CHECKLIST AND TABLE OF CONTENTS

APPLICANT: **Mayor and Council, City of Brunswick**

NAME OF SUSTAINABLE COMMUNITY: **City of Brunswick**

Please review the checklist of attachments and furnish all of the attachments that are applicable. Contents of the application should be tabbed and organized as follows:

❑ **Section A - Sustainable Community Renewal Applicant Information**

- Applicant Information

❑ **Section B – Sustainable Community Renewal Report (Projects, Strategies and Partners)**

- Part 1: Qualitative Assessment
- Part 2: Comprehensive Assessment
- Competitive Funding

❑ **Section C – Sustainable Community Renewal Action Plan Update (Matrix)**

- Action Plan

❑ **Section D – Sustainable Communities Workgroup Roster**

- Workgroup Roster

❑ **Section E – Signature Letter (acknowledging Disclosure Authorization and Certification)**

- Disclosure Authorization

❑ **Section F – Additional Files:** The following contents should be included:

- Documents and Photos

I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community:	City of Brunswick
Name of Applicant:	City of Brunswick
Applicant's Federal Identification Number:	52-6000779
Applicant's Street Address:	1 West Potomac Street

City: Brunswick	**County:** Frederick	**State:** MD **Zip Code:** 21716
Phone Number: 301-834-7500	**Fax Number:** 301-694-6040	**Web Address:** www.BrunswickMD.gov

Sustainable Community Application Local Contact:

Name: Julie Martorana		**Title:** Economic Development and Grants Coordinator	
Address: 1 West Potomac Street	**City:** Brunswick	**State:** MD	**Zip Code:** 21716
Phone Number: ███████	**Fax Number:** ███████	**E-mail Address:** ███████████████	

Sustainable Community Contact for Application Status:

Name: Julie Martorana		**Title:** Economic Development and Grants Coordinator	
Address: 1 West Potomac Street	**City:** Brunswick	**State:** MD	**Zip Code:** 21716
Phone Number: ███████	**Fax Number:** ███████	**E-mail Address:** ███████████████	

Other Sustainable Community Contacts:

Name: Carrie Myers		**Title:** Director of Administration	
Address: 1 West Potomac Street	**City:** Brunswick	**State:** MD	**Zip Code:** 21716
Phone Number: ███████	**Fax Number:** ███████	**E-mail Address:** ███████████████	

II. SUSTAINABLE COMMUNITY – General Information

A. Sustainable Community Boundary and Description

(1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not? **No, we do not wish to change the existing Sustainable Community boundaries. We do not feel a need to amend the Sustainable Community boundaries at this time because the currently defined area encompasses most of the City, except for the two newest subdivisions.**

(2) If yes, Include the following in as an attachment:
   a. PDF or JPEG of modified Sustainable Communities boundary map,
   b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),

(3) Approximate number of acres of entire SC Area: **365**

(4) <u>Existing federal, state or local designations:</u>
   ■ Main Street ☐ Maple Street
   ■ National Register Historic District ☐ Local Historic District ☐ Arts & Entertainment District
   ■ State Enterprise Zone Special Taxing District ☐ BRAC ☐ State Designated TOD
   ■ Other(s): **Opportunity Zone**, **HUB Zone**

Describe the SC Area's current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years? **The City of Brunswick is a 100% urban community with a population of over 7,000 and climbing. A growing subdivision with a final build-out of 1,505 new homes will increase the overall population to over 10,000 over the next few years. There are currently over 2,500 housing units in Brunswick, with an average household size of 2.64 people. According to 2020 Census data, the median age in Brunswick is 35 years, which is slightly less than the average median age in Maryland. The population is over 80% white, 10.5% black, and 5% Hispanic, with the remaining population made up of other races. Over 93% of the adult population have a high school education, and 33% claim a bachelor's degree or higher. The average median income in Brunswick as risen over $20,000 since 2017 to $84,133, but still slightly less than the Maryland average.**

Demographics for Brunswick have changed over the last five years due to a number of economic factors. The Brunswick Crossing housing development has brought many higher-income families to the Brunswick community. Along with the migration of urban workers to more rural settings, home sales have increased thus bringing higher-income residents. In addition, as the general economic climate has continued to improve, housing prices, and opportunities to keep spending local have also increased. Overall, the trends over the past five years are very positive for Brunswick.

B. Organizational Structure, Experience and Public Input:

(1) Describe any changes to the Applicant's organizational structure. Specifically, how has membership of the Sustainable Communities Workgroup changed in the last five years? Who are/were the leaders, and how will/did the Workgroup advisor or staff manage implementation of the SC Area Plan? **There have been some changes to the City's organizational structure over the past five years. All changes have**

been related to staff positions. The new organizational structure is attached. However the Mayor and Council structure remains the same.

The Sustainable Communities Workgroup consisted of several members consistent with the original group, as well as several new members. While the last workgroup consisted of solely municipal employees, the 2022 workgroup included more community organization stakeholders. The 2022 workgroup as chaired by Julie Martorana, the new Economic Development and Grants Coordinator (1 year employee). Returning to the group was Carrie Myers, past Workgroup Chair and City Clerk (19 year employee); and Bruce Dell, Planning and Zoning Administrator (15 year employee). New Members include Carmen Hilton, Brunswick Main Street Manager (2 year employee); Abby Ingram, Planning Project Manager (4 year employee); Jeremy Mose, Assistant City Administrator of Public Facilities (2 year employee); Andy St. John, Elected Council Member (4 years); Andrew Costello, member Economic Development Commission; Brian Keller, member Conservation and Revitalization District committee; Abbie Ricketts, local business owner and President of Canal Towns organization; Christopher Messick, member Parks and Recreation Committee; Dan Sherwood, Chairman of the Board for Brunswick Main Street; Ellis Burruss, member of Greater Brunswick Chamber of Commerce, Adam Wyatt, local business owner; Wayne Allgaier, volunteer on multiple Boards and organizations throughout Brunswick.

(2) What have been the strengths and challenges of the capacity of the Sustainable Communities Workgroup with respect to implementation of the SC Plan?
The previous Sustainable Communities Workgroup structure did show us that having the City act as the central organizer in charge of this application renewal process was successful. However, having a workgroup comprised as only municipal employees did not give us the various perspectives and insights needed. The 2022 workgroup was actually comprised of members that are already working together on coordinating goals, objectives and action items put forth in the City's Small Area Plan. This group made up of City employees and community members are well informed about the progress being made on various projects and understand the long-term goals set forth by the community. Tracking both the Small Area Plan and the plan associated with the Sustainable Communities designation at the same time helps us cross-reference our plans and minimizes duplication of effort by different groups throughout Brunswick.

(3) How did residents and other stakeholders in the community provide input to the Sustainable Communities Action Plan update? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based? **Residents, selected City employees, and other stakeholders provided input to the Sustainable Communities Action Plan by participating in a brainstorming and prioritization work session. This input was pulled together into a draft Action Plan which was again reviewed by the workgroup before moving it forward in the renewal application.**

The City's Sustainable Community Action Plan is based on our Master Plan, original Community Legacy plan, our Small Area Plan and our Economic Development Strategic Plan.

(4) Would you like any technical assistance from State agencies to help expand the capacity of your SC Workgroup or implement your SC plan? Please describe with which revitalization strategies you would like assistance. **We do not feel the need for technical assistance at this time.**

SUSTAINABLE COMMUNITY RENEWAL REPORT
PART I: QUALITATIVE ASSESSMENT

Purpose:
The purpose of this assessment is to capture significant projects/ improvements that have been completed since the approval of your local government's Sustainable Communities designation.

In relation to the goals stated in your local government's Sustainable Community Action Plan, **please highlight at least three major accomplishments from the last five years**, including how you achieved them. When writing your narrative, consider the questions below and refer to the six elements discussed in the General Information section of this document (page iv) – Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning.

1) **Outcome**: Which outcomes identified in your Sustainable Community plan were you able to achieve?
2) **Projects**: Which projects did you implement in order to achieve the outcome? Also indicate when you started and completed these projects.
3) **Partners**: With whom (i.e. state agencies, local stakeholders) did you partner to complete projects?
4) **Impact**: What kind of measurable impact did the achieved outcome have on your community? Are there other intangible benefits?
5) **Photos**: Please also include pictures that depict your accomplishments.

[EXAMPLE] Descriptive Narrative: Please list the most significant accomplishments that apply

> *Example* – **Accomplishment 1**
> *Outcome: Improved stormwater management*
>
> Projects:
> *Project 1: Stormwater Retrofit Plan – In October 2014, the Town Council approved the Town's stormwater retrofit plan which outlines various strategies and capital budget expenditures over the next five years. Strategies include reducing the amount of impervious surface in the community and improving stormwater management. One of the plan recommendations is to pass an ordinance that assesses an environmental protection fee on municipal permits.*
>
> *Project 2: Green Streets – The Town added green elements to approximately 600 linear feet of roadway that had been experiencing severe flooding. Specifically, bioswales were constructed and trees were planted.*
>
> *Partners:*
> *Chesapeake Bay Trust – provided technical assistance*
> *MD DHCD – provided financial assistance in form of a Community Legacy grant (totaling $50,000).*
>
> *Impact: The implementation of the projects had a significant impact on the community by improving stormwater runoff. The streets with the newly constructed bioswales no longer experience flooding.*

Descriptive Narrative: Please list the most significant accomplishments that apply.

Accomplishment 1
Outcome: Drinking Water Infrastructure Improvements

Project 1:Replacement of Yourtee Springs Station and Distribution Line – In 2018 groundwater infiltration was discovered at Yourtee Springs and this water source was shut down. Yourtee Springs supplies drinking water to over 40% of our residents which were served by treating water from the Potomac River during this outage. Yourtee Springs Station has been totally upgraded and new measures have been put in place to prevent groundwater infiltration from re-occurring. This water source is scheduled to go back online in the next 30 days. The distribution line phase of the project is currently underway and while it is expected to take several years to complete, funding has been secured to address the most problematic areas.

Project 2: Operational Improvements – Several improvements have been made in the past five years to the operation of our water treatment plant. These improvements range from changes in vendors supplying treatment chemicals, to new pumps, and safety improvements like lighting and training.

Partners: State of Maryland Department of General Services – provided Capital Grants totaling over $1.6 million
MDE – provided technical assistance
Frederick County government – provided $500,000

Impact: The Yourtee Springs Station will be back online within the next 30 days. In 2018 groundwater infiltration was discovered and this water source was shut down. Yourtee Springs supplies drinking water to over 40% of our residents which were served by treating water from the Potomac River during this outage. Bringing this water source back into service will less the strain on our current water treatment plant.
Also the City has secured approximately 30% of the funding for replacement/relining of Yourtee Springs distribution line. This 8-mile, 100-year-old distribution line brings water from Yourtee Springs into the City of Brunswick and goes under the railroad tracks and a major highway. This project will be done in phases with the areas with the most recurring leaks addressed first. While this project will take years to complete, getting the funding for the first phase is a major accomplishment.
Operational Improvements have resulted in lower operating costs and increased safety.

Accomplishment 2:
Outcome: Waste Water Improvements

Project 1: I&I Project – Over the past several years, the City of Brunswick Public Works department has taken on a project to identify and address I&I issues within our sewer system. Smoke testing was done throughout the entire town to identify leaks. Relining projects were undertaken to address problem areas.

Partners: MDE – provided technical assistance

Impact: Due to this project we have decreased I&I by 50% over the past 5 years.

Accomplishment 3:

Outcome: Progress on Improved Sidewalks and Roadways

Project 1: B Street Project – This project included replacement of stormwater pipe, paving and sidewalk improvements.

Project 2: Annual Paving Projects – Each year paving projects are identified from an overall master list of prioritized areas.

Partners:

Impact: Steady progress and funding have been allocated to the improvements of sidewalks and roadways. These improvements are adding a noticeable upgrade to the functionality and connectivity within our town.

Accomplishment 4:

Outcome: Focus on Outdoor Recreation

Project 1: Improvements to Parks-Park equipment was upgraded to include accessible features, playground surfacing was upgraded to improve useability. This project included all parks over the past five years.

Project 2: Improvements to Brunswick Family Campground – Cabins were added, improvements to boat ramp and tree removal to accommodate additional campsites.

Project 3: Improvements to Sports Complex-Two additional multi-purpose fields were added along with some grading and green improvements to control soil erosion.

Partners: POS grants through MD-DNR and LPPI grants through Frederick county, MD Capital Grant fund through DGS, BGE (trees)

Impact: Significant improvements have been realized in the quality of our outdoor amenities.

Accomplishment 5:

Outcome: Promote and develop business attraction strategies

Project 1: Promotion of Façade and Interior Improvement Grant – The Façade and Interior Improvements program has become increasingly competitive over the past 5 years with more requests than funding availability.

Project 2: Blighted Properties Acquisition Program – This program was designed to purchase vacant blighted properties and resell them to property owners anxious to invest in revitalization of the property.

Partners: MD DHCD – provided over $280,000 in Community Legacy grants to support Brunswick Main Street's Façade and Interior Improvement grant program
MD DHCD – provided $900,000 in Strategic Demolition Funds to support the City's Blighted Properties Acquisition program.

Impact: There is evidence on every street in the Sustainable Community area of revitalization of historic structures and new businesses locating in these repurposed buildings. 10 renovations are underway or have been completed in the past 5 years.

Descriptive Narrative: Please use this section to describe any major outcomes or projects from your last Sustainable Communities Action Plan that have <u>NOT</u> been accomplished and why.

Outcome: Housing: Young professional upscale rentals downtown

Narrative: While this outcome has not come to pass within the past five years, the City of Brunswick is on the cusp of realizing this goal. Within the next few months, construction should begin on the Residences at Railroad Square which will provide 43 affordable housing units in out downtown area. This development will be located adjacent to our MARC train station and within our TOD area.

Outcome: Quality of Life: Increase connectivity throughout downtown

Narrative: Some progress was made on this outcome over the past five years but there is more work to be done. We are still in need of improved way-finding signage, improved sidewalks and trails. These projects are currently on our list to pursue funding and some of our ARPA funds will be used towards these projects. As we were recently notified that the City of Brunswick was selected to participate in the US EPA Recreation Economies for Rural Communities (RERC) program, there will be action items generated from this program that will undoubtedly help to increase connectivity throughout downtown.

Outcome: Local Planning and Land Use: Compliance of residential and commercial properties to City Code

Narrative: Again, progress has been made towards increasing compliance with residential and commercial properties to City Code. However, there are some key elements that still need to be addressed. For example, the many priorities within the City have not resulted in hiring additional planning and zoning code employees. The strategy is now to first, review City Code for residential and commercial properties and better define the consequences for on-going violations. This may result in fewer violations thus negating the need for more enforcement employees. This code review is currently in progress, so there should be progress over the next reporting period.

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART II: COMPREHENSIVE ASSESSMENT

Purpose:
The purpose of the comprehensive assessment is to capture indicators of accomplishments in each Sustainable Community. Indicators should reflect the five year time period since the adoption of the Sustainable Communities Action Plan. Thus, the following questions focus on the common outcomes that were identified in the various Sustainable Community Action Plans approved by the State. The assessment will be grouped in the sections of Environment, Economy, Transportation, Housing, Quality of Life, and Land Use.

Please answer the following questions to the best of your knowledge.
Check "**YES**" if applicable to your community. If you answer "**YES**" please quantify the accomplishment (i.e. Q: Has there been an increase in the number of businesses in your Main Street/commercial district? A: YES 4 new businesses have opened in the past five years). If necessary, please also provide a short description of the accomplishment.

Please check "**NO**" if the question item did not have any impact on your community. If you answer **"NO"** please briefly summarize what kept you from achieving your plan's desired outcomes.

Check "**N/A**", if the question item does not apply to your Sustainable Community.

ENVIRONMENT	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been an improvement in water quality? Have you completed any projects intended to improve water quality? Ex. impervious surface reduction, stormwater improvements etc.	X			Reduced I&I by 50% over the past 5 years. Updated Yourtee Springs Station and will bring it back online in the next 30 days. Reduced brown water complaints from residents significantly after adjusting water treatment chemicals. Updated MS4 plan for stormwater management.
2. Have you improved wildlife habitat in your community? Ex. native plantings, pollinator gardens, rain gardens	X			Planted 250 trees in May, 2022. Annually request grants for tree plantings.
3. Have you increased access to green space, parks or outdoor recreational opportunities?	X			Connected City Park to residential area, upgraded parks to make play equipment handicapped accessible, completed River's Edge Trail to over 4 miles of trails, added two multi-purpose playing fields to Sports Complex with plans for more upgrades.
4. Have you implemented operational sustainability practices (example: town hall enhancements) and/or community-based practices? (ex. Rain barrels or rain gardens at residences, recycling, composting etc)	X			Recycling bins in all public areas, dog waste receptacles in parks, added a dog park in the downtown area, added cigarette disposal units throughout downtown, Brunswick Main Street has become a Keep America Beautiful affiliate.

OTHER:				

ECONOMY	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years. If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been an increase in the number of new businesses in your Main Street/ Commercial District?	X			Yes, there have been 5 new businesses in the past five years with several more on the horizon as previously vacant buildings have recently been purchased.
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?	**X**			Opportunity Zone. Conservation District
3. Has there been an increase in foot traffic in the Main Street/commercial district?	**X**			Yes, post-COVID C&O canal visitation numbers have increased significantly with over 70,000 canal visitors in 2021. This has translated into increased foot and bike traffic in the Main Street/Commercial district.
4. Have the number of commercial vacancies decreased?	X			Over the past five years there has been increased investment and renovation of vacant buildings and increased interest in opening new businesses. In the past five years we have had a decrease of 3 commercial vacancies with at least 3 more currently in process of opening.
5. Has there been an increase in local jobs within the Sustainable Community for its residents?	X			Over the past five years, the City of Brunswick has seen a small increase in jobs within the Sustainable Community. There have been approximately 10 new jobs added to the district. This is a small number but keeping in mind that many new businesses are sole proprietors with only 1-2 employees, this is a steady increase.

6. Has there been an increase in workforce development training or other opportunities for connecting potential employees to well-paying jobs?	X			To address the increased difficulty nationally in filling job vacancies as a result of COVID, the City of Brunswick created a Job Opportunities webpage on City's website to connect residents with jobs available locally.
OTHER:				

TRANSPORTATION	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years. If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has the amount of bike trails/paths increased? How many linear feet do the trails cover?	X			Over the past five years, River's Edge Trails has been completed and now covers over 4 miles of trails for various trail-riding skill sets. River's Edge Trail has also hosted several national bike races and events since being completed. Also a new trail measuring about 1500 linear feet was added connecting the Sustainable Community area to the new housing development, Brunswick Crossing. This area has also added a hotel so this trail serves as connectivity for bike riders from the C&O Canal to the hotel, shopping and restaurants.
2. Have there been improvements to the public transit infrastructure?		X		
3. Has there been an increase in sidewalks? (Amount in linear feet). Were accessibility elements added, such as more ADA-accessible ramps and signage/signals? Has there been a noticeable increased use of these walking places?	X			Over the past 5 years there has been approximately 1.24 miles of sidewalk replaced or installed. All of these improvements include ADA-accessible features. While there are no data points on the increased use of walking place throughout town, there is a noticeable difference in residents and visitors walking.
4. Have there been any roadway improvements that support "Complete" or "Green" streets?		X		

5. Has traffic congestion along major roads decreased? (Amount in percent)	X			Decrease in commuter traffic from MARC train station through downtown district (approx. 50 %)
OTHER:				

HOUSING	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have any residential facades or interiors been improved? Has the energy efficiency of any housing units been increased?	X			Brunswick Main Street Façade and Interior Improvements program now accepts residential applications. To date 3 residential facades have been improved.
2. Has the homeownership rate increased?	X			The City of Brunswick is following the national trend in homeownership rate increases, if not a bit better. The Brunswick Crossing housing development had taken a bit of a lag in sales over the past 5 years but in the past year sales are picking up quickly with many people seeking to move to the "country".
3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable? How many are within .5 miles of a transit stop?		X		There has not been an increase in the number of housing units in the Sustainable Community area. However, there have been increased improvements of existing houses and rental units. There will be an increase in affordable housing as a project that has been in the works for the past 5 years will soon begin. The Residences at Railroad Square will add 43 affordable housing units and some commercial space to the Sustainable Community area over the next 5 year reporting period. This development is located adjacent to the MARC train station.
4. Has there been demolition of blighted properties?		X		No demolition of blighted properties but there has been an effort to renovate blighted properties.
5. Has the residential vacancy rate decreased?	X			While the number of housing units has not substantially increased over the past 5 years, the vacancy rate has decreased. Houses for sale in the area don't stay on the market long and it is difficult to find a rental unit available in the downtown area.

Sustainable Communities Renewal Application - Section C

6. Has the jurisdiction partnered with any community development corporations to improve its housing stock, increase the availability of affordable housing, or support those experiencing homelessness or being threatened with eviction? Has the jurisdiction initiated any of its own programs to do the same?	X			The Residences at Railroad Square will add 43 affordable housing units to the downtown area. This project is in partnership with Taft-Mills Group. The City of Brunswick is currently initiating an update of our Master Plan, with a focus on zoning that will continue to support affordable housing, age-restricted housing, etc.
7. Has there been an increase in homeownership counseling services or individuals accessing such services?		X		
OTHER:				

COMMUNITY HEALTH & QUALITY OF LIFE	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. How many historic properties were renovated/improved? To your knowledge, did the renovations mitigate certain environmental hazards such as lead and asbestos?	X			Over the past 5 years there have been approximately 10 historic properties that have been renovated/improved and all properties are required by code to mitigate environmental hazards like lead and asbestos.
2. Have there been improvements and/or additions to your public or community available spaces? Examples include museums, community centers, public plazas, murals and public art.	X			Museums, City Park building, Citizen lot mural, Main Streets of Frederick County Public Art project
3. Are there opportunities for residents to gather, communicate and celebrate? Do they serve multi-generations and all populations in the community? Examples are wide-ranging and may include fairs, community history days, neighborhood meetings, etc.	X			Railroad Days, Fourth of July Festival, Holiday Parade and Pop-up Market, Veteran's Day Parade.
4. Have there been any changes in access to health and wellness services? Examples	X			COVID Testing and Vaccinations – Pop-Up Clinics

include mobile clinics, hospitals, telehealth opportunities.				
5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/outdoor courses or groups)?	X			Sports Complex, Parks, Little League Baseball Complex, Bike and walking trails, C&O Canal, Potomac River.
6. Do all residents have access to healthy food options such as fresh food grocery stores, farmers markets, community gardens, etc., within the Sustainable Community?	X			Farmers Market, Food Bank, Grocery Store, Brunswick Crossing Community Garden
7. Has there been a decrease in crime rate?		X		There has been no significant decrease in crime rate over the past five years. The City of Brunswick has always enjoyed a relatively lower crime rate with virtually no violent crimes. There has been an increase each year of calls placed of about 10% or more. This is due to more efforts by the police department in community policing, therefore people are reporting what they see more often.
8. Do all residents have access to the Internet and other basic utilities and services?	X			

OTHER:				

LOCAL PLANNING & STAFFING CAPACITY	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have there been any infill developments?	X			The continued build-out of the Brunswick Crossing development (1083 out of 1500 units built and occupied) and soon to be started Residences at Railroad Square project (43 affordable housing units)
2. Has there been an increase in the amount of preserved/protected land?	X			Over the past 5 years we have added 10.33 acres of preserved/protected land.
3. Have there been any developments hindered by growth constraints? If so, please describe. Example constraints could be inadequate infrastructure, insufficient zoning density/intensity, or lack of buildable land.	X			In the past two years, there was a major employer wishing to locate in Brunswick. Land was identified but zoning and infrastructure added some obstacles to the closure of the deal. While these issues were not the final reason for the employer to withdraw from the deal, it did raise red flags for the City. The City is working to overcome these growth constraints in a responsible, sustainable manner.
4. Have there been any zoning or policy changes that have fostered growth or redevelopment in your Sustainable Community?	X			The Downtown Small Area Plan was completed in 2019 and sets forth action items needed to foster growth and redevelopment within the Sustainable Community district. A Coordination group of City employees, business owners, and residents has been formed to ensure the action items are making progress.

5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?	X			Yes, there have been significant improvements within the Sustainable Community in terms of municipal infrastructure that include water/sewer lines, sidewalk and roadway improvements, lighting and signage with many more planned in the next 5 years as well.
6. Have you hired any new staff members, reassigned duties, or procured the services of a contractor to increase or better align local capacity? Have you implemented any professional development programs?	X			New staff members have been hired as needed to fill vacant positions. Also several new positions were added: Project Manager in Planning and Zoning, Main Street Manager, and Economic Development and Grants Coordinator. Also there was a staff reorganization to better align duties and build in some succession planning opportunities. Also implemented is a incentive plan for achieving professional qualifications for workers in Public Works, Water and Wastewater Treatment.
7. Has your community initiated or completed any planning efforts that will support the Sustainable Community area, including comprehensive planning, small area planning, or planning studies?	X			As mentioned above we are continuing our efforts to fully implement the action items outlined in our Small Area Plan. It should be noted that one of the areas in the Small Area Plan is to study our parking capacity and useability. Also we are currently initiating a review of our comprehensive master plan.
OTHER:				

COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Community Legacy (CL): ● **Brunswick Main Street annual request for Façade and Interior Improvement Grants**	DHCD	$50,000-$75,000 annually		
Strategic Demolition Fund (SDF): ● **City's Blighted Property Acquisition Program** ● **Brunswick Main Street Cannon's Sprinkler System**	DHCD	$400,000-FY20 $500,000-FY21 $200,000-FY19		
Community Safety & Enhancement Program:	MDOT			
Maryland Bikeways Program:	MDOT			
Sidewalk Retrofit Program:	MDOT			

Water Quality Revolving Loan Fund:	MDE			

Other Funding Programs: *examples are U.S. HUD Community Development Block Grants (CDBG), or grants from USDA, EPA, Appalachian Regional Commission, Chesapeake Bay Trust, Maryland Heritage Areas Association, Preservation Maryland, Safe Routes to School, Maryland Rural Development Corporation, Maryland Energy Administration, Maryland Department of Natural Resources, etc.*

*Please add more rows if necessary

Move of Historic WB Tower from CSX Railyard to City property	Preservation Maryland MHT	$8,000 $15,000		
Rehabilitation of Berlin Cemetery	Heart of the Civil War Heritage Area	$17,500		
Railroad Days Advertising	Frederick County TRIPP Grant	$2,300 $7,152		
Program Open Space Grants (various park improvement projects)	MD DNR	$44,000 – FY17 $58,500 – FY19 $99,184-FY22		

COMPETITIVE FUNDING: Are there any types of projects/needs for which your Sustainable Community needs funding; however, there isn't a funding source?

Sustainable Community Action Plan

City of Brunswick

Example Section

Strengths	Weaknesses
● Insert bulleted list of strengths (provide some detail as to why and how this is a strength in your community)	● Insert bulleted list of weaknesses (provide some detail as to why and how this is a weakness in your community)

Desired Outcomes and Progress Measures Outcomes should be considered end results of actions and strategies. Based on the strengths and weaknesses, identify the strengths on which you would like to build and the challenges you would like to address. Progress Measure: What will you use to measure success toward outcome? Is it quantifiable or qualifiable?	Strategies and Action Items Identify strategies that will help your community to achieve each identified outcome to the left. If applicable, break down each strategy into specific action items that outline different steps of the strategy. Specify how you are planning to achieve the desired outcomes.	Implementation Partners Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.

Example Outcome 1: Code violations and complaints are reduced in the Sustainable Community residential areas.
  Example Progress Measures: Code violations reduced by 25% in Sustainable Community residential areas
	Example Strategy A: Review and revise, as needed, code compliance program to reduce frequency and number of residential code violations.
	  Example Action 1: Complete analysis of code violations over the past five years to determine areas, both geographically and topically, for which code violations are most frequent.
	Example Action 2: Conduct outreach program to determine barriers to code compliance.
	Example Action 3: Analyze code compliance program for potential inefficiencies and opportunities for proactive engagement.
	Example Action 4: Pursue façade improvement funding to assist low-income homeowners overcome barriers to code compliance.
		Maryland Department of Planning, Maryland Department of Housing, County Planning Department, local homeowners association

Environment

This section describes projects involving the natural environment, our use of natural resources, and our relationships or access to the natural environment.

This category includes projects focusing on (but not limited to): the quality of land, water, and air; tree canopies and green spaces; green infrastructure; habitat improvement, climate change mitigation and adaptation; nuisance flooding,; stormwater infrastructure and management; water and sewer capacity; energy conservation; recycling, pet waste, and organic waste programs; the mitigation of environmental hazards; and parks and recreation improvements.

Strengths	Weaknesses
- Rivers Edge Trail, C&O Canal, Potomac River, campground, abundance of parks and greenspace, pet waste stations in all parks - Natural environment and recreational areas readily accessible from the City - Good relationship with MDE (compliance and engineering divisions) - Seasonal Farmer's Market - Green programs/initiatives (Keep America Beautiful Affiliate and Sustainable MD) - Contracted street sweeping program removes pollutants and sediment from gutters - Yourtee Springs Upgrade nearing completion (waterline relining underway) - Water Resources Development Act of 2022 (Bill pending would provide $15M in facility upgrades that directly benefit the environment) - Dual drinking water sources serve Brunswick (Potomac River and Yourtee Springs) - Residential roof-mounted solar panels regularly permitted (2022: 4, 2021: 8) - I&I detection and relining program underway - City pursues grants geared towards sustainability and improving the environment - Active in creating, expanding, and renovating our parks and trails	- Electric car charger availability - Aging buried utility infrastructure - Topography limits ability to capture stormwater uphill and can lead to flash flooding - Clogged Stormwater pipes in railyard leads to flooding/backup

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Complete Yourtee Springs Line Replacement Progress Measures: Number of linear feet of distribution line replaced or re-lined	Strategy A: Continue current phased-in approach as funds are available	MDE, MD DGS, Senate and Congressional Earmarks, BIL Funding
Outcome 2: Complete I&I relining of Sewer Lines Progress Measures: Number of linear feet of sewer lines that have been replaced	Strategy A: Continue current program	ARPA Funding
Outcome 3: More public engagement and accountability in MS4/Stormwater initiatives. - Measure: Number of workshop attendees	Strategy A: Conduct public outreach	MDE
Outcome 4: Increased visibility and use of City's recreational amenities - Measure: Trailhead sign-in log or questionnaire	Strategy A: Participate in EPA's Recreation Economy for Rural Communities program to identify ways to enhance outdoor recreation economic activities	EPA, Trail Associations
Outcome 5: Create sense of sustainability in City facilities-"lead by example" approach. - Measure: Number of fixtures replaced, comparative cost savings	Strategy A : Continue grant application tempo. Strategy B: Implement WTP/WWTP Upgrades. Strategy C: Conduct a City facility usage study (power/water) Strategy D: Install energy and water-conserving fixtures in City buildings.	MDE, EPA, First Energy

Economy

This section is centered on economic growth and management.

Strengths and weaknesses might focus on the following: business attraction & retention; improving and maintaining the health of business districts, downtowns, and main streets; commercial vacancy reduction; workforce attraction and retention; employment/job training; marketing, branding, and tourism; improving or creating economic impact of cultural and historic assets; providing technical and financial assistance to businesses; commercial building acquisition, rehabilitation and/or adaptive re-use; and creating a sense of place and vibrancy through streetscaping and beautification.

Strengths	Weaknesses
- Interest in businesses locating here - Active Main Street & EDC programs - City's downtown property acquisition program - Active business engagement on local, county & state levels - Economic drivers of Outdoor recreation used collectively throughout the City in many different marketing platforms and initiatives including grants and other funding/consulting opportunities - Selected participant in Recreation Economy for Rural Communities program	- Lack of rentable spaces currently available - Lack of large employers - Vacant storefronts, absentee landlords and aging building blocks - Incentive programs and money for new businesses (permitting fast track, code regulations made easy, water/sewer rebates and tap fee/hook up funding)

Sustainable Communities Renewal Application - Section C

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Continuation of City's Downtown Property Acquisition Program Progress Measures: Kaplan building sold or utilized by City, Cincotta building obtained by City and sold, Funding for new owners to reduce renovation costs	Strategy A: Continue current program Strategy B: Identify funding sources for renovations of buildings after sale	MD DHCD
Outcome 2: Develop Fact Sheet on Available Incentives Progress Measures: Completion and distribution of fact sheet	Strategy A: Compile listing of incentives for potential business/property owners Strategy B: Distribute to City and County planning and zoning office and local commercial real estate agents	Frederick County Office of Economic Development, Frederick County Office of Planning and Zoning

Transportation

This section describes the way people in your community get from place to place.

Strengths, weaknesses and outcomes can focus on: access to transit corridors; pedestrian safety and accessibility; sidewalks; alternative modes of transportation, such as bikeways and trails; public transit, such as bus and rail; carpooling; proximity to transportation centers; parking; and road conditions.

Strengths	Weaknesses
- Access to MARC and large parking lot - Access to towpath for biking - Access to trails - Bike-Friendly downtown/businesses - Marc Station/Amtrak/CSX, rail commuter access to DC - Bike friendly community (trails, sharrow markings, bike racks, etc.) - Close proximity to VA, WV, and DC - City gateway along US 340 - Multiple primary access/egress thoroughfares serve the city - Pavement resurfacing efforts ongoing--Prioritized and scheduled annually according to need and budget - County transit stops throughout city - Sidewalk improvement initiatives in place to repair and add new sidewalks	- Sidewalks- Some sidewalks in disrepair, sidewalk network gaps exist creating accessibility issues - Connectivity challenges: Topography creates multiple dead end streets - Downtown area not fully ADA accessible - Perception of lack of parking in downtown - Need more crosswalks at downtown intersections - Roadway design and topography create truck mobility challenges (tractor trailer drivers do not always follow signage) - CSX trains block cross traffic at times, causing backups, delays, and are a major weakness in emergency response to the campground, WWTP, and Potomac shoreline in the event of a river emergency.

Sustainable Communities Renewal Application - Section C

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Sidewalk Replacements Progress Measures: Linear feet of replacements	Strategy A: Continue sidewalk replacement/improvement program Strategy B: Create sidewalks to link existing sidewalk areas	
Outcome 2: Address parking shortages (or perception of shortage) Progress Measures: Calculate walk distances and parking counts	Strategy A: Conduct parking capacity/useability study Strategy B: Develop action items from results of study	MDOT
Outcome 3: Infuse pedestrian/bike safety in Downtown Progress Measures: Calculate number of new crosswalks, incident counts.	Strategy A: Conduct parking/mobility study (see above, same study) Strategy B: Develop action items from results of study	MD DHCD, MDOT

Housing

This section focuses on the homes in which people in your community live and efforts which make it easier for them to find and stay in a place to call home.

Strengths, weaknesses and outcomes might focus on the following: affordability; increasing homeownership; increasing rental housing; diversifying the kinds of housing available; improving housing conditions (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.

Strengths	Weaknesses
● Affordable rentals compared to the rest of Frederick county ● Variety of housing options available ● Brunswick Crossing sales and development still ongoing ● Property values following market trends--currently up ● Great relationship with DHCD	● Lack of rentals overall (housing market in general) ● Lack of ADA-compliant affordable and senior housing options ● Expensive to renovate the older historic homes; slows development/resale/revitalization efforts. ● Few developable parcels remain outside of PUD areas

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: RR Square coming to fruition to offer more options/affordable rents Progress Measures: Number of affordable units added	Strategy A: Complete Residences at Railroad Square project Strategy B:	MD DHCD, Taft-Mills Group
Outcome 2: Further expand housing type options (age-restricted, ADA accessible) Progress Measures: Number of age-restricted, ADA accessible units allowable	Strategy A: Implement age-restricted housing ordinance to exempt APFO school test. Strategy B: Review Zoning policies	Frederick County

Community Health and Quality of Life

This section is concerned with public health, community culture, and the day-to-day life of community residents.

This category includes projects focusing on (but not limited to): improvement of public health including improving community design to promote healthy behaviors such as walking and strengthening community support and connectedness through health and wellness programs and facilities that create inclusive communities. These projects may include built environment, indoor spaces, outdoor environments such as increasing community gardens and access to services including educational facilities and programs; health and wellness facilities and programs that serve multi-generations; senior facilities and programs; youth facilities and programs; facilities and programs for the disabled; civic amenities, access to quality food options; collaborations with faith-based organizations; arts and entertainment education; and homelessness prevention, services, and facilities. Projects should include community engagement that includes participation in the selection of strategies and outcomes, progress reports, and evaluation.

Strengths	Weaknesses
- Walkability of downtown - Promotion of Outdoor Recreation – hiking & biking, river activities - Brunswick Crossing Community Garden - ADA-compliant sidewalks in some areas - ADA-compliant park – City Park renovation, senior center, food bank - First-class recreation activities (Potomac River access, mountain bike trails, hiker/biker trails, campground, C&O Canal Towpath, Appalachian Trail) - Multiple parks/tot lots (many recently-refreshed city parks) - City programs and initiatives (sidewalks, billing support) - Grocery, retail, and wellness options in town - Educational/enrichment opportunities: Public library, museum - Active Main Street and Economic Development Offices - New elementary school – construction underway - Dog parks (lower town and Brunswick Crossing) - Active Youth Sports leagues - Sports Complex renovation/expansion underway - Engaged civic groups/churches - City-operated pool/splash park - Popular events with regional draw - Low crime	- Sidewalks: More ADA-sidewalks necessary - Aged Senior Center, not adequate for services needed - Food bank needs more space - Some areas not walkable due to lack of or deteriorated pedestrian network - High School expansion/reconstruction pushed back on county CIP. - Lack of senior center opportunities/activities. - Downtown not fully accessible in areas. - Connectivity to natural resources - Health services downtown not available

- Abundance of civic groups
- Good school system
- Repurposed buildings used for downtown businesses (church to restaurant, fire station to brewery)
- Small Town Charm

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Continue to leverage the city's recreational assets. Progress Measures: Number of visitors from C&O Canal, number of campers at Brunswick Campground	Strategy A: Participate in EPA's Recreation Economies for Rural Communities (RERC) program to learn how to best leverage recreational assets. Strategy B: Implement action items identified in RERC plan	EPA, MD DHCD
Outcome 2: Instill sense of place in the downtown area. Progress Measures: Occupied buildings/retail sales.	Strategy A: Continue sidewalk improvement study and address high-priority areas. Strategy B: Continue to achieve the goals of the Small Area Plan. Strategy C: Infuse ADA in downtown redevelopment projects. Strategy D: Advocate for needs of Senior Citizens	MD DHCD, Frederick County

Local Planning and Staffing Capacity

This section is concerned with a local government's ability to plan for the community's future and to meet the current needs of residents.

Strengths, weaknesses and outcomes might focus on the following: updating zoning ordinances or land use; updating municipal/local policies, taxes, fees, etc.; increasing local government staff capacity; and updating planning documents like sector plans or comprehensive plans.

Strengths	Weaknesses
- City Staff re-org last year - Active grants applications - Investment in employee training and certification - Master Plan update and Zoning Code amendments expected 2023+/-. - Continued progress toward achieving Small Area Plan goals via identified action items - Newly adopted Conservation District is a success - City continues to explore annexation opportunities as outlines in the Master Plan, according to the growth area - City is actively purchasing marketable properties for resale in the interest of spurring revitalization	- Local Planning: Code Enforcement has historically been a huge issue. Even now, things often do not get addressed unless M+C members take an active interest. For the amount of work to be done, we have exactly 1 compliance officer, and he does other things two, like small abatement jobs. Proper code enforcement preserves existing structures; typically, the lowest environmental-impact construction is the building that is already there. Tearing things down generates a lot of waste. - Limited number of developable infill lots available - Aging buildings are more expensive to renovate; affects marketability in cases - Narrow right-of-way widths create mobility challenges - Irregular/narrow lot shape and sizes makes development challenging - Limited downtown green space

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Introduce uniformity in the downtown (lighting, signage, design). Progress Measures: Number of new fixtures added/replaced; increased foot traffic	Strategy A: Place new wayfinding signage. Strategy B: Implement lighting plan Strategy C: Enforce Conservation District design guidelines	MD DHCD, First Energy, MHAA

Outcome 2: Continue initiatives that aim to renovate and get buildings occupied.	Strategy A: Adopt vacant properties ordinance	City Council
Outcome 3: Make the City's Gateways inviting Progress Measure: Visual impact/visitation	Strategy A: Gateway Improvements Strategy B: Enforce City Codes	MD DHCD

Sustainable Communities Workgroup Roster

Workgroup Leaders:

Julie Martorana, City of Brunswick, Economic Development and Grants Coordinator
Carmen Hilton, Brunswick Main Street Manager

Workgroup Members:

David Dunn, City of Brunswick, City Administrator
Carrie Myers, City of Brunswick, Director of Administration
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Jeremy Mose, City of Brunswick, Assistant City Administrator of Public Facilities
Abbie Ricketts, Canal Towns Partnership, President
Andrew Costello, Economic Development Commission Member
Andy St. John, City of Brunswick, City Council Member
Brian Keller, Conservation District Member
Christopher Messick, Parks and Recreation Committee Member
Dan Sherwood, Brunswick Main Street, Chairman of the Board
Ellis Burruss, Greater Brunswick Chamber of Commerce Member
Adam Wyatt, Local Business Owner
Wayne Allgaier, History Commission, Chairman

Sustainable Community Renewal Application
Additional Files

Document Links

City of Brunswick website: www.brunswickmd.gov.

City of Brunswick Staff Organizational Chart

Small Area Plan

Conservation District Boundary Map

Conservation District Design Guidelines

Conservation District Ordinance

Residential Sidewalk Replacement Loan Program

Stormwater Management Information

Pictures and Website Links

Brunswick Family Campground

Rivers Edge Trail

Parks and Playgrounds

Special Events Information

Discover Brunswick