



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 10/12/2022

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 page of the electronic application is the Table of Contents. This should also serve as a checklist and be used to provide corresponding tabs.

Please submit all materials (application, maps, pictures, and/or shapefiles) via email to the Sustainable Communities project management team.

Incomplete applications will not be accepted.

Deliver Sustainable Community Applications via email:

Subject Line: Sustainable Community Application

To: Olivia Ceccarelli-McGonigal

olivia.ceccarelli@maryland.gov

Copy: John Papagni

john.papagni@maryland.gov

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.

If requested, the Department can provide technical assistance to local governments to prepare their Sustainable Communities applications. 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.

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.

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 five 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 in which people in your community live and which make 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 conditions (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.

Additional Guidance for Developing the Sustainable Communities Action Plan

III. SUSTAINABLE COMMUNITY ACTION PLAN UPDATE

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 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 reflect changes in external factors affecting the community or changes in the priorities of the applicant.

Action Plan Guidance

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 section, 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.
- pages**

- 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: Town Commissioners of Charlestown

NAME OF SUSTAINABLE COMMUNITY: Town of Charlestown

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:

X Section A - Sustainable Community Renewal Applicant Information

- [Applicant Information](#)

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

- [Part 1: Qualitative Assessment](#)
- [Part 2: Comprehensive Assessment](#)
- [Competitive Funding](#)

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

- [Action Plan](#)

X Section D – Sustainable Communities Workgroup Roster

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

- [Disclosure Authorization](#)

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

- If requesting a boundary modification, map in pdf format and a GIS shapefile of the proposed Sustainable Community boundary
- Photos (jpeg format) of your aforementioned accomplished projects of the last five years

I. SUSTAINABLE COMMUNITY RENEWAL 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 Street, [REDACTED]			
[REDACTED] No Street Delivery			
City: Charlestown		County: Cecil	
State: MD		Zip Code: 21914	
Phone Number: [REDACTED]		Fax Number: [REDACTED]	
Web Address: [REDACTED]			

Sustainable Community Application Local Contact:

Name: Bryan Lightner		Title: Town Administrator	
Address: 241 Market St		City: Charlestown	
State: MD		Zip Code: 21914	
Phone Number: [REDACTED]		Fax Number: [REDACTED]	
E-mail Address: [REDACTED]			

Sustainable Community Contact for Application Status:

Name: Bryan Lightner		Title: Town Administrator	
Address: 241 Market St		City: Charlestown	
State: MD		Zip Code: 21904	
Phone Number: [REDACTED]		Fax Number: [REDACTED]	
E-mail Address: [REDACTED]			

Other Sustainable Community Contacts:

Name:		Title:	
Address:		City:	
State:		Zip Code:	
Phone Number:		Fax Number:	
E-mail Address:			

II. SUSTAINABLE COMMUNITY – General Information

A. Sustainable Community Boundary and Description

- (1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not? Yes.
- (2) If yes, Include the following in as an attachment:
 - a. PDF or JPEG of modified Sustainable Communities boundary map,
 - b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),
- (3) Approximate number of acres of entire SC Area: Existing: 235 proposed 29.6 additional
- (4) Existing federal, state or local designations:

Sustainable Communities Renewal Application - Section A

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?

From 2016 to 2020, the population of Charlestown has increased approximately 26% (from an estimate 1218 in 2016 to 1530 in 2020). The median age is 35.5, with 28% under the age of 18, 55% 18-64, and 17% of the population 65 and over. The population is predominantly white. Charlestown has approximately 611 households with 654 housing units. The construction of Cool Springs subdivision has contributed to an increase in housing units. Median income is estimated at \$95,938 (+/- \$16,909).

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?

Town staff has changed in the past five years, but they have and will probably always be, an integral part of the workgroup. One member remained the same and two others took up the call to participate, and we're thinking it's because of their already being invested as board members appointed by the Town Commissioners. Finally, one member is new, because he is the President of a newer subdivision with an active homeowner's association.

Membership of the SC Workgroup – 2017

Janine Antoshak, Office Manager (Resigned)

Wib Pumpaly, Town Administrator (Resigned)

Rebecca Mann, Code Enforcement for Planning & Zoning (Status?)

Larry Metz, Resident and Local Business Owner (Wellwood Club)

Ron Edwards, Chair-Historic District Commission & Colonial Charlestown, Inc., and Resident (Status?)

Audrey Edwards, Member-Cecil County Historic District Commission and Resident

Ursula Boudart, Vice-Chair-Town Planning & Zoning Board

President and Town Board of Commissioners and other residents of various skills and interests provided input.

Membership of the SC Workgroup – 2022 (in alphabetic order)

Ursula Boudart, Vice-Chair-Town Planning & Zoning Board

Julie Campagna, Circuit Rider/Town Manager

Ken Confalone, Treasurer, Colonial Charlestown, Inc.

Mary Clark Confalone, Chair, Historic District Commission and Colonial Charlestown, Inc.

Sean Durgin, Cool Springs HOA President

Bryan Lightner, Town Administrator

Sustainable Communities Renewal Application - Section A

President and Town Board of Commissioners are expected to provide input and oversight

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

Some of the strengths are related to members already participating on board appointed by the Town Commissioners, so they have intimate knowledge of the Town and some of the vision for improvements from the Commissioners. It seems that when there is a shared vision amongst the workgroup, there is a higher likelihood the strategies in the plan will be implemented. Some of the challenges are just the opposite, when strategies are not understood by the workgroup, or not wholly supported, their implementation does not appear to be as likely. Of course, this is frustrating for Town staff, who would like to see all of these strategies implemented, albeit in a prioritized way. However, this is also a call to action for Town staff, to help make sure the workgroup, Commissioners, and the general public, understand the value of implementing particular strategies.

- (3) How did residents and other stakeholders in the community provide input to the Sustainable Communities Action Plan update? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based?

Residents and other stakeholders outside of the workgroup were given opportunities to review the draft plan and provide comments, including during public meetings, on our website, and via Facebook and email blasts. Some residents sent Town staff emails, while others wrote letters, and all comments received were in some way addressed in the final version of the plan. The renewal of the plan was based on the previous plan, Town Comprehensive Plan, and Cecil County's Green Infrastructure Plan and Nuisance Flooding Plan.

- (4) Would you like any technical assistance from State agencies to help expand the capacity of your SC Workgroup or implement your SC plan? Please describe with which revitalization strategies you would like assistance.

We could certainly use some assistance to engage our workgroup and/or Commissioners, to help make sure strategies are implemented, as well as, specific assistance on implementing the following strategies:

1. Acquire vacant lots with flood risk and incorporate as part of public open space systems.
2. Incentivize the use of green stormwater infrastructure on private properties.
3. Develop regulations for FEMA's 500-year floodplain and/or MDE's Climate Ready Action Boundary.
4. Develop regulations for the Town's wellhead protection zones.
5. Increase wayfinding signage around Town to include historic markers for significant sites and develop an accompanying walking tour, using both print and online media.
6. Explore potential grant funding for a Volunteer Coordinator/Events Planner position.
7. Conduct a walkability study to consider adding period street lighting, street trees, and sidewalks along MD 267 in the Historic District.
8. Use greenways and trails to connect open space and parks, such as a trail along Peddlers Creek, from Foot Log Park to the Athletic Complex, and provide bike racks as

Sustainable Communities Renewal Application - Section A

appropriate.

9. Explore and implement programs, such as façade improvement and strategic demolition, to help improve neighborhoods.

10. Develop a Historic Preservation Plan.

11. Consider adopting a building code that would enable the condemnation of unsafe structures and equipment.

12. Create a five-year Capital Improvement Plan for improving aging infrastructure.

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART I: QUALITATIVE ASSESSMENT

Purpose:

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

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

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

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

Example – Accomplishment 1

Outcome: Improved stormwater management

Projects:

Project 1: Stormwater Retrofit Plan – In October 2014, the Town Council approved the Town's stormwater retrofit plan which outlines various strategies and capital budget expenditures over the next five years. Strategies include reducing the amount of impervious surface in the community and improving stormwater management. One of the plan recommendations is to pass an ordinance that assesses an environmental protection fee on municipal permits.

Project 2: Green Streets – The Town added green elements to approximately 600 linear feet of roadway that had been experiencing severe flooding. Specifically, bioswales were constructed and trees were planted.

Partners:

Chesapeake Bay Trust – provided technical assistance

MD DHCD – provided financial assistance in form of a Community Legacy grant (totaling \$50,000).

Impact: The implementation of the projects had a significant impact on the community by improving stormwater runoff. The streets with the newly constructed bioswales no longer experience flooding.

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

Accomplishment 1:

Outcome: Develop Town Parks on the waterfront and at the athletic complex to generate income to off-set maintenance of parks.

Projects:

Project 1: Developed a site plan and constructed a multipurpose structure on Avalon Lot B with ability to generate revenue and host community events.

Project 2: Converted tennis court to a pickle ball court.



Partners: DNR, Avalon Park Committee, Planning & Zoning Commission

Impact:

The impact on the community has been increased enjoyment of the Town parks. The Avalon stage hosts free summer outdoor theater as well as musical performances that provide enrichment opportunities for residents and visitors.

Accomplishment 2:

Outcome: Improve the quality and reduce the quantity of stormwater runoff

Projects:

Stormwater Vulnerability & Floodplain Management Assessment (attached pdf)

Partners: Charlestown Board of Commissioners, Charlestown Green Team, Charlestown Town Administration, KCI Technologies, State of Maryland's Department of Natural Resources-Chesapeake & Coastal Service provided \$40,000 in funding

Impact:

The assessment evaluated the vulnerabilities within the existing stormwater system and the impacts on the community, and provided tools to guide stormwater project decisions, funding, and implementation of regulations.

Accomplishment 2:

Outcome: Improve housing stock in the sustainable community designated area

Projects:

Façade Improvement Project



Partners: Maryland Department of Housing and Community Development (DHCD), Community Legacy funded \$25,000

Impact: The Façade program was used to significantly improve four properties in the target area.

Accomplishment 3:

Outcome: Improve the quality and reduce the quantity of stormwater runoff

Projects:

Stormwater Vulnerability & Floodplain Management Assessment

Partners: Charlestown Board of Commissioners, Charlestown Green Team, Charlestown Town Administration, KCI Technologies, State of Maryland's Department of Natural Resources-Chesapeake & Coastal Service provided \$40,000 in funding

Impact:

The assessment evaluated the vulnerabilities within the existing stormwater system and the impacts on the community, and provided tools to guide stormwater project decisions, funding, and implementation of regulations.

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: Improve pedestrian connectivity to activity center, colonial appeal. Increase non-motorized traffic in and around town center, quantity and quality improvements, need more bicycle racks.

Narrative: In February 2022, the Town met with MD State Highway to discuss sidewalk improvements and replacements in the historic center of Charlestown. A funding source needs to be identified for this project.

Connectivity between the Athletic Complex and Foot Log Park is being discussed and investigation into the acquisition of a repetitive loss property is underway. This particular outcome was not accomplished due to recent staff turnover.

Outcome: Recreate historic walking tours and promote to wedding guests and other visitors to town. Create visitor and historic information center at Ice House, have historic markers and a self-guided, virtual/app based or audio/podcast tour.

Narrative: During the COVID pandemic, the in-person Historic walking tours were suspended and have recently resumed. The town is considering options and funding for historic signage and a professional consultant to create the virtual app.

Sustainable Communities Renewal Application - Section B

Outcome: Incorporate traffic calming measures into street improvements and safer walking and driving routes to elementary school.

Narrative: Discussions have been underway to solicit ideas from the Board of Commissioners and the community regarding traffic calming measures, including the use of bump-outs, and green infrastructure. The implementation of traffic calming measures is part of a larger, overall plan to address stormwater and to add features such as a traffic circle, new and in some cases, relocated sidewalks to the elementary school, and walking trails between parks. This outcome was less of a priority under the previous administration, but is now a priority, under the current administration.

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.

Sustainable Communities Renewal Application - Section B

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	Nothing quantifiable. Standard maintenance of the drainage system may have helped to improve water quality, such as culvert replacement re-establishing swales.
2. Have you improved wildlife habitat in your community? Ex. native plantings, pollinator gardens, rain gardens	X			Yes, we've created two native plant demonstration gardens at Avalon Park and are in the process of installing educational signage.
3. Have you increased access to green space, parks or outdoor recreational opportunities?	X			Yes, a kayak launch was added towards the point at Avalon Park
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	Nothing quantifiable.

Sustainable Communities Renewal Application - Section B

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		There has been no change in the number of businesses in the Town of Charlestown.
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?		X		The town has not gained any new designations.
3. Has there been an increase in foot traffic in the Main Street/commercial district?		X		The Town has not seen a noticeable increase in foot traffic.

Sustainable Communities Renewal Application - Section B

4. Have the number of commercial vacancies decreased?			X	
5. Has there been an increase in local jobs within the Sustainable Community for its residents?		X		
6. Has there been an increase in workforce development training or other opportunities for connecting potential employees to well-paying jobs?			X	
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			Yes, 8.6 miles of walking trails in Cool Springs subdivision.

Sustainable Communities Renewal Application - Section B

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			4,000 feet along MD267/Bladen Street, including 4 ADA-accessible ramps. The Town has seen a small increase in the use of the sidewalks and ramps.
4. Have there been any roadway improvements that support “Complete” or “Green” streets?	X			The road ways in the Cool Springs Subdivision are narrow to reduce impervious surface.
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?

Sustainable Communities Renewal Application - Section B

<p>1. Have any residential facades or interiors been improved? Has the energy efficiency of any housing units been increased?</p>		<p>X</p>		<p>Four (4) facades were improved through the HCD Community Legacy grant. Nine (9) interior renovations and eight (8) solar permits have been issued.</p>
<p>2. Has the homeownership rate increased?</p>		<p>X</p>		<p>The Town has not seen a noticeable homeownership rate increase.</p>
<p>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?</p>	<p>X</p>			<p>Four (4) housing units have been added and three are within ½-mile of a transit stop. The Town has not seen an increase in affordable housing units.</p>
<p>4. Has there been demolition of blighted properties?</p>	<p>X</p>			<p>Eleven (11) buildings have been demolished.</p>
<p>5. Has the residential vacancy rate decreased?</p>		<p>X</p>		<p>The Town has not seen a noticeable change in the residential vacancy rate.</p>
<p>6. Has the jurisdiction partnered with any community development corporations to improve its housing stock, increase the availability of</p>	<p>X</p>			<p>The Town is interested in partnering with a group like Home Partnership, Inc., to Develop a senior housing project, to help increase the availability of affordable housing options for this age group. During COVID, the Town did not shut off water service and partnered with the State of Maryland, Department of Human Services to offer the Water Assistance Program to low-income households, whereby eligible households received funding to help pay their water bills.</p>

Sustainable Communities Renewal Application - Section B

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?				
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			There have been 3 historic properties renovated, with 1 that addressed lead paint.
2. Have there been improvements and/or additions to your public or community available spaces? Examples include museums,	X			A performance state as added to Avalon Park and a skate park was added to the Charlestown Athletic Complex.

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<p>community centers, public plazas, murals and public art.</p>				
<p>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.</p>	<p>X</p>			<p>Music performances and plays are offered during the summer at the Avalon Park stage. The variety of music offered serves multiple generations. For other seasonal events such as the winter tree lighting and Halloween parade, the Town partners with the Charlestown Elementary School to engage children and their family members with the community.</p>
<p>4. Have there been any changes in access to health and wellness services? Examples include mobile clinics, hospitals, telehealth opportunities.</p>		<p>X</p>		
<p>5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/outdoor courses or groups)?</p>	<p>X</p>			<p>Pickle ball courts, walking trails, tennis, baseball and soccer field, skate park, basketball hoops, and 2 playgrounds.</p>

Sustainable Communities Renewal Application - Section B

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	Currently, there are no options and the idea of a Farmer's Market has drawn community interest.
7. Has there been a decrease in crime rate?		X		The Town has not seen a noticeable decrease in the crime rate.
8. Do all residents have access to the Internet and other basic utilities and services?	X			
OTHER:				
LOCAL PLANNING & STAFFING CAPACITY	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have there been any infill developments?	X			Out of 11 dwellings demolished, 8 have been replaced

Sustainable Communities Renewal Application - Section B

<p>2. Has there been an increase in the amount of preserved/protected land?</p>		<p>X</p>		<p>There has been no increase in the amount of preserved/protected land.</p>
<p>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.</p>		<p>X</p>		
<p>4. Have there been any zoning or policy changes that have fostered growth or redevelopment in your Sustainable Community?</p>		<p>X</p>		
<p>5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?</p>		<p>X</p>		

Sustainable Communities Renewal Application - Section B

<p>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?</p>	<p>X</p>			<p>Added a part-time Circuit Rider/Town Manager and 2 part-time, seasonal park rangers. Professional development opportunities for the Town staff are being explored with LGIT and MML.</p>
<p>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?</p>	<p>X</p>			<ul style="list-style-type: none"> • Stormwater Vulnerability and Floodplain Management Assessment completed • Watershed Master Plan grant initiated • WILMAPCO walkability study initiated
<p>OTHER:</p>				

Sustainable Communities Renewal Application - Section B

<p>COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.</p>	<p>Source (federal, state, foundation, etc.)</p>	<p>Amount Received</p>	<p>If no funding was received, what technical or other assistance from the state would help with future applications?</p>	<p>Other Notes</p>
<p>Community Legacy (CL):</p> <ul style="list-style-type: none"> ● Façade Improvement Program ● Circuit Rider 	<p>DHCD</p>	<p>\$25,000 \$50,000</p>		
<p>Strategic Demolition Fund (SDF):</p>	<p>DHCD</p>			
<p>Community Safety & Enhancement Program:</p>	<p>MDOT</p>			
<p>Maryland Bikeways Program:</p>	<p>MDOT</p>			
<p>Sidewalk Retrofit Program:</p>	<p>MDOT</p>			
<p>Water Quality Revolving Loan Fund:</p>	<p>MDE</p>			

Sustainable Communities Renewal Application - Section B

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

Bay Restoration Fund				
Chesapeake Bay Critical Area Commission Annual Grant		\$2,250		
DNR Community Resilience		\$75,000		
Video Lottery Terminal Grant		\$5,000		
Maryland DNR Chesapeake and Coastal Services		\$40,000	Stormwater Vulnerability & Floodplain Management Assessment	

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 Renewal

Town of Charlestown, Cecil County

Bryan Lightner

6/23/2022

Environment

(Environmental strengths and weaknesses can include quality of land, water, air, watersheds, tree canopies, climate change mitigation, habitat improvement, nuisance flooding, energy conservation, green infrastructure, storm water infrastructure/management, and parks, trails and recreation improvements.)

Sustainable Communities Renewal Application - Section B

Strengths	Weaknesses
<ul style="list-style-type: none"> • 8.25 acres of parks and more than 109 acres of open space. Our parks conserve natural ecosystems and provides benefits to our residents & wildlife and give our residents opportunity for outdoor activity & social interaction • School & town water conservation education efforts, including rain gardens and native plantings along with Long Point shore stabilization area • Town Administrator is a Master Watershed Steward and Certified Floodplain Manager. • Community has its own water from municipal wells, ability for growth 	<ul style="list-style-type: none"> • Much of parkland is undeveloped and has limited revenue producing programs to offset the cost of maintaining the land • Town’s public launch is no cost and has minimal parking 3 blocks from launch and disrupts traffic flow on weekends in season. • Erosion, storm water, and sediment contribute to nonpoint source pollution in the North East River as street ditches or storm drains pour into the river • Portions of Town are subject to nuisance flooding and need stormwater management infrastructure and improvements. • Town owned pier, boat launch, and fire boat pier need dredging • No recycling cans at parks

<u>Desired Outcomes and Progress Measures</u> Based on the strengths and weaknesses identify the strengths on which you would like to build and the challenges you would like to address. What outcomes are you trying to achieve? Where/ in what area do you want those changes to happen? → Progress Measure: Identify how you will know that you have achieved your outcome.	<u>Strategies and Action Items</u> 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. →	<u>Implementation Partners</u> Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.
<p>Outcome 1: Develop town parks on the waterfront and at the athletic complex to generate income to off-set maintenance of parks. Utilize parks for environmental education and to conserve and protect shorelines and wildlife. Develop town land with permeable parking areas for visitors.</p> <p>Progress measure: Environmentally friendly parks, community events, and park rentals.</p>	<p>Strategy A: Use multipurpose structure on Avalon Lot A to generate revenue and host community events.</p> <p>Strategy B: Utilize Town’s athletic complex for tennis/pickle ball/softball/little league. Host community events and educational events promoting green infrastructure.</p> <p>Strategy C: Implement green infrastructure projects to create demonstration projects at our parks, schools, and churches, and reuse dredge spoils to establish living shorelines along the waterfront.</p>	<p>Cecil County Tourism Office, Cecil County Parks & Recreation, Colonial Charlestown, Town Engineer, Maintenance Staff, Charlestown Elementary School</p>

Sustainable Communities Renewal Application - Section B

	<p>Strategy D: Improve management of Town parks to increase habitat protection and use open spaces to help reduce nuisance flooding.</p> <p>Strategy E: Examine the potential of adding another public boat launch and/or pier at Avalon Park.</p>	
<p>Outcome 2: Improve the quality and reduce the quantity of storm water runoff</p> <p>Progress Measures: Slow down storm water runoff and reduce damage to built infrastructure. Improved quality of river and reduced volume of storm water, number of properties acquired and/or retrofitted for stormwater management.</p>	<p>Strategy A: Develop a Watershed Master Plan to help prioritize stormwater management improvements that can help reduce flooding, both throughout Town and outside of Town limits.</p> <p>Strategy B: Acquire vacant lots with flood risk and incorporate as part of public open space systems.</p> <p>Strategy C: Incentivize the use of green stormwater infrastructure on private properties.</p> <p>Strategy D: Update the Town’s stormwater ordinance to include an element for erosion and sediment control, and require mitigation standards for development activities under 5,000 square feet.</p>	<p>MDE, DNR, Planning & Zoning Commission, Cecil County DPW, Town Engineer, property owners</p>
<p>Outcome 3: Direct development away from sensitive areas and subject it to performance standards for environmental protection and natural resource conservation.</p> <p>Progress Measures: number of ordinances updated</p>	<p>Strategy A: Protect core areas of the Green Infrastructure Network with clearing limits and mitigation requirements and consider creating as a new land use designation in the next update of the Comprehensive Plan.</p> <p>Strategy B: Develop regulations for FEMA’s 500-year floodplain and/or MDE’s Climate Ready Action Boundary.</p> <p>Strategy C: Develop regulations for the Town’s wellhead protection zones.</p>	<p>MDE, DNR, MDP, Planning & Zoning Commission</p>

Economy

(Economic strengths and weaknesses can include regional accessibility, business attraction/retention, health of the business district; commercial vacancy reduction, employment/job training, marketing, branding, and tourism, improving economic impact of cultural and historic assets; providing financial assistance to businesses; and creating a sense of place and vibrancy through streetscaping.)

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> • The few businesses are quite successful, including the Wellwood Club and the Market Street Café and marinas • As the Town grows through annexation, the population could support more small businesses. • Historic significance (1st major 18th century sea port on Upper Bay) can serve as a tourism draw, including many 18th century houses, two historic taverns and a home George Washington stayed in. • The waterfront with a rich history and recreational resources • Rare historic Ice house on Chesapeake Bay with artifacts that could become museum and gift shop 	<ul style="list-style-type: none"> • Untapped commercial potential – a small business district is needed for residents and visitors interested in water recreation or history. • More than half of the Charlestown workforce is employed outside of Cecil County and has a commute of 30 minutes or more. • No commercial development to serve new residential areas along Rt. 7 • Zoning code does not always fit with future goals, enforcement can be problematic, and updates are needed. • More capacity is needed to preserve historic resources and to promote tourism and education.

Desired Outcomes and Progress Measures	→ Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Attract businesses compatible with the Town’s historic makeup</p>	<p>Strategy A: Support new businesses, such as coffee shops, bed and breakfasts, museums, farmers markets, and studio spaces for artisans, through ongoing implementation of a façade improvement grant program, and including better promotion of what existing businesses have to offer.</p> <p>Strategy B: Increase wayfinding signage around Town to include historic markers for significant sites and develop an accompanying walking tour, using both print and online media.</p>	<p>Maryland DHCD, Cecil County Office of Economic Development, Cecil County Chamber of</p>

Sustainable Communities Renewal Application - Section B

<p>Progress Measures: Number of new businesses.</p>		<p>Commerce, MD and Cecil County Historic Society, MDP, Local restaurants and marinas</p>
<p>Outcome 2: Expand commercial activity through diverse activities and events for different audiences (kids, seniors, bicyclists, fisherman, history buffs, etc.)</p> <p>Progress Measures: Number of new town events</p>	<p>Strategy A: Evaluate the use of an Enterprise Fund through public/private partnerships and rehabilitation tax incentives.</p> <p>Strategy B: Partner with the Town of North East to amend the boundary of the Lower Susquehanna Heritage Greenway to include our Towns with Perryville and Port Deposit, and establish a “Target Investment zone” where Scenic Byways could connect our region.</p> <p>Strategy C: Revive and develop new town events such as the Colonial Charlestown Fair, historic walking tours, promotional packages for wedding guests, and fishing tournaments.</p> <p>Strategy D: Explore potential grant funding for a Volunteer Coordinator/Events Planner position.</p>	<p>Colonial Charlestown, Historic District Commission, DNR, Cecil County Tourism Office, Lower Susquehanna Heritage Greenway, Inc., Maryland DHCD, Fire Company</p>

Transportation

(Transportation strengths and weaknesses can include 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
<ul style="list-style-type: none"> • Proximity to I-95 and US 40, while Routes 7 and 267 run through the town • Water taxis managed by the Wellwood Club 	<ul style="list-style-type: none"> • Sidewalks are not present in many “old Town” areas but some residents are also not supportive of their installation. • Streets are narrow, 50’ or less in old town area and 25’ in new developments.

Sustainable Communities Renewal Application - Section B

<ul style="list-style-type: none"> • Bicycle signage is posted in some areas of Town connected to the East Coast Greenway • Cecil Transit provides fixed route service to Perryville and North East and connections beyond via the Mid County Connection, as well as on-demand response service for all ages weekdays 8-4 • Sidewalks parallel Route 267 through most of town and are prevalent in the new subdivisions north of route 7 • Nearby MARC service to Baltimore/Washington and Wilmington/Philadelphia from Perryville (6.3 miles/11 minutes) 	<ul style="list-style-type: none"> • Very limited parking in historic downtown, and town will have cars ticketed or towed if parked on streets or restricted areas. • Cecil County residents do not have many transportation options. • Cecil County has recognized bicycle improvement needs from Charlestown Corporate Limits to North East Corporate Limits along Rt. 7
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Desired Outcomes and Progress Measures →	Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Enhance the safety of the road network, parking for cars and boat trailers, bicycles, golf carts; Improve flow of traffic, especially during seasonal events.</p> <p>Progress Measure: slower, more efficient traffic patterns and increased parking areas.</p>	<p>Strategy A: Create a traffic circle at Bladen and Market Streets, including green stormwater infrastructure, and relate to the colonial streetscaping project proposed along MD 267 in this area.</p> <p>Strategy B: Incorporate traffic calming measures in select locations, including bump outs with green stormwater infrastructure, and provide safer walking and driving routes to the elementary school.</p> <p>Strategy C: Add crosswalks with signage in the appropriate locations, and consider safer passage across MD 7.</p> <p>Strategy D: Use town land to develop overflow parking areas and partner with shuttle service companies for events.</p>	<p>MDOT, SHA, Town Engineer, Maintenance Staff, WILMAPCO, Shuttle service companies, Charlestown Elementary School</p>
<p>Outcome 2: Improve bicycle and pedestrian connectivity to the center of Town, and enhance its colonial appeal.</p>	<p>Strategy A: Conduct a walkability study to consider adding period street lighting, street trees, and sidewalks along MD 267 in the Historic District.</p> <p>Strategy B: Use greenways and trails to connect open space and parks, such as a trail along Peddlers Creek, from Foot Log Park to the Athletic Complex, and provide bike racks as appropriate.</p>	<p>MDOT, SHA, DNR, Colonial Charlestown, Maryland DHCD, WILMAPCO</p>

Sustainable Communities Renewal Application - Section B

<p>Progress Measure: Number of walking trails and bikeways connecting bicyclists and pedestrians to the center of Town and open spaces.</p>		
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Housing

(Housing strengths and weaknesses can include affordability, homeownership vs rental, housing stock diversity, housing condition and value, housing programs, preventing foreclosures, and reducing residential vacancies.)

Strengths	Weaknesses
<ul style="list-style-type: none"> • High owner-occupancy (77% as of 2000) • Large percentage of family households • Many historic properties • Relatively few renter households spending 30% or more of their income on housing costs 	<ul style="list-style-type: none"> • Some aging housing stock in need of upgrades and maintenance, especially older 1920s-era cottages outside of the historic area (median year built is 1956) • Bank-owned vacant properties may be suitable for demolition, but take a long time to turn over and the Town has not been involved with purchasing them • Vacant properties and/or dilapidated structures tend to decrease neighborhood stability. • Limited housing options available for aging population, who want to stay in Town.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Improve housing stock in the sustainable community designated area, and expand the boundary to increase opportunities.</p> <p>Progress Measures: number of dwelling units rehabilitated, constructed, and/or reconstructed; number of demolitions.</p>	<p>Strategy A: Replace substandard dwelling units and trailers with units meeting current building code standards.</p> <p>Strategy B: Update and enforce zoning and building codes.</p> <p>Strategy C: Explore and implement programs, such as façade improvement and strategic demolition, to help improve neighborhoods.</p>	<p>Maryland DHCD, Cecil County Permits and Inspections Division, Planning and Zoning Commission, Town Attorney</p>

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<p>Outcome 2: Increase housing opportunities for the senior/aging community.</p>	<p>Strategy A: Identify potential development partners to achieve housing developments for seniors, and consider including a community center.</p> <p>Strategy B: Expand the Sustainable Community Designated Area to include the Town-owned property along Carpenter’s Point Road, to provide another opportunity to consider for a senior housing development.</p> <p>Strategy C: Update the zoning ordinance to permit accessory dwellings in residential zones, to help provide more affordable housing options.</p>	<p>Maryland DHCD, Planning and Zoning Commission, Home Partnerships, Inc.</p>

Community Health & Quality of Life

(Projects should focus on 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.)

Strengths	Weaknesses
<ul style="list-style-type: none"> • Attractive waterfront properties and amenities, including several active marinas, boat slips, fishing pier, and town dock • Significant heritage resources inventory (68 acres Historic District with approximately 150 buildings) and a notable colonial past; Town volunteers and the Historic District Commission are active in preserving and promoting the history of the Town (Cecil County’s oldest) and have experience hosting events for attracting visitors, such as ghost tours and historic house tours. • Well-maintained and plentiful park space, including 4.8 acres Athletic Complex • Free events and amenities provided by the Town 	<ul style="list-style-type: none"> • Sense of community is lacking beyond small core groups. • Newer residents north of Route 7 with North East mailing addresses could be more engaged in town affairs. • Town has not been capitalizing on its historic culture, partially due to a lack of interest from younger generations. • Maintenance and cleanup after town events are burdensome for the small Town staff -- especially during the busier summer season. • Litter and debris on poorly maintained private properties creates a reputation of untidiness, especially on popular streets.

Sustainable Communities Renewal Application - Section B

<ul style="list-style-type: none"> • New fire station, fire equipment and fire boat • Award-winning elementary school near the center of town center, operating under-capacity (67% utilized) 	
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Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Improved utilization of existing amenities.</p> <p>Progress Measures: Number of new events and programs, event attendance.</p>	<p>Strategy A: Create programming for tennis courts, ballfields, and other athletic facilities.</p> <p>Strategy B: Create beautification projects with historical ambience in select areas.</p>	<p>Cecil County Tourism Office, Cecil County Parks and Recreation, Cecil County Office of Economic Development, Colonial Charlestown</p>

<p>Outcome 2: Leverage Town-owned land for development of additional or expanded community uses.</p> <p>Progress Measures: Number of new or expanded public facilities</p>	<p>Strategy A: Provide for expanded municipal facilities, including an addition and renovation of the current Town Hall.</p>	<p>Maryland DHCD, Colonial Charlestown</p>
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<p>Outcome 3: Preserve historic resources and develop regional strategies that enhance compatible cultural and economic initiatives.</p> <p>Progress Measures: number of new or expanded public facilities, number of plans.</p>	<p>Strategy A: Partner with neighboring municipalities, Cecil County, and the State, to fund a full-time Heritage Planner to support with grants and tax credit initiatives.</p> <p>Strategy B: Develop a Heritage Area Management Plan for Charlestown, North East and Elkton</p>	<p>Preservation Maryland, Cecil County Economic Development, DHCD, MHT, NRHP, MHAA, neighboring municipalities, Cecil County Tourism Office, Colonial Charlestown, and the Maryland Tourism Office.</p>
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Sustainable Communities Renewal Application - Section B

	Strategy C: Develop a Historic Preservation Plan	
<p>Outcome 4: Engage residents outside of the Historic District in activities</p> <p>Progress measures: Increased participation in town meetings and events from residents of newer developments</p>	<p>Strategy A: Use social media to advertise events at the 107 House and the Harry Barnes Ice House.</p>	Colonial Charlestown

Local Planning & Staffing Capacity

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

Strengths	Weaknesses
<ul style="list-style-type: none"> • Old Charlestown is a small-lot, high density grid system with mixed use development. • Town provides water service -- residents appreciate the well water, especially those with health concerns (sewer service is provided by Cecil County) and there is additional water service capacity. 	<ul style="list-style-type: none"> • The Comprehensive plan, and some Town code and ordinances need updating. • The Town is lacking sources of revenue. • There is a limited amount of commercial land use.

Desired Outcomes and Progress Measures	Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Create new sources of revenue other than taxes. →</p> <p>Progress Measures: Number of new sources of revenue.</p>	<p>Strategy A: Develop a senior housing complex with commercial retail uses.</p> <p>Strategy B: Attract new small businesses to the Town.</p>	Maryland DHCD, Cecil County Economic Development, Home Partnership, Inc.

Sustainable Communities Renewal Application - Section B

	<p>Strategy C: Continue participating in the Circuit Rider Town Manager program with the Town of North East, to ensure we have the capacity to identify supplemental funding sources, complete applications, and manage reporting requirements.</p>	
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<p>Outcome 2: Revise Town codes, zoning regulations, and update Comprehensive Plan, in order to promote revitalization and channel growth into appropriate areas.</p> <p>Progress Measures: updated codes, ordinances, and plans.</p>	<p>Strategy A: Create flexible zoning provisions for the Town Center that expressly recognize the existing mix of residential and non-residential uses.</p> <p>Strategy B: Consider adopting a building code that would enable the condemnation of unsafe structures and equipment.</p> <p>Strategy C: Update the Comprehensive Plan and incorporate elements from Cecil County’s Green Infrastructure Plan, Nuisance Flooding Plan, and Hazard Mitigation Plan.</p> <p>Strategy D: Create a five-year Capital Improvement Plan for improving aging infrastructure.</p>	<p>Planning & Zoning Commission, MDP, Maryland DHCD, Cecil County Division of Permits and Inspections</p>
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Section D Sustainable Communities Workgroup Roster

Lname	Name	Group
Boudart	Ursula Boudart	Board of Appeals
Campagna	Julie	Circuit Rider TOC and TONE
		Planning & Zoning Commission Chair/Colonial Charlestown
Confalone	Ken Confalone	Treasurer
	Mary Clark	
Confalone	Confalone	Historic District Commission Chair
Durgin	Sean Durgin	Cool Springs HOA President
Lightner	Bryan	Town Administrator

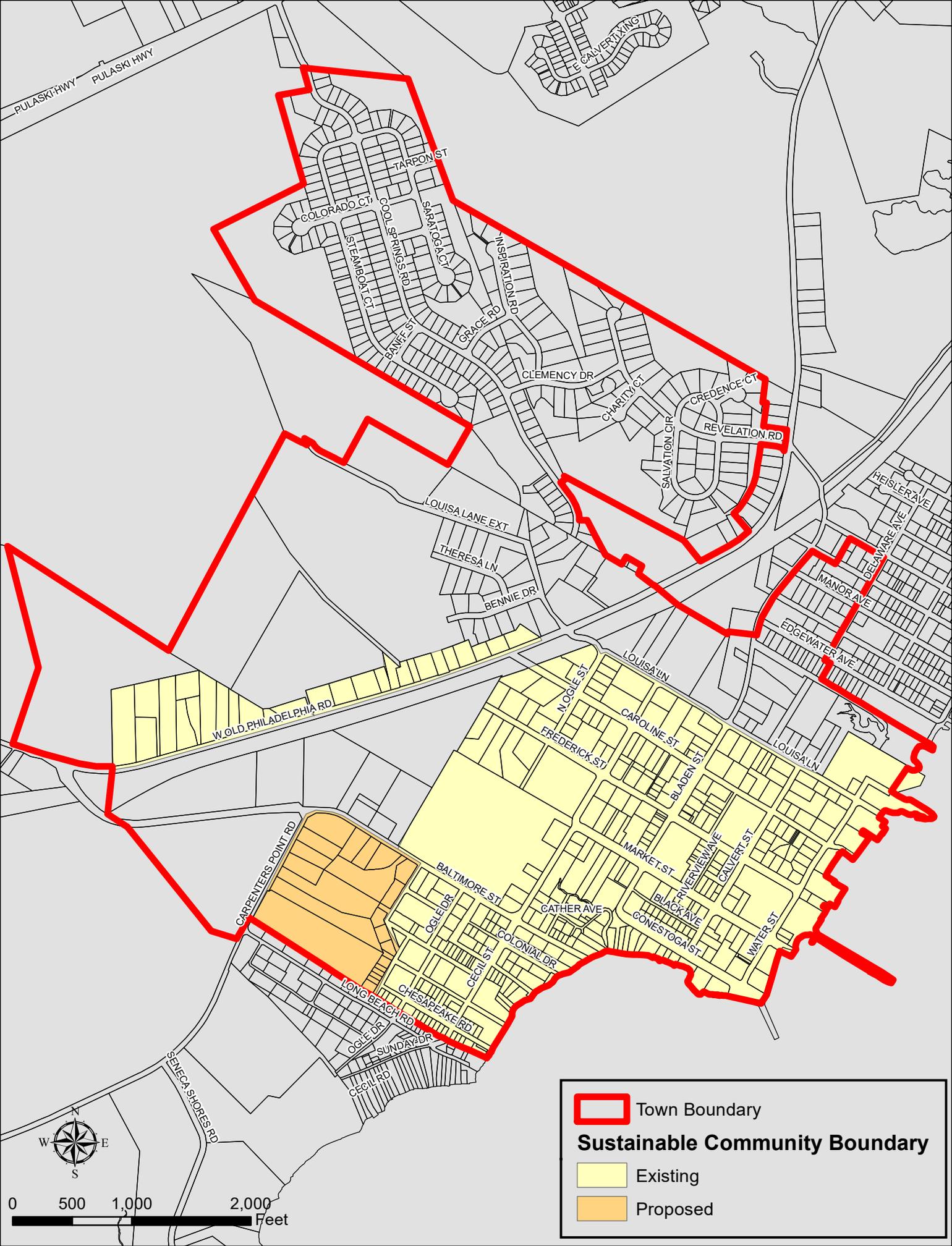
Section F - Boundary Expansion Justification

The Town would like to expand its Sustainable Community Area boundary to include the properties along Carpenter's Point Road, to enhance one of its gateways and increase opportunities to improve its housing stock with additional funding programs. The Housing section of the Plan identifies the following weaknesses:

- Some aging housing stock in need of upgrades and maintenance, especially older 1920s-era cottages outside of the historic area (median year built is 1956).
- Bank-owned vacant properties may be suitable for demolition, but take a long time to turn over and the Town has not been involved with purchasing them.
- Vacant properties and/or dilapidated structures tend to decrease neighborhood stability.
- Limited housing options available for aging population, who want to stay in Town.

In order to increase housing opportunities for the senior/aging community in Town, the Town would like to include the Town-owned property along Carpenter's Point Road, as another opportunity to consider for senior housing development. The Town will also coordinate with potential development partners to achieve developments for seniors, with the goal of also including a community center.

The boundary expansion proposed along Carpenter's Point Road would also address one of the outcomes identified in the Quality-of-Life section of the Plan, which is to leverage Town-owned land for the development of additional or expanded community uses. The corresponding strategy in that section is to provide for expanded municipal facilities, including an addition and renovation of the current Town Hall.



Town Boundary

Sustainable Community Boundary

- Existing
- Proposed