<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Town of Charlestown Information</td>
</tr>
<tr>
<td>2</td>
<td>Application, Narrative &amp; Proposed SC Map</td>
</tr>
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<td>3</td>
<td>Action Plan/Matrix</td>
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<td>Resolution &amp; Letters of Support</td>
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<td>5</td>
<td>Signed Application Disclosure Authorization &amp; Certification</td>
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<tr>
<td>6</td>
<td>CD-ROM Map and Pictures</td>
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<tr>
<td>7</td>
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<td>8</td>
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</tr>
</tbody>
</table>
TAB 1

Town of Charlestown Information
I. SUSTAINABLE COMMUNITY APPLICANT INFORMATION

Name of Sustainable Community: Town of Charlestown

Name of Applicant: Town Commissioners of Charlestown

Applicant’s Federal Identification Number: 52-6013190

Applicant’s Street Address: 241 Market St. (PO Box 154) No Street delivery

<table>
<thead>
<tr>
<th>City: Charlestown</th>
<th>County:</th>
<th>Cecil</th>
<th>State: MD</th>
<th>Zip Code: 21914</th>
</tr>
</thead>
</table>

Phone Number: 410-287-6173  Fax Number: 410-287-6620

Web Address: www.charlestownmd.org

Sustainable Community Application Local Contact:

<table>
<thead>
<tr>
<th>Name: Janine Antoshak</th>
<th>Title: Office Manager</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Address: 241 Market St</th>
<th>City: Charlestown</th>
<th>State: MD</th>
<th>Zip Code: 21914</th>
</tr>
</thead>
</table>

Phone Number: 410-287-6173  Fax Number: 410-287-6620  E-mail Address: townhall1@comcast.net

Sustainable Community Contact for Application Status:

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<tr>
<th>Name: Janine Antoshak</th>
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Phone Number: 410-287-6173  Fax Number: 410-287-6620  E-mail Address: townhall1@comcast.net
TAB 2
Application, Narrative & Proposed SC
Map
SUSTAINABLE COMMUNITY DESIGNATION

2017 APPLICATION

Eligible Applicants:

- Local Government
- Local Government Consortium

Sustainable Communities Application Rounds

January 27, 2017
April 7, 2017
July 2, 2017
October 6, 2017

Maryland Department of Housing and Community Development
Division of Neighborhood Revitalization
2 N Charles Street, Suite 450
Baltimore, MD 21201
410-209-5800
www.mdhousing.org

LARRY HOGAN, Governor
BOYD K. RUTHERFORD, Lt Governor

KENNETH C. HOLT, Secretary
II. SUSTAINABLE COMMUNITY – General Information

A. Proposed Sustainable Community Area(s):

(1) Provide a description of SC Area boundaries. How did the applicant determine that these are the most appropriate boundaries for its target area? Describe the methodology for choosing this target area. The area included in the SC Area was determined by the workgroup and a representative of MD Department of Planning after lengthy discussion and careful consideration. Borders of target area begins running parallel to the North East River running north east, to a north westerly direction parallel to Louisa Lane, to a south westerly direction parallel to West Old Philadelphia Rd (Rt. 7).then in a south easterly direction to end at the North East river starting point. The target area was chosen due to proximity to; a) major traffic corridor ideal for small commercial business, b) includes Historic District limits to help preserve the character of “old town”, c) ideal location for small shops with living area above near existing restaurants and waterfront, and d) area with small streams and storm water runoff that requires management.

(2) Include the following in as an attachment: 1) PDF or JPEG of proposed Sustainable Communities map, 2) GIS shapefiles of proposed Sustainable Community boundary (mapped to the parcel boundary), 3) pictures of proposed Sustainable Community area.

(3) Approximate number of acres within the SC Area: 204.44

(4) Existing federal, state or local designations:
   - □ Community Legacy Area □ Designated Neighborhood □ Main Street □ Maple Street
   - X National Register Historic District X Local Historic District □ Arts & Entertainment District
   - □ State Enterprise Zone Special Taxing District X BRAC □ State Designated TOD
   - □ Other(s):

(5) Prior Revitalization Investments & Smart Growth:

1. List and describe any significant State and local smart growth or revitalization related program investments (for instance, Community Legacy or SC Rehab Tax Credit) that have been invested in the Area since the launching of Maryland’s Smart Growth initiative and programs in 1997 (including Housing investment). What impact have these investments made in the community?

2. Following are examples of revitalization investments which have had a dramatic and favorable impact on the Town of Charlestown. The Town received more than $80,000 in 2014 from a DNR/CPP grant for the refurbishment of the tennis courts and basketball court at the Athletic Complex. The area had fallen into disrepair and few, if any; residents or visitors were using the facilities. The courts were professionally resurfaced and once again players have returned. Hardly is there an evening when they are not in use. We were also able to add a “Pickle Ball” court for the seniors who enjoy tennis without the stress of running quite as much. This has been a highly successful project.

3. We are currently planning a new waterfront park on Town-owned land which now is a vacant field. Fortunately the Town again in 2015 received a DNR/CPP grant in the amount of $90,000. The Town
Sustainable Community Application 2017

will be adding another $10,000 to $15,000 to the project. We will be building an outdoor stage/wedding venue with beautiful views of the water. The venue should be available later this year for public and private rentals. Included in the new park area will be walking trails, rain gardens and we expect the area to be designated a “free” fishing area by the State of Maryland. This will interest the younger angler as the water is very calm with abundant fish.

4. The Town borrowed $132,000 from the Department of Housing and Community Development in 2015 to stabilize a very historic and eroding shoreline that is extensively used by residents and visitors alike. The area is a very popular wedding venue featuring expansive views of the upper Chesapeake Bay. We also took this opportunity to plant the shoreline with native plants and have planned a rain garden to mitigate most of the run off from the parking area. Without the much needed funding our restoration efforts would have failed and we would have lost a very historic piece of Charlestown.

5. The town is currently working with the DNR’s department of Marine and Costal Stewardship to repair or replace our pump-out station that is on the Town’s “C” dock. It is available for use to any boater at no charge.

(6) Describe the SC Area’s demographic trends (with respect to age, race, household size, household income, educational attainment, or other relevant factors).

Figures as per 2010 Census:

25.5% under age 18, 7.5% age 18-24, 26.1% age 25-44, 32.9% 45-64, 11% 65+
94.8% White, 3.7% African American, 2.5% Hispanic, 0.2% Native American, 0.1% Asian, 0.2% other races, 1.1% two or more races.

Average household size is 2.60, average family size is 3.05
2010 Median income is $72,200
Average commute for resident is 30.9 minutes

Education level:
89.4% High School or higher
25.6% Bachelor’s degree
9.4% Graduate or professional
4.9% Unemployed

B. Organizational Structure, Experience and Public Input:

(1) Describe the Applicant’s organizational structure. Specifically, which organizations are members in the Sustainable Communities Workgroup and who are the respective staff? Who are the leaders, and how will the Workgroup advisor or staff manage implementation of the SC Area Plan?

The sustainable community’s workgroup consists of Janine Antoshak, Office Manager, Wib Pumpaly, Town Administrator, Rebecca Mann, code enforcement for Planning and Zoning. Some of the residents included Larry Metz, business owner of Wellwood Club and Marina. Ron Edwards,
Sustainable Community Application 2017

chair for the Historic District Commission and chair for the Colonial Charlestown (301c organization), Audrey Edwards who is an active member of the Cecil County Historic District Commission, Ursula Boudart, vice chair of the Town’s Planning and Zoning board and other residents with various skills and interests. The president and town board of commissioners gave input and were updated regularly on the group’s progress.

(2) Describe the Applicant organization’s past experience in administering revitalization plans and projects. Describe the roles of the members of the Sustainable Communities Workgroup, including their experience in implementing revitalization initiatives. What are the strengths and challenges of the capacity of these groups with respect to implementation of the SC Plan? We have members with diverse experience and backgrounds. Wib Pumpaly has been town administrator for 9 years and has been awarded several grants for the Town. Recently there was the tennis and basketball court resurfacing and the Long Point shore erosion project and he is currently working on the pump-out station grant for the marina. After earning the title of Master Watershed Steward, Janine Antoshak has spearheaded the team working on the application for Sustainable Maryland community. She has also started a Green Team to fulfill a requirement for the Sustainable Maryland designation. The Green team will help to install a rain garden with native plantings at the Charlestown Elementary School in the spring 2017 and a rain garden in the Long Point Stone Pier on the North East River. Rebecca Mann works as Port Deposit’s code enforcer as well as the Town of Charlestown. She has been instrumental in administering grants in Port Deposit and is assisting in Charlestown as well. Ron and Audrey Edwards have a passion for local history and have led many historic tours in the town and are very active in preserving the historic nature of the town.

(3) How did residents and other stakeholders in the community provide input to the Action Plan described below in the next section? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based? Community members were invited by the president and town commissioners in an open meeting to join the sustainable community’s workgroup and to give their input. It was posted on the Town’s facebook and website about the openings for committee members. The workgroup used the comprehensive plan and the vision plan. They are in need of updating but still had valuable insight into the direction that the town is still pursuing. We also worked together to generate new and original ideas. We decided to form subgroups and work on specific areas of the action plan that were in our realm of expertise or experience. The group met together at the Wellwood several times and we communicated with each other in person or via e-mail.
Action Plan/Matrix

TAB 3
Sustainable Community Action Plan
Improve parking area for visitors.

- Develop and provide education and recreation opportunities for outdoor activities.

- Identify and promote natural ecosystems and provide benefits to our residents and visitors.

**Environment**

- Increased flood risk, decreased water quality, and decreased species diversity due to climate change.

- Increased flood risk, decreased water quality, and decreased species diversity due to climate change.

- Increased flood risk, decreased water quality, and decreased species diversity due to climate change.

- Increased flood risk, decreased water quality, and decreased species diversity due to climate change.

**Strategies**

- Implement green infrastructure to reduce stormwater runoff and improve water quality.

- Enhance stormwater management and green infrastructure to reduce flood risk and increase water quality.

- Enhance stormwater management and green infrastructure to reduce flood risk and increase water quality.

- Enhance stormwater management and green infrastructure to reduce flood risk and increase water quality.

**Actions**

- Install rain gardens and green roofs to reduce stormwater runoff and improve water quality.

- Install rain gardens and green roofs to reduce stormwater runoff and improve water quality.

- Install rain gardens and green roofs to reduce stormwater runoff and improve water quality.

- Install rain gardens and green roofs to reduce stormwater runoff and improve water quality.

**Processes**

- Implement green infrastructure projects such as living shorelines for improvement.

- Implement green infrastructure projects such as living shorelines for improvement.

- Implement green infrastructure projects such as living shorelines for improvement.

- Implement green infrastructure projects such as living shorelines for improvement.
<table>
<thead>
<tr>
<th>Projects</th>
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<th>Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Outcome 1:</strong> Direct development away from redeveloped buildings in the largest area.</td>
<td><strong>Outcome 2:</strong> Direct development away from redeveloped buildings in the largest area.</td>
<td><strong>Outcome 3:</strong> Direct development away from redeveloped buildings in the largest area.</td>
</tr>
<tr>
<td><strong>Progress Measure:</strong> Number of LEED certified natural resource conservation standards for environmental protection and sustainable areas and subject to performance.</td>
<td><strong>Progress Measure:</strong> Number of LEED certified natural resource conservation standards for environmental protection and sustainable areas and subject to performance.</td>
<td><strong>Progress Measure:</strong> Number of LEED certified natural resource conservation standards for environmental protection and sustainable areas and subject to performance.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Management Ordinance</th>
<th>Management Ordinance</th>
<th>Management Ordinance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategy D: Work with local County on enforcement of its storm water management ordinance that minimizes new impervious surfaces.</td>
<td>Strategy E: Update subdivision regulations to encourage development planning, rain gardens, rain barrels, and bio-swales.</td>
<td>Strategy F: Develop water conservation methods using programs for funding.</td>
</tr>
<tr>
<td>Implement storm water management through the planning process.</td>
<td>Encourage nodes to implement innovative strategies to reduce runoff at the source.</td>
<td>Exploit DPR Community Resilience Grants for funding.</td>
</tr>
<tr>
<td><strong>Outcome 4:</strong> Implement storm water management and the impact on the North Estuary and downstream on the Chesapeake Bay.</td>
<td><strong>Outcome 5:</strong> Reduce the amount of storm water runoff from parking.</td>
<td><strong>Outcome 6:</strong> Improve the quality and reduce the quantity of storm water runoff.</td>
</tr>
<tr>
<td><strong>Progress Measure:</strong> Flow down storm water run off.</td>
<td><strong>Progress Measure:</strong> Flow down storm water run off.</td>
<td><strong>Progress Measure:</strong> Flow down storm water run off.</td>
</tr>
</tbody>
</table>
### Economy

#### Cultural and Historic Assets
- Business district and commercial vacancies
- Workforce/employment and economic drivers
- Local policies/regulations/marketing, tourism

#### Strengths and Weaknesses

<table>
<thead>
<tr>
<th>Strengths</th>
<th>Weaknesses</th>
</tr>
</thead>
<tbody>
<tr>
<td>- More than half of the Chantilom workforce is employed outside</td>
<td>- Failure to preserve and rehabilitate historic and other structures that could become or are historic places</td>
</tr>
<tr>
<td>- Strong retail district and office space for residents and other businesses</td>
<td>- No commercial development to serve new residential areas above RL 7</td>
</tr>
<tr>
<td>- Visions expressed in water recreation of historic</td>
<td>- Commercial area for residents or other businesses not needed</td>
</tr>
<tr>
<td>- Intrepid Commercial Potential</td>
<td>- Commercial area for residents or other businesses not needed</td>
</tr>
</tbody>
</table>

**Strategic Actions**

- Explore Neighborhood Businessworks Funding and update zoning as needed.
- Increase walking and biking throughout town to include historic markers, businesses and parks.
- Support the opening of a coffee shop, restaurant, cafe, etc. at the Town's edge.

**Desired Outcomes**

- AnM2 action, and promotion of tourism and education of historic values.
- New business makes historic buildings and spaces compatible with the Town's business.

**Potential Measures**

- Explore Neighborhood Businessworks Funding.
- Increase walking and biking throughout town to include historic markers, businesses and parks.
- Support the opening of a coffee shop, restaurant, cafe, etc. at the Town's edge.

**Partners**

- Business, local
- MDDP, local
- Historic Society
- Local
- Office of Economic Development
- Chantilom
- DCC

---

#### Strategy:

- Increase walking and biking throughout town to include historic markers, businesses and parks.
- Explore Neighborhood Businessworks Funding and update zoning as needed.
- Support the opening of a coffee shop, restaurant, cafe, etc. at the Town's edge.

---

#### Desired Outcomes:

- Support the opening of a coffee shop, restaurant, cafe, etc. at the Town's edge.
- Increase walking and biking throughout town to include historic markers, businesses and parks.
- Explore Neighborhood Businessworks Funding.
<table>
<thead>
<tr>
<th>Heritage Greenway</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Suburbanana Tours</td>
<td></td>
</tr>
<tr>
<td>Lower Cuyahoga County</td>
<td></td>
</tr>
<tr>
<td>Chagrin, DNR, Historic Districts</td>
<td></td>
</tr>
<tr>
<td>Green Team, Colonial</td>
<td></td>
</tr>
</tbody>
</table>
| **Outcome** | **Strategy**
<p>| Number of new town events | Evaluate the use of an Entrepreneur Fund Through public/private partnerships and rehabilitation tax |
| <strong>Progress Measures:</strong> |<br />
| - Increase brand awareness and promote events for wedding guests |
| - Strategy: Revive and develop new town events such as the Colonial Chagrin Fair, historic walking tours, and promotional packages for wedding guests |
| - Place Environmental as a Resource for Tourism |
| - Port O'Development of a Scenic Byway that links Chagrin to the existing byway through Perryville |
| - Establish initial routes for different populations and events for diverse commercial activity |</p>
<table>
<thead>
<tr>
<th>Strategies and Action Items</th>
<th>Implementation Partners</th>
</tr>
</thead>
</table>
| Strategy A: Create a colonial traffic circle at the firehouse corner | **WMFPA, WILMPCO**
| Strategy B: Incorporate traffic calming measures into street enhancements project. | **MOOT, SHA, Cecil County Public Works, WILMPCO**
| Strategy C: Add crosswalks with signs, use town land to develop parking | **WILMPCO, WILMPCO**

**Progress Measures: Slow, more efficient traffic, better parking choices**

- **Outcome 1:** Enhance the safety of the road
- **Outcome 2:** Increase parking along the road

**Transportation**

<table>
<thead>
<tr>
<th>Weaknesses</th>
<th>Strengths</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lack of sidewalks/philosophy from Perryville (6.3 miles/11 minutes)</td>
<td>Close proximity to town center</td>
</tr>
</tbody>
</table>
| Needy walk service to Baltimore/Washington and beyond | Walkways parallel Route 7 through most of town and are prevailent in |}

**Transportation**

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</tbody>
</table>
### Housing

<table>
<thead>
<tr>
<th>Town</th>
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</thead>
<tbody>
<tr>
<td>No dwellings suitable for older population who want to stay in current properties and desired locations.</td>
</tr>
<tr>
<td>With purchasing them take a long time to turn over and the town has not been involved in buying over recent years. Properties may be suitable for demolition, but only $950 (median year built) in median income of the historic area.</td>
</tr>
<tr>
<td>Some ageing housing stock in need of upgrades and maintenance.</td>
</tr>
</tbody>
</table>

#### Weaknesses

- Relatively few tenant households spending $30% or more of their income on housing costs.
- Many historic properties.
- Low percentage of family households.
- High owner-occupancy (77% as of 2000).

#### Strengths

- Housing programs, tax incentives, and market value.
- Properties can include affordability, homeownership, or rental.
- Housing condition and value.

#### Strategies

- **Chesapeake: Clustered, compact, and transit-oriented communities.**
- **Chesapeake: Multi-modal transport systems.**
- **Chesapeake: Improve pedestrian and bike infrastructure.**
- **Chesapeake: Improve pedestrian and bike infrastructure.**

#### Outcome 2: Improve pedestrian connectivity to community centers and key areas.

#### Improved housing stock in the community...

<table>
<thead>
<tr>
<th>Improvement Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marland, D.C., Town Code</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Implementation Partners</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA, CHD, Town Code</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Strategies and Action Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase building and housing code standards for new units.</td>
</tr>
<tr>
<td>Replace substandard dwellings with new units.</td>
</tr>
</tbody>
</table>

#### Progress Measures:

- Number of dwellings reconstructed, converted, or demolished.
- Sustainable community development areas.
- Improvement in the town's overall quality.

#### Desired Outcomes and Progress Measures

- Improve housing stock in the community.
- Increase affordability of dwellings.
- Improve pedestrian connectivity to community centers and key areas.

---

### House of Representatives

- **Homes:**
  - Offer programs to help homeowners acquire their new homes.
  - Ensure enforcement of code violations.

- **Housing Programs:**
  - Replace substandard dwellings with new units.
  - Replace substandard dwellings with new units.

- **Housing Programs:**
  - Increase pedestrian and bike infrastructure.
<table>
<thead>
<tr>
<th>Strategy: Utilize social media such as Facebook, blog, and for</th>
<th>( \text{Outcome 2: Enhance res} )</th>
<th>( \text{Outcome 3: Preserve historic resources and} )</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historic Colonial Charters town including historic buildings and</td>
<td>enhance participation in ( \text{old town} ) activities</td>
<td>increase visual representation of historic assets</td>
</tr>
<tr>
<td>for town and for ( \text{Colonial Charters town} )</td>
<td>expanded public facilities</td>
<td>initiatives</td>
</tr>
<tr>
<td>Strategy: C: Develop a municipal historic preservation plan</td>
<td>for seniors</td>
<td>develop local and regional strategies to enhance</td>
</tr>
<tr>
<td>Strategy: B: Develop and maintainnessement of historic areas for</td>
<td></td>
<td>develop local and regional strategies to enhance</td>
</tr>
<tr>
<td>Strategy: A: Partner with neighboring municipalities, Cecil</td>
<td></td>
<td>develop local and regional strategies to enhance</td>
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<tr>
<td></td>
<td></td>
<td>develop local and regional strategies to enhance</td>
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<td>Desired Outcomes and Progress Measures</td>
</tr>
<tr>
<td>-------------------------</td>
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<td>----------------------------------------</td>
</tr>
<tr>
<td></td>
<td>Strategy: Increase tourism for all residents</td>
<td>Strategy: Create beautification projects to have historic town</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Strategy B: Complete the construction of a structure in the Avalon Park</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Strategy A: Create programming for tennis courts and other athletic and waterfront facilities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Programe: Increase attendance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Progress Measures: Number of new events and core of amenities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Outcome 1: Improved utilization of existing facilities</td>
</tr>
</tbody>
</table>

**Weaknesses**
- Cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc.

**Strengths**
- Cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc.

**Quality of Life**
- Cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc.
Strategy A: Develop a multi-cultural historic preservation plan for Chateaustown and include North East and Elkton.

Strategy B: Develop a Heritage Area Management Plan for Chateaustown. Create visibility and attraction of this area to support with grants. Assistance such as a full-time heritage planner to allow for enhancing the state and regional strategies to enhance the community's cultural and economic development. Chateaustown, Canal, Cold Spring, and other nearby communities.

Outcome: Preserve historic resources and facilities.

Strategy: Evaluate costs and benefits for consolidating from town residents and public facilities. Number of new or expanded facilities.

Outcome 2: Leverage town-owned public land for development of additional or expanded facilities.

Outcome: Increase visual representation of historic resources and maps.
<table>
<thead>
<tr>
<th>Strategy</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategy B:</td>
<td>Evaluate the need for a new cemetery and the merits of locating it on Town property.</td>
</tr>
<tr>
<td>SEO</td>
<td>Promote the Colonial Charlestown website and maintain its presence and downtown in town activities.</td>
</tr>
</tbody>
</table>

**Outcome 5:** Engage Residents outside of Historic Charlestown.

**Progress Measures:** Increase participation in Town meetings and events from residents of Charlestown.
Structures that promote adaptive historic preservation and reuse of historic uses.

Strategy D: Adopt building maintenance codes and zoning provisions express recognition of the existing mix of residential and non-residential uses.

Strategy C: Create flexible zoning provisions for the Town Center that
TAB 4

Resolution & Letters of Support
Town of Charlestown, Maryland
Resolution 2017-02

A RESOLUTION OF THE PRESIDENT AND COMMISSIONERS OF THE TOWN OF CHARLETTOWN, MARYLAND to designate the Town of Charlestown as a Sustainable Community, pursuant to the attached Sustainable Community map and Sustainable Community Plan (the "Plan") as further described in the Sustainable Community Application (the "Application"), for approval either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland.

WHEREAS, the President and Town Commissioners recognize that there is a significant need for reinvestment and revitalization of the communities in Charlestown, Cecil County, and

WHEREAS, the President and Town Commissioners propose to (i) designate the area of Charlestown, in Cecil County Maryland, as outlined on the attached map ("the Area"), as a Sustainable Community, and to (ii) adopt the Plan, as further described in the Application, for the purposes of contributing to the reinvestment and revitalization in the Area; and

WHEREAS, the Area is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act; and

WHEREAS, the applicable law and the Community Legacy Program regulations require a local government to submit an application to the Department in order to become a designated Sustainable Community, and to adopt a satisfactory Sustainable Community Plan in order to be eligible to receive financial assistance under the Community Legacy Program.

NOW, THEREFORE BE IT RESOLVED, the President and Town Commissioners hereby (i) endorse the designation of the Area as a Sustainable Community; and (ii) adopt the Sustainable Community Plan described in the Application.

BE IT FURTHER RESOLVED THAT, the President and Town Commissioners (i) are duly elected, qualified, and acting officers of the Town in the capacity indicated, or (ii) are otherwise authorized to execute and deliver documents on behalf of the Town for purposes of binding the Town; and (iii) the signatures set forth below after their names and offices or titles are their true and genuine signatures:

ADOPTED, by the President and Town Commissioners of the Town of Charlestown, Maryland at a regular meeting and effective on this 28th day of March 2017.
Town of Charlestown, Maryland
Resolution 2017-02

Witness

W. Pumpaly
Town Administrator

Andrew Thompson, President
Joseph Letts, Sr., Vice-President
Karl Fookler, Esq. Treasurer
Mary Carol Durance, Commissioner
Renee Capano, Commissioner
March 28, 2017

Town of Charlestown
ATTN: Town Commissioners
PO Box 154
Charlestown, MD 21914

Dear Commissioners:

As both a business owner and resident of Charlestown, I am writing this letter in support of Charlestown’s bid to become designated a “sustainable community”.

The Wellwood is located in the Historic District of Charlestown along the waterfront. “Uncle Joe Cannon said this is a restful spot on the river, far from the crowd.” This is a comment by Joseph Cannon, Speaker of the U S House of Representatives from 1903 to 1911, about the Wellwood. “Uncle Joe” is not alone in his appreciation of the Wellwood and the surrounding community. It has long been a “restful spot” favored by local and national politicians and business people including Grover Cleveland, Theodore Roosevelt, Calvin Coolidge and Franklin Roosevelt.

The Wellwood has been owned and operated by my family since 1958. We believe in providing our customers with a comfortable atmosphere where you can enjoy a quality meal prepared using choice meats, fresh seafood and fresh local produce. As the town’s largest employer we offer unique dining experiences for our guests. Our catering facilities host weddings, community and fundraising events for local organizations (Charlestown Elementary School, Cecil County Chamber of Commerce, Habitat for Humanity, Upper Bay Counselling, Good Shepherd School, the annual Ice Splash to fund Special Olympics, Cecil College), corporate meetings & team building events and visiting bus tours. During the summer season we offer entertainment during dining hours. Our guests frequently enjoy waterfront walks, the fishing boat ramp, kayak & canoe rentals and picnic area as well Charlestown’s well equipped marinas. All of this is available right here in relaxing Charlestown!

The opportunities available to businesses and residents of “sustainable communities” will help to keep Charlestown the wonderful place to live and work that it is today. I wholeheartedly support the effort of Charlestown in their bid to become a “sustainable community” and will continue to do my part to make Charlestown a wonderful place to live and visit.

Sincerely,

Larry Metz, President
March 28, 2017

To Whom It May Concern:

At the March 27, 2017 meeting of Charlestown’s Green Team a unanimous vote was taken to support Charlestown’s efforts to become a Maryland Designated Sustainable Community. We wholeheartedly pledge our support of the Action Plan and wherever possible will contribute to the efforts to see it carried out. We find that this action plan is much in keeping with the goals of the Green Team in their effort to become certified in the Sustainable Maryland Program and see many places where we can be beneficial to both of our efforts in the same projects. Helping Charlestown to become a healthy, happy and sustainable place to live, play and work is a goal that we can all get behind.

For the Green Team,

Debbie Myers,
Green Team Staff Support
Team Members:

Scott Atwater
Rogers Clements
Kenneth Confalone
Robert Gell
Diane Letts
Lori Wooddell
Colonial Charlestown, Inc.  
PO Box 52  
Charlestown, MD 21914

To Whom It May Concern:

Colonial Charlestown, Inc. is a non-profit organization in Charlestown. The seven(7) directors are all residents of the town. The purpose of the organization is to educate, support and promote the quality of community life, stimulate rehabilitation of the community, guarding against deterioration with particular interest in the Historic District. To coordinate scenic improvements of Charlestown and placing special significance on the public owned and historic areas, sites, dwellings, building and other improvements.

One of the major events of 18th century Charlestown was the annual fairs held in April and October. Merchants came from as far away as Philadelphia, PA to sell and buy merchandise. Colonial Charlestown held several reenactment fairs in the 70's 80's and early 90's which were very successful. Currently we are in the process of planning another fair for October this year to celebrate Charlestown's 275th year anniversary. Planning is underway for reenactments, colonial crafts, house tours, colonial costumes, etc. In the recent past we have had walking tours with mini skits, house and garden tours and war of 1812 events. Colonial Charlestown also has a restored 1810 house with a small museum.

Becoming a sustainable community would be another step in preserving our historic values for Charlestown, Cecil County and the State of Maryland and would have our full support and cooperation.

Ronald W. Edwards  
Chairman, Colonial Charlestown, Inc.
To Whom It May Concern:

The Charlestown Historic District Commission is comprised of a seven member board, all of whom are residents of Charlestown. The purpose and power of the Historic District Commission is defined as: The preservation of structures of historic and architectural value, together with their appurtenances and environmental settings, is a public purpose in this state. The General Assembly of the State of Maryland finds and declares that such preservation may be accomplished by the establishment of Historic Districts and properties. The regulation of construction, alteration, reconstruction, moving and demolition therein and thereof and such establishment and regulations are appropriate and necessary to: safeguard the heritage of Maryland by preserving districts and properties which reflect elements of cultural, social, economic, political, technological or architectural history; foster civic beauty; stabilize and improve property values in such districts and strengthen the local economy; promote the use and preservation of historic districts for the education, welfare and pleasure of residents and visitors. Our Historic District is defined by the area bounded on the west side by Tasker Lane, on the north by Ogle Street and on the east by Louisa Lane. The fourth boundary shall be the mean low tide line of the Northeast River.

The Historic District Commission is the first stop on any building permit applications within its’ boundaries. A certificate of appropriateness from the commission is necessary to continue in the permitting process. The Commission considers the following in its deliberations: the degree of historic or architectural value of the structure and its relationship to the historic value of the surrounding area; the relationship of the exterior architectural features of the structure to the surrounding area; the general compatibility of exterior design, arrangement, texture and materials proposed to be used; any other factor, including aesthetic factors, which the Commission deems pertinent; new construction or alteration need not be limited to the architectural style of any one period except as necessary to avoid incongruity.

The Historic District Commission fully supports Charlestown in its quest to become a sustainable community and will have our full cooperation and support.

Sincerely,

Ronald W. Edwards
Chairman, Historic District Commission

Linda Slicer
Secretary, Historic District Commission
TAB 5
Signed Application Disclosure
Authorization & Certification
DISCLOSURE AUTHORIZATION AND CERTIFICATION

The undersigned authorizes the Department of Housing and Community Development (the "Department") to make such inquiries as necessary, including, but not limited to, credit inquiries, in order to verify the accuracy of the statements made by the applicant and to determine the creditworthiness of the applicant and the accuracy of the application.

In accordance with Executive Order 01.01.1983.18, the Department advises you that certain personal information is necessary to determine eligibility for financial assistance. Availability of this information for public inspection is governed by Maryland’s Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland (the “Act”). This information will be disclosed to appropriate staff of the Department or to public officials for purposes directly connected with administration of this financial assistance program for which its use is intended. Such information may be shared with State, federal or local government agencies, which have a financial role in the project. The applicant has the right to inspect, amend, or correct personal records in accordance with the Act.

The Department intends to make available to the public the contents of the local governments’ Sustainable Community Plans and the contents of Sustainable Community Applications, including posting of entire applications on the Department’s website, use of such materials at presentations, training sessions, press releases, articles and other means of publication. This information may be confidential under the Act. If the applicant considers this information confidential and does not want it made available to the public, please indicate this objection in writing and attach the same to this application.

The applicant agrees that not attaching an objection constitutes consent to the information being made available to the public as herein described, and a waiver of any rights the applicant may have regarding this information under the Act.

I have read and understand the above paragraph. Applicant’s Initials: J.A.

Anyone who knowingly makes, or causes to be made, any false statement or report relative to this Application, for the purposes of influencing the action of the Department on such Application, may become ineligible to receive State financial assistance, and is subject to other penalties authorized by law.

The undersigned hereby certifies that s/he is authorized to enter into the agreements and certifications contained herein and in the Application, and further certifies that the information set herein and in any attachment in support hereof is true, correct, and complete to the best of his/her knowledge and belief.

Janine Antoshak
Authorized Signature
Type Name and Title
Office Manager

3-28-2017
Date
03/28/2017