SUSTAINABLE COMMUNITIES PROGRAM

APPLICATION FOR DESIGNATION RENEWAL

Eligible Applicants:

- *Local Governments with a Sustainable Communities Designation*
- *Local Government Consortiums with a Sustainable Communities Designation*

Application must be submitted
on or before the expiration date of
Sustainable Communities designation.

Maryland Department of Housing and Community Development
Division of Neighborhood Revitalization
2 N Charles Street, Suite 450
Baltimore, MD 21201
410-209-5800
http://dhcd.maryland.gov/

**Approved SGCC
1/12/2022**

LARRY HOGAN
Governor
BOYD K. RUTHERFORD
Lt. Governor
KENNETH C. HOLT
Secretary
OWEN McEVOY
Deputy Secretary

Overview of Sustainable Communities

The Sustainable Communities Act of 2010 established a framework for reinvestment and revitalization of Maryland's existing communities creating a single, locally designated geographic focus area. Since that time the "Sustainable Communities" designation has provided an efficient means of targeting scarce public and private resources for multiple State agency investments and prioritizations.

Purpose or Renewal and Streamlined Application

The Sustainable Communities (SC) designation must be renewed every five years. This renewal application provides an opportunity for local governments to update their existing SC action plan and report on the accomplishments made over the past five years. Through the renewal process, local governments can request additional technical assistance and highlight any areas from the original action plan for which progress must still be made.

Application Eligibility and Threshold Requirements

Local governments (municipal or county) are eligible to apply.

Eligible applicants are to reconvene their **Sustainable Communities Workgroup** to discuss the accomplishments and challenges of their Sustainable Community Action Plans in addition to any update they may like to make to the Action Plan. The applicant may choose to select new members to participate in the Workgroup. The purpose of this workgroup is to continue and reinforce working relationships and collaborations among local governmental departments and better align community development priorities and strategies. In addition, this is an opportunity to assess if the Workgroup would like technical assistance from State government agencies to implement certain action items or develop strategies to address local challenges.

Threshold Requirements

All Sustainable Community applications must meet the following threshold requirements:

1) Sustainable Community Area boundaries must be entirely within a Priority Funding Area (PFA) and should be an area in need of renewal and reinvestment that would benefit from a targeted long-term strategy. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at: http://www.mdp.state.md.us/OurProducts/pfamap.shtml ;

2) The proposed Sustainable Community is within or near a town center or transportation center, or there is a need for financing assistance for small businesses, nonprofit organizations or microenterprises;

3) The updated Plan must be consistent with other existing community or comprehensive plans;

4) A Sustainable Communities Workgroup is re-convened and a roster of members should be provided with the application.

Applications that do not meet these threshold requirements will not be considered.

Application Submission and Evaluation

The Sustainable Community application will be evaluated based on thorough assessment of strengths and weaknesses and how well desired outcomes, strategies and action steps are connected to the local conditions.

The first printed page of the electronic application is a Table of Contents. This should also serve as a checklist and be used to provide corresponding tabs. In addition to the hard copies of an application, all pictures and maps are to be submitted on a CD-ROM, or send via email to the Sustainable Communities project management team. Pictures should be in a JPEG format and maps should be in a pdf format. Please also include GIS shapefiles of Sustainable Community boundaries and other GIS related data.

Incomplete applications will not be accepted.

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Deliver Sustainable Community Applications to:

Sustainable Community Application
ATTN: Olivia Ceccarelli-McGonigal
Division of Neighborhood Revitalization
Department of Housing and Community Development
2 N Charles Street, Suite 450
Baltimore, MD 21201
410-209-5826

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Site Visits. Follow-up Discussion, Technical Assistance

Attendance at a minimum of one application consultation session is mandatory for all applicants. Consult with Olivia Ceccarelli-McGonigal at 410-298-5826 or by email at olivia.ceccarelli@maryland.gov if you would like to schedule a meeting.

During the application review process, the review team may make site visits and/or hold meetings with applicants. In addition, applicants may be contacted by the Department for follow-up discussions prior to awards.

When needed, the Department may offer technical assistance, in collaboration with the Maryland Department of Planning, to local governments with limited capacity to prepare their Sustainable Communities applications.

Approval

Approval of applications will be made by the Governor's Smart Growth Coordinating Committee on the recommendation of an inter-agency review team. The review team is coordinated by the Department of Housing and Community Development. The Governor's Smart Growth Coordinating Committee can defer the approval of a Sustainable Communities renewal to the Governor's Smart Growth Subcabinet.

All questions related to the application, please contact Olivia Ceccarelli-McGonigal at 410-209-5826 or by email at olivia.ceccarelli@maryland.gov or your regional project manager, found at this link: https://dhcd.maryland.gov/Communities/Documents/SRP/PM-Map-ContactInfo.pdf

RENEWAL APPLICATION INSTRUCTIONS

The Sustainable Communities application for renewal has **three** sections:

A. Contact information, General Information, Organizational Capacity:

In this section, applicants are asked to update their contact information, provide information about demographic shifts over the past five years, discuss the strengths and weaknesses of their Sustainable Communities workgroup and share any technical assistance needs the workgroup may have.

B. **Report on accomplishments over past <u>five</u> years**:

The report is an opportunity to reflect on any accomplishments achieved in the Sustainable Community area. It is a tool used to evaluate if the SC applicant achieved its intended outcomes, implemented the strategies initially envisioned and identify what resources were used. Renewal applicants are encouraged to discuss how priorities, actions, and objectives were or were not achieved across the six elements listed on the previous page (v), including how any of the elements may have interrelated during the five initial years of SC designation.

C. Sustainable Communities Action Plan Update:

The Sustainable Communities Action Plan has been revised so that it is less time consuming and focused on developing a strategic implementation plan. Renewal applicants are encouraged to use their previous Sustainable Communities applications as a basis for their updated Action Plan. You may identify which weaknesses have not yet been addressed or which strategies have not yet been implemented. Include your revitalization priorities for the next five years, basing them on your community's current strengths and weaknesses.

SUSTAINABLE COMMUNITIES PLAN ELEMENTS

The table below provides a description of each subject area/element of the Sustainable Communities Action Plan. Included are examples of common strengths and weaknesses within each subject area and the types of projects that might be implemented to address said strengths and weaknesses.

ENVIRONMENT: Describes projects involving the natural environment, our use of natural resources, and our relationships to the natural environment.

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

ECONOMY: Describes projects centered on economic growth and management.

This category includes projects focusing on (but not limited to): 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.

TRANSPORTATION: Describes projects involving the way people in your community get from place to place.

This category includes projects focusing on (but not limited to): 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.

HOUSING: Describes projects involving the homes people in your community live or making it easier for them to find and stay in a place to call home.

This category includes projects focusing on (but not limited to): affordability; increasing homeownership; increasing rental housing; diversifying the kinds of housing available; improving housing condition (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.

COMMUNITY HEALTH & QUALITY OF LIFE: Describes projects 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 safety and the reduction of crime; libraries; educational facilities and programs; health and wellness facilities and programs; 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.

LOCAL PLANNING & STAFFING CAPACITY: Describes projects concerned with a local government's ability to plan for the community's future and to meet the current needs of residents.

This category includes projects focusing on (but not limited to): 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.

<u>Additional Guidance for Developing the Sustainable Communities Action Plan</u>

<u>III. SUSTAINABLE COMMUNITY ACTION PLAN UPDATE</u>

The Sustainable Community Action Plan (SC Plan or Plan) is meant to be a multi-year investment strategy – a strategic set of revitalization initiatives and projects that local partners believe will increase the economic vitality and livability of their community, increase prosperity for local households and improve the health of the surrounding environment. The Plan should be flexible enough to be updated regularly and renewed every five years as the community envisions new goals. The priority initiatives and projects identified in the action plan are your priorities for improving the livability of community places -- residential, commercial, or other public or private properties – and the sustainability of new work, retail, recreational and housing opportunities for residents. At the same time, the plan should only discuss the strategies that will impact the geographic area targeted for revitalization, so that resources have the best opportunity to have the intended effect. These projects can also be designed to reduce the environmental impact of the community through water and energy resource conservation and management strategies. In this way, the Plan can be a road map for local stakeholders as well as State agencies to work together to create a more a livable and sustainable community.

All communities submitted an SC Plan when the community earned its original designation. Some applicants may want to take advantage of the designation renewal process to outline new strategies, set new priorities or reaffirm existing strategies for their Sustainable Community. Changes to SC Plans may be due to changes in external factors affecting the community or changes in the priorities of the applicant.

<u>Action Plan Guidance</u>

The Action Plan section has been broken down into the same six categories as the Comprehensive Assessment section of this document. These parts address key components of your Sustainable Community Action Plan. Follow the guidelines below to fill out the matrix.

1) **For each of the different sections, pinpoint essential strengths and weaknesses of your community**. Example Transportation: Strength - Good sidewalk connectivity. Weakness - Insufficient amount of downtown parking.

2) **Based on those strengths and weaknesses, formulate specific outcomes that address the most pressing issues or greatest potentials. Include a means of measuring the success of said outcome.** Example Economy: Outcome – Expand broadband fiber optics in Town. Progress Measure - Linear measurement of fiber laid and number of residential and business connections.

3) **After defining the outcomes, list detailed strategies (break down to several action steps if needed) that will serve as the means to achieve those goals.** Example Economy: Strategy - Increase number of Town sponsored events → Develop with community input, a series of weekend events that the Town could host.

4) **List potential partners that can support the successful implementation of these strategies through different types of resources.** Example Economy: DHCD (Community Legacy program), Small Business Administration (Services and financial assistance) etc.

CHECKLIST AND TABLE OF CONTENTS

APPLICANT: Cecilton

NAME OF SUSTAINABLE COMMUNITY: Town of Cecilton

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**

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

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

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

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

❑ **Section F – CD-ROM:** The CD-ROM should include the following contents:

- If requesting a boundary modification, map in pdf format of the proposed Sustainable Community

- **GIS shapefiles of the modified Sustainable Community boundary (if requesting a modification) and other GIS related data**

- Photos (jpeg format) of your accomplished projects of the last five years **(as indicated in Section B)**

- Digital copy of completed Sustainable Communities Renewal Application

I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community:	**Cecilton**
Name of Applicant:	**Town of Cecilton**
Applicant's Federal Identification Number:	**52-0899780**
Applicant's Street Address: 117 West Main Street	**PO Box 317**

City: Cecilton	**County: Cecil**	**State: MD Zip Code: 21913**
Phone Number: 410-275-2692	**Fax Number: 410-275-2898**	**Web Address:** **www.ceciltonmd.gov**

Sustainable Community Application Local Contact:

Name: Mary Elizabeth Cooper		**Title: Town Administrator**	
Address: 117 West Main Street PO Box 317	**City: Cecilton**	**State: Maryland**	**Zip Code: 21913**
███████████████	███████████	███████████

Sustainable Community Contact for Application Status:

Name: Mary Elizabeth Cooper		**Title: Town Administrator**	
Address: 117 West Main Street PO Box 317	**City: Cecilton**	**State: Maryland**	**Zip Code: 21913**
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Other Sustainable Community Contacts:

Name: Kim Roland		**Title: Clerk/Treasurer**	
Address: 117 West Main Street PO Box 317	**City: Cecilton**	**State: Maryland**	**Zip Code: 21913**
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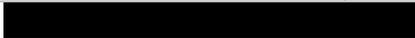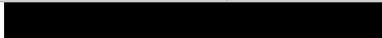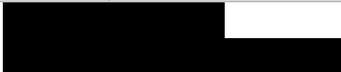
II. SUSTAINABLE COMMUNITY – General Information

A. Sustainable Community Boundary and Description

(1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not?
No, The Sustainable Community Area boundary encompasses most of Cecilton's town limits, which has been designated a Priority Funding area, and focuses on the Town Park, located on Rt. 282 on the eastern side of town, commercially zoned property, belonging to the Town, and situated along Rt. 213 on the southern side of Town.

(2) Include the following in as an attachment (if requesting a modification to your current boundary):

   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: 134.4

(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):

(5) 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 Town of Cecilton now has two affordable housing communities with Parklands and Cecilton Senior Village. HIP, in partnership with Ingerman Group, constructed Parklands a 62-unit, affordable family-housing development in Cecilton using 9% Low Income Housing Tax Credits, contributions from Cecil County, the Town of Cecilton, and a Federal Home Loan Bank Affordable Housing Program grant. Parklands included an activities Center space specifically for the town that is used for special Town meetings, meeting space for non-profit groups and event rental space for the public.

Cecilton has two new very significant additions to our community. The twenty Cecilton Senior village apartments and Cecilton Learning center address the town's important need for affordable housing opportunities for our seniors, childcare, and early education for our younger residents. Beyond providing homes and services, they will also support the close knit town's passionate sense of community and local pride by bringing Cecilton's older and younger generations closer together using the shared community space and outreach programs developed at the early learning center. The Cecilton Senior Village allows older members in our community to transition here and not have to move out of town to live out their later years. The Cecilton learning Center offers an opportunity for our younger community members to develop the skills necessary to prepare them for Kindergarten. At the 50th Annual National Council of State Housing Agencies Conference, Maryland Department of Housing and Community Development was recognized and won the Special achievement award. The department's entry "Partnerships for Responsive Revitalization"

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featured a six-year undertaking known as the "Cecilton Senior Village" project. This is a national award.

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?

Cecilton is a municipal government with a Mayor and four Council Members. The Sustainable Communities Work group consists of the Mayor and Council Members, the Town Administrator, the Town Maintenance Supervisor, and two Town residents. The Town Administrator will manage the implementation of the SC Area Plan on advisement from the Mayor and Council with input from the rest of the Sustainable Communities Workgroup.

The Mayor and Town Administrator have executed several large projects within the last few years. The Mayor will use his capacity for successful leadership to contribute to the enhancement of the other member's skills. The council Members have been involved in the large projects, also but not to the extent of the Mayor and Town Administrator. The rest of the workgroup has implemented a small number of initiatives, their knowledge and experience will be beneficial assets during the implementation of these projects.

(2) What have been the strengths and challenges of the capacity of the Sustainable Communities Workgroup with respect to implementation of the SC Plan?

Character, integrity, commitment to excellence and unceasing search for perfection and pragmatism are among the defining strengths of the group that will conquer obstacles while implementing the SC Plan. The biggest challenge of the capability of the members of the work group would be those who are not part of the Town's working government and have no prior experience in the process of implementation.

(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?

Town residents were invited to participate in the SC Workgroup with the Mayor and Council, Town Administrator, Maintenance Supervisor who were already members.

(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.

No, not 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

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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: Increase housing opportunities for senior residents with limited income.. Accommodate growth primarily through development of vacant lands within the Town's current boundaries per Comp Plan
Projects:
Construction of 20 units for seniors 62 and over.

Partners: CDBG, DHCD, Home Partnership

Impact:. The twenty Cecilton Senior village apartments address the town's important need for affordable housing opportunities for our seniors. Beyond providing homes and services, they will also support the close knit town's passionate sense of community and local pride by bringing Cecilton's older generation closer together using the shared community space and outreach.. The Cecilton Senior Village allows older members in our community to transition here and not have to move out of town to live out their later years.

Accomplishment 2:
Outcome: Preparing preK aged children for kindergarten while promoting education and literacy.
Projects:
New Early Child Learning Center

Partners: CDBG, DHCD, Home Partnership

Impact: . The Cecilton Learning center address the town's important need for childcare and early education for our younger residents.

Accomplishment 3:

Outcome: Expanding the park and increasing outdoor recreational opportunities per the Land Use Element in the Town's Comp Plan.

Projects: Exercise Circuit at the Town Park

Partners: Open Space

Impact: Promoting physical fitness and good health.

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

Outcome: Adult school crossing guards who will help the children who walk or bicycle to school by helping them safely cross the street at key locations such as Rt. 213 and Rt 282 junction.

Narrative: SHA came out and did a traffic study. They determined that we did not qualify for cross walk signals and a paid crossing guard.

Outcome: Build out Frisby's Meadows vacant property giving an opportunity for families to live in adequate homes within a price range that is affordable.

Narrative: Property is still for sale and there are no potential buyers at this time.

Outcome:

Narrative:

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			Yes, we have met with the Cecil County Soil Conservation to discuss the health of our ditch system and where we need improvement currently putting plan in place.
2. Have you improved wildlife habitat in your community? Ex. native plantings, pollinator gardens, rain gardens			X	
3. Have you increased access to green space, parks or outdoor recreational opportunities?			X	Our green space/park is always available and we have no other green space to offer.
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			The Town offers residential recycling. We host community clean-ups and we work to have our facilities run as efficiently as possible.

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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		COVID impacted businesses in our town.
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?			X	
3. Has there been an increase in foot traffic in the Main Street/commercial district?		X		COVID impacted foot traffic since businesses were not open for entry.
4. Have the number of commercial vacancies decreased?		X		No decrease.
5. Has there been an increase in local jobs within the Sustainable Community for its residents?		X		COVID impacted the number of jobs available.

	YES	NO	N/A	
6. Has there been an increase in workforce development training or other opportunities for connecting potential employees to well-paying jobs?		X		COVID.
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	
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	

	YES	NO	N/A	
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	
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			Some residents have installed solar panels to their homes.
2. Has the home ownership rate increased?		X		What has increased in housing is affordable housing.

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			We do not have a transit stop in Cecilton. Twenty affordable housing units have been built as part of the Cecilton Senior Village.
4. Has there been demolition of blighted properties?			X	
5. Has the residential vacancy rate decreased?			X	
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			CBDG, DHCD, Home Partnership and the Town of Cecilton worked to provide the Cecilton Senior Village affordable housing units.
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	
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	
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			Town of Cecilton hosted two parades, one at Christmas and one after the 4th of July. We also host a holiday annual open house. This past year, we declared an Annual Miss Becky Day where residents can meet at town hall to celebrate and converse. There was also a community trash clean up. We support the local fire company with truck pulls and other events. The Town also participates as a partner with Cecilton Elementary School in their Trunk or Treat event.
4. Have there been any changes in access to health and wellness services? Examples include mobile clinics,	X			Offered flu and COVID vaccine clinics. Cecil County Dept of Aging in partnership worked to offer exercise classes in our community center.

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			Exercise Circuit available in the town park.
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			There is a food pantry within the community. There are also produce stands that set up within the community and a garden center that has fresh organic produce.
7. Has there been a decrease in crime rate?	X			Increased patrol with the Cecil County Sheriff's Department deputies.
8. Do all residents have access to the Internet and other basic utilities and services?	X			There is free internet available at the public library, Town Hall, and our community center.

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	
2. Has there been an increase in the amount of preserved/protected land?			X	
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	
4. Have there been any zoning or policy changes that have fostered growth or redevelopment in your Sustainable Community?			X	

5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?	X			We know have all LED street lights.
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		Adequately staffed.
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		Town intersects two major highways and traffic studies are conducted by Maryland State Highway.
OTHER:				

Sustainable Communities Renewal Application - Section B

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): • • •	DHCD			
Strategic Demolition Fund (SDF): • **Former Head Start Demolition** •	DHCD	$100,000		
Community Safety & Enhancement Program:	MDOT			
Maryland Bikeways Program:	MDOT			
Sidewalk Retrofit Program:	MDOT			
Water Quality Revolving Loan Fund:	MDE			

Sustainable Communities Renewal Application - Section B

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
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				
Cecilton Early Learning Center	CDBG	$500,00		
Cecilton Senior Village	CDBG	$300,000		

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

Town of Cecilton

Town of Cecilton's Sustainable Community's Workgroup

Michael Cooper, Mayor
Craig DeVary, Council Member
Sue Katzmire, Council Member
Jeffrey West, Council Member
Danielle Zack, Council Member
Mary Cooper, Town Administrator
Brandon Jackson, Maintenance Supervisor
Carrie Zang, Resident
Patricia Taylor, Resident

Submission Date
11/16/2021

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
• **Town Park**: Green infrastructure: conserves our natural ecosystems, sustains clear air& water, and provides benefits to our residents & wildlife. Public Health: Our Park gives residents the opportunity for physical activity & social interaction • **Town Stormwater Ditches & Drains:** The Town's stormwater ditches aid in not only the Town's water quality, but the Chesapeake Bay, the residents health & wildlife habitats. The Town received grant funding form the EPA Chesapeake Bay Program to do a Sub-Watershed Study of all the Town's ditches and made a priority list. ** The Town has taken advantage of an energy grant from MEA along with Delmarva Power's rebates to do an Energy Audit and have updated to all LED light fixtures in all of our buildings & our street lights in all our buildings & our street lights in the entire town, along with insulating all of the buildings to help with the energy consumption.	• The Town Park has adequate green spaces but it isn't fully developed in multi-functional use and doesn't reach its socio-environmental potential or serve all age levels in the community. • The majority of the Town is drained through a series of open channel drainage ditches. Agricultural parcels lie in parcels lie in al four quadrants of the Town and planted crop areas abut, or drain directly to the open channel drainage ditch system. The Town maintains a large percentage of this system. Maintenance of the ditches is limited due to cost of machinery to sustain ditches. Easement issues. • The front portion of South Center Street does not have an updated drain system to control the runoff of excess rain and ground water from impervious surfaces, which is flowing onto private property.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Renovate or replace tennis courts in the Town Park to attract more people to the park. Progress Measures: Monitor the number of keys signed out to the tennis courts.	Strategy A: Have Town engineers draft a plan based on the requirements for the project. Strategy B: Advertise for RFP's for the tennis court project. Strategy C: After Strategy A and B are completed the Town will proceed to complete the project.	-AECOM- Town Engineers -POS or DHCD for Funding -Cecil County – permits, erosion &sediment control -MDE – Environmental review -DNR -Project Contractors

Outcome 2: Update the Cecilton Town Park Master Plan using guidance from the Comprehensive Plan. Progress Measures: Surveys returned from Town residents. Prioritization of projects from the surveys and the Town Park Master Plan.	Strategy A: Conducting surveys to get the resident involved in the updates and find out their preferences for enhancements to the Town Park. Strategy B: Consult with Town Engineers for updated costs and take into consideration the Comprehensive Plan. Strategy C: Prioritize projects according to the survey from the residents and the expense of the enhancements encouraging more interest and usage for the park.	Town residents AECOM – own engineers
Outcome 3: Improve stormwater ditches to manage the quality of water runoff. Taking care of drainage issue on Center Street. Progress Measures: Inspection of water runoff on Center Street. Regular inspections and maintenance of stormwater ditches.	Strategy A: Use Sub-Watershed Study Strategy B: Determine priorities and phases. Strategy C: Determine where easements will be required and acquire easements.	SHA – District 2 Soil Conservation DNR Attorney – Thomas Yeager Property owners

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
• Cecilton is a "walkable/bikeable community" which contributes to consumer cost savings, due to less automobile dependence. • Cecilton is the only south of the canal that contains affordable workforce housing, which not only change the lives of its residents, but it promotes economic and social integration while building community. • The Town Activities Center /Community Center at Parklands brings more revenue to the Town. • The Park's ball fields support economic development by bringing in tourism dollars for the community by patronizing the businesses.	• Limited industry and businesses in Town have created limited employment opportunities. • Lack of events and tourist attractions to draw visitors to the community. • The Town Park doesn't have an adequate amount of facilities to attract more visitors to the community.

- Cecilton is a pass through community for summer tourists who have property on the water, which is a good source of income, that wouldn't be earned if the tourists were not there.

Desired Outcomes and Progress Measures	Strategies and Action Items ⟶	Implementation Partners
Outcome 1: A healthy business community with increased services and retail businesses keeping the needs of the Town's citizens at the forefront. Progress Measures: Monitoring the local businesses and services based on the community's feedback.	Strategy A: Bringing the community together to form a vision and set goals for Local economic improvement making sure to include as many community Members as possible to ensure that the goals are shared and supported by the Majority. Strategy B: Creating an economic development plan that maximizes the Community's strengths and minimizes its weaknesses and includes the populace in the planning. Strategy C: Refine the plan based on community feedback and prepare to execute it. Strategy D: Keeping local business in the public eye by praising their contributions and update the economic development plan annually to move with the times and continue to serve the community's needs.	-MD Dept. of Business & Economic Development Program Assistance -Cecil County Economic Development -Cecil County Chamber of Commerce -Cecil county Executive & County Commissioners -Town residents -Maryland Department of Planning -Community Legacy Grant program
Outcome 2: Improving the economic climate and prospects of the community by attracting more visitors to the Town. Progress Measures: Surveying business owners and resident annually. Continually evaluating vehicular and pedestrian	Strategy A: Creating a multi-purpose (or multi-sport) athletic field, a facility with dimensions and markings to accommodate a variety of sports, which there is a lack of in southern Cecil County. (per Comp Plan) Strategy B: Creating more parking availability. Strategy C: Adding events; movies in the park, festivals, family fun days.	-Athletic coaches -AECOM – Town engineers -POS or DHCD for funding -Cecil County –permits, erosion & sediment control -MDE environmental review -DNR -Town residents -Project Contractors

traffic circulation as part of the continuing improvement of the Park Master Plan.		

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
- Bike lanes through Town promote les dependency on automobiles. - Bike lane connecting North Bohemia Avenue (Rt. 213) to the Town Park or connecting North Bohemia Avenue to East Main Street (Rt. 282). - New sidewalks which adds to the Town's walkable community. - Medical transportation to Elkton for doctor appointments/medical testing. - The Town's well kept streets and roads.	- No public transportation. - No crossing guards for the safety of the children who have to cross at the intersection of Rt. 282 and Rt. 213, which is a major intersection with heavy truck traffic and where the children in Town has to cross during their mandated walk to the Cecilton Elementary School. (per Comp Plan) - Lack of cross walk signals at the intersection of Rt. 282 and Rt. 213 which is a major intersection with heavy truck traffic and where the children in Town has to cross during their mandated walk to the Cecilton Elementary School. (per Comp Plan) - Truck traffic detouring on Rt. 213 to avoid Rt. 301 toll road. - Bike and walking tail from East Jacob's Way to the Town Park is crush n run gravel.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Overcoming the challenge of heavy, speeding truck traffic on Rt. 213 through the heart of the Town so our Town will still have livability, characteristics that make the community a desirable and safe place to live. Progress Measures: Monitoring the intersection of Rt.213 and Rt. 282	Strategy A: Increased police patrol, both State and County. .	-Cecil County Sheriff -Maryland State Police -SHA
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Housing

This section focuses on the homes in which people in your community live or making 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 condition (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.

Strengths	Weaknesses
- Single family homes – owned and rentals - Apartments – rentals - Age restricted housing - Cecilton Design Standards - Green belt around Town boundaries to prevent sprawl - Sub Division Regulations - Planning and Zoning Ordinances	- Need for single family housing to build out community - Unimproved homes especially ones owned disadvantaged and aged population

Desired Outcomes and Progress Measures	Strategies and Action Items →	Implementation Partners
Outcome 1: Construction of 20 senior 62 and over housing units to continue with the Town's goal of providing a suitable mix of housing types. Progress Measures: Project completed	Project completed	
Outcome 2: Build out of Frisby's Meadows vacant property giving an opportunity for families to live in adequate homes within a price range that is affordable. Progress Measures: Town being involved during the entire process and construction.	Strategy A: Provide a balanced housing stock with housing opportunities for all Town residents, by assisting in infrastructure cost. Strategy B: Be supportive and work with the developer to ensure the Town has given them help in everything necessary to complete the project such as; funding, easements, and marketing on Town website & Facebook. Strategy C: Planning and Zoning Commission meetings to ensure that the housing will be compatible with the overall goals and objectives as well as the character of the Town.	-AECOM – Town engineers -Cecil County – permits, erosion & sediment control -MDE environmental review -DNR -CDBG -Project Developers
Outcome 3: Neighborhood revitalization of homes owned by the disadvantaged and age population Progress Measures: Town being involved and monitoring of the projects.	Strategy A: Improve housing conditions for the Town's residents that are the disadvantaged population. Strategy B: Encourage continued maintenance and upkeep of existing housing and stimulate the replacement of housing that has become unfit for human habilitation. Strategy C: Assist in procuring funds for heat, roofs, windows, plumbing, & structural. Strategy D: Advertise for aid in the Town limits.	-Cecil County – permits, erosion & sediment control -MDE environmental review -DNR -CDBG -Project Developers

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
- Town Park - Police presence creates a safe environment - Community doctors, dentist and mental health clinic - Library - Active civic groups such as: Lions, Ruritans, Senior Citizens - Churches - Walkable and bikeable community - Good Elementary School - Low crime rates create a safe environment for raising a family - Faith based community - Town Activities Center - Work force housing - Senior housing - Small-town hospitality –neighbors helping neighbors - Traditional values – values are more ingrained	- Lack of job opportunities - No arts, theater or other culture - No public transportation - Lack of retail businesses

Desired Outcomes and Progress Measures	Strategies and Action Items →	Implementation Partners
Outcome 1: Improving the economic climate and prospects of the community by attracting more visitors to the Town. → Progress Measures: Surveying business owners and residents annually. Continually evaluating vehicular and pedestrian traffic circulation as part of the continuing improvement of the Park Master Plan	Strategy A: Creating a multi-purpose (or multi-sport) athletic field, a facility with dimensions and markings to accommodate a variety of sports, which there is a lack of in southern Cecil County. (per Comp Plan) Strategy B: Surveying, design, necessary change of ordinances Strategy C: Creating more parking availability Strategy D: Adding events; movies in the park, festivals, family fun days	-Athletic coaches -AECCOM – Town engineers -POS or DHCD for funding -Cecil County – permits, erosion& sediment control -MDE Environmental review -DNR -Town residents -Project Contractors
Outcome 2: A healthy business community with increased services and retail businesses keeping the needs of the Town's citizens at the forefront. Progress Measures: Monitoring the local businesses and services based on the community's feedback.	Strategy A: Seek out retail companies and developers Strategy B: Change zoning when necessary to accommodate a broader range of retail business such as: bakery, laundromat, breweries, etc.	-MD Dept. of Economic Development Program assistance -Cecil County Economic DVPMT -Cecil County Cham. of Commerce -Cecil County Executive & County Commissioners -Town residents MD Dept. of Planning -Community Legacy Grant program

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.

Sustainable Communities Renewal Application - Section B

Strengths	Weaknesses
• Local government flexibility • Various sized lots to develop within Town boundaries • Comprehensive Plan • Cecilton Design Standards • Green belt around the Town boundaries • Zoning Ordinances • Capital Improvement Plan and Budget • County Water and Sewerage Plan	• The Town Park doesn't have an adequate amount of facilities to attract • Limited Industry and businesses in Town

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Expanding the park and increasing outdoor recreational opportunities per the Land Use Element in the Town's Comp Plan Progress Measures: Monitoring the usage of the Town Park	Strategy A: Seek County and State support to implement the Town Park Master Plan Strategy B: Creating a multi-purpose (or multi-sport) athletic field, a facility with dimensions and marking to accommodate a variety of sports, which there is a lack of facilities in southern Cecil County. Strategy C: Surveying, design, necessary change of ordinances	-Athletic coaches -AECOM – Town engineers -POS or DHCD for funding -Cecil County – permits, erosion & sediment control -MDE Environmental review -DNR
Outcome 2: Accommodate growth primarily through development of vacant lands within the Town's current boundaries per Comp Plan Progress Measures: Ongoing monitoring of possible retail property	Strategy A: Provide sufficient opportunities for varying residential, commercial and light industrial uses which are in keeping with the small town values and the rural character of Cecilton. Strategy B: Reduce cost of water/sewer hookups Strategy C: Reach out to property owners	-Town Public Works -MDE -SHA
Outcome 3: Encourage new commercial development in the Town that will support the Town's economic viability while securing its small-town character Progress Measure: Ongoing monitoring of possible retail property	Strategy A: The sale of Town property Strategy B: Use the Town's development concept, to identify and utilize areas that can be used for retail in order to allow growth of this important sector of the economy Strategy C: Seek out retail companies and developers	-Developers -Real Estate persons -Businesses