# 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/



**LARRY HOGAN,** *Governor*

**KENNETH C. HOLT,** *Secretary*

**BOYD K. RUTHERFORD,** *Lt. Governor*

**TONY REED,** *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 OF 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 ASSISTANCE

If a local government has limited capacity, staff from the Maryland Department of Housing and Community Development (DHCD) and Department of Planning (MDP) will be available to assist local government officials through the application process.

Please contact your Regional Project Manager at DHCD if you would like to request or learn more about this assistance (see page iv for contact information).

## SUSTAINABLE COMMUNITIES BENEFITS

The benefits of a Sustainable Community designation are substantial. The SC designation is a threshold requirement for application to several Maryland Department of Housing and Community Development revitalization programs (such as the Community Legacy Program and Strategic Demolition Fund listed below). Other programs from both the Department and other State agencies offer additional points or preference in the application process. The Sustainable Communities designation provides access to a suite of resources that can support housing and community development, local transportation enhancements, tax credit programs and programs to support a healthier environment. Taken together, these resources can promote safer, healthier and more attractive communities for families to live and put down roots.

**Community Legacy Program** is administered by the Maryland Department of Housing and Community Development and provides local governments and community development organizations with financial assistance to strengthen communities through such activities as business retention and attraction, encouraging homeownership and commercial revitalization. Community Legacy funds are restricted to Sustainable Community Areas.

**Strategic Demolition Fund** is administered by the Maryland Department of Housing and Community Development and provides grants and loans to local governments and community development organizations for predevelopment activities including demolition and land assembly for housing and revitalization projects.

The Strategic Demolition Fund catalyzes public and private investment in the reuse of vacant and underutilized sites. These funds are restricted to Sustainable Communities.

## Application Eligibility and Threshold Requirements

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

Eligible applicants are to convene 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;

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 Evaluation

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

## Priority Funding Areas

All Sustainable Communities must be located entirely within a Priority Funding Area. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at:
http://www.mdp.state.md.us/OurProducts/pfamap.shtml

## Application Training

The Department will be hosting various webinars for communities planning to submit a renewal application. Attendance at a minimum of one application training session is strongly encouraged for all applicants. Contact your Regional Project Manager (contact information page iv) to schedule an application training or verify when the webinars will be scheduled.

## Application Submission

Applications will be submitted both electronically/digitally and via postal mail. Each applicant must submit **one** hard copy of their application with all required attachments. DHCD reserves the right to not consider incomplete applications.

The first printed page of the electronic application is a Table of Contents (see page vii). This should also serve as a checklist and be used to provide corresponding tabs. In addition to the digital copy of the application, all pictures and maps are to be submitted on a CD-ROM or flash drive. Pictures should be burned to the CD in a JPEG format and maps should be burned to the CD in a pdf format. Please ALSO include GIS shapefiles of Sustainable Community boundaries and other GIS related data if a boundary change is requested. Be sure to label your files on the CD-ROM appropriately, i.e., "Proposed Sustainable Community Boundary," "Current Sustainable Community Boundary," etc.

No incomplete applications will be accepted.

Deliver Sustainable Community Applications to:
Sustainable Community Application
ATTN: Mary Kendall
Division of Neighborhood Revitalization
Department of Housing and Community Development
2 N Charles Street, Suite 450
Baltimore, MD 21201

## Site Visits, Follow-up Discussion

During the application review process, the review team may make site visits, hold meetings or have for follow-up discussions with applicants prior to designation approval.

## 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.

## Contact Information

***All questions related to application content, please contact your regional project manager. Regional contacts listed in the table on the next page.***

| DIVISION OF NEIGHBORHOOD REVITALIZATION, STATE REVITALIZATION PROGRAMS<br>**REGIONAL PROJECT MANAGERS** | | |
|---|---|---|
| REGION 1:<br>• Northwest Baltimore City<br>• Northwest Baltimore County<br><br>Larry Brown<br>Assistant Director<br>Phone: 410-209-5819<br>Email: larry.brownjr@maryland.gov | REGION 2:<br>• Northeast Baltimore City<br>• Northeast Baltimore County<br><br>Garland Thomas<br>Project Manager<br>Phone: 410-209-5803<br>Email: garland.thomas@maryland.gov | REGION 3:<br>• Southeast Baltimore City<br>• Southeast Baltimore County<br>• Anne Arundel County<br><br>Olivia Ceccarelli-McGonigal<br>Project Manager<br>Phone: 410-209-5826<br>Email:<br>olivia.ceccarelli@maryland.gov |
| REGION 4:<br>• Southwest Baltimore City<br>• Southwest Baltimore County<br>• Howard County<br><br>Nick Mayr<br>Project Manager<br>Phone: 410-209-5842<br>Email:<br>nicholas.mayr@maryland.gov | REGION 5:<br>Western Maryland<br>• Allegany<br>• Frederick<br>• Garrett<br>• Washington<br>• Carroll<br><br>Sara Jackson<br>Project Coordinator<br>Phone: 410-209-5812<br>Email: Sara.jackson@maryland.gov | REGION 6:<br>Washington DC Metropolitan<br>• Prince George's<br>• Montgomery<br><br>Duane Felix<br>Assistant Director<br>Phone: 410-209-5825<br>Email: Duane.Felix@maryland.gov |
| REGION 7:<br>Upper Eastern Shore<br>• Harford County<br>• Caroline<br>• Cecil<br>• Kent<br>• Queen Anne's<br>• Talbot<br><br>Ashlee Green<br>Project Manager<br>Phone: 410-209-5815<br>Email: Ashlee.Green@maryland.gov | REGION 8:<br>Lower Eastern Shore, Southern Maryland<br><br>Lower Eastern Shore<br>• Dorchester<br>• Somerset<br>• Wicomico<br>• Worcester<br><br>Southern Maryland<br>• Calvert<br>• Charles<br>• St. Mary's<br><br>Ashlee Green<br>Project Manager<br>Phone: 410-209-5815<br>Email: Ashlee.Green@maryland.gov | |

## SUSTAINABLE COMMUNITIES PLAN ELEMENTS

Ongoing designation as a Sustainable Community is contingent upon the continuation, expansion, and/or modification of a multi-year investment strategy that addresses the topic areas of Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning. The table below provides a non-exhaustive list of ideas that can be incorporated into each element as they are addressed in the sections that follow in this application.

| |
|---|
| **ENVIRONMENT:** Environmental accomplishments and objectives may include improvement of quality of land, water, air or watersheds, increased tree canopy, mitigation or adaptation to issues related to sea level rise, reduction of carbon footprint, improved energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, construction of parks, trails and other recreation facilities, recycling, improved water and sewer capacity, etc. |
| **ECONOMY:** Economic accomplishments and objectives may include increased regional accessibility, business attraction/retention, improved health of the business district and decreased commercial vacancies, improved accessibility to employment opportunities and economic drivers, adopted local policies/regulations that encourage economic growth, enhanced marketing and tourism, improvements to cultural and historic assets, etc. |
| **TRANSPORTATION:** Transportation accomplishments and objectives may include increased access to transit corridors, improved pedestrian safety and increased accessibility/sidewalks, alternative modes of transportation, such as bikeways and trails, public transit, such as bus and rail, carpooling, improved parking and road conditions, etc. |
| **HOUSING:** Housing accomplishments and objectives may include an increase in affordable, workforce or market rate housing, either for homeownership or rental, improved housing conditions and values, increase in housing programs, reduction in foreclosures and residential vacancies, increase in property values and home sale values, etc. |
| **QUALITY OF LIFE:** Quality of life accomplishments and objectives may include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc. |
| **LAND USE/LOCAL PLANNING:** Land use accomplishments and objectives may include changes to zoning, improved land use policies, increase/decrease in taxes and fees, etc. |

## 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. **Qualitative and Comprehensive 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.

## CHECKLIST AND TABLE OF CONTENTS

**APPLICANT:** **Town of Forest Heights**

**NAME OF SUSTAINABLE COMMUNITY:** **Forest Heights/Oxon Hill**

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

- ☐ **Section A - Sustainable Community Renewal Applicant Information**
- ☐ **Section B – Sustainable Community Renewal Report (Projects, Strategies and Partners)**
- ☐ **Section C – Sustainable Community Renewal Action Plan Update (Matrix)**
- ☐ **Section D – Sustainable Communities Workgroup Roster**
- ☐ **Section E – Signature Letter (acknowledging Disclosure Authorization and Certification)**
- ☐ **Section F – CD-ROM:** The CD-ROM should include the following contents:
  - If requesting a boundary modification, map in pdf format of the proposed Sustainable Community
  - **GIS shapefiles of the modified Sustainable Community boundary (if requesting a modification) and other GIS related data**
  - Pictures (jpeg format) of your accomplished projects of the last five years **(as indicated in Section B)**
  - Digital copy of completed Sustainable Communities Renewal Application

## I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

### Name of Sustainable Community:

Forest Heights

**Name of Renewal Applicant:** Town of Forest Heights

**Applicant's Federal Identification Number:** 53-6013782

**Applicant's Street Address:** 5508 Arapahoe Drive

**City:** Forest Heights **County:** PG **State:** MD **Zip Code:** 20745

**Phone Number:** (301) 839-1030; **Fax Number:** (301) 839-9236; **Web Address:** www.forestheightsmd.gov

**Sustainable Community Renewal Application Local Contact:**

**Name: Linwood Robinson** **Title: Town Administrator**

**Address: 5508 Arapahoe Drive** **City: Forest Heights** **State: MD** **Zip Code: 20745**

**Phone Number:** 301-839-1030 **Fax Number:** 301-839-9236 **E-mail Address:** lrobinson@forestheightsmd.gov

**Other Sustainable Community Contacts:**

**Name:** Ms. Cynthia Mann **Title:** Executive Director of Forest Heights/Oxon Hill Community Development Corporation

**Address: 5427 Indian Head Highway** **City: Forest Heights** **State:MD** **Zip Code: 20745**

**Phone Number:** 301-395-0808 **Fax Number:** **E-mail Address**: cmann4@msn.com

## I. SUSTAINABLE COMMUNITY – General Information

### A. Sustainable Community Boundary and Description

(1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not? No

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

a. PDF or JPEG of modified Sustainable Communities boundary map,
b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),

(3) Approximate number of acres of entire SC Area: 309 acres

(4) Existing federal, state or local designations:

☐Main Street ☐Maple Street

☐National Register Historic District ☐Local Historic District ☐ Arts & Entertainment District

☐State Enterprise Zone Special Taxing District ☐BRAC ☐ State Designated TOD

x Other(s): Designated: Opportunity Zone, Playful City USA, Let's Move/Healthy Community, Solar Panels, Zero Run-Off & Retention Program, Green Roof Program

(5) Describe the SC Area's current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years?

The town's demographics have not changed in the last five years. 2,447 residents reside in the town of Forest Heights. This includes 690 persons over the age of 55. The 2,447 residents are contained in 949 housing units.

The population of Forest Heights overall has a level of education that is slightly above the US average for all US cities and towns of 21.84%. Of adults 25 and older in Forest Heights, 23.70% have at least a bachelor's degree.

The per capita income in Forest Heights in 2010 was $30,305, which is middle income relative to Maryland, and upper middle income relative to the rest of the US. Forest Heights is a very ethnically-diverse town. The greatest number of Forest Heights residents report their race to be Black or African-American, followed by White. Forest Heights also has a sizeable Hispanic population (people of Hispanic origin can be of any race). People of Hispanic or Latino origin account for 11.28% of the town's residents.

## B. Organizational Structure, Experience and Public Input:

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

There are no changes to the organizational structure.

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

Challenges:

- Inability to connect with workgroup in a timely fashion because the people involved in the workgroup are involved in several projects at the same time, it is challenging to marry-up everyone's schedule. Not being able to meet as often as we would like tends to drag out the time required to accomplish some tasks.
- Not enough funding to complete the Sustainable Community plan.

Strengths:

- Having workgroup available to implement our SC plan.
- Having some funding to complete some of the Sustainable Community plan.
- Having a former Town Manager and the present Town Administrator that previously worked as a City Planner that are able to effectively administer energy efficiency programs.

(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 in the community provided input to the Sustainable Communities Action Plan update through public town meetings, notifications using town newsletters, and surveys (written and email).

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

No.

# 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) **Pictures**: 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: Improved stormwater management*

*Projects:*

*Project 1: Installation of 2500 linear feet of pervious sidewalk (N. Huron Drive).*

*Project 2: Green Streets—The Town added green elements to approximately 2300 linear feet of roadway that had been experiencing severe flooding. Specifically, bioswales and pervious sidewalks were constructed and trees were planted. An underground drainage system was also added (Rolph Drive).*

*Project 3: Forest Heights Trash-Free Program—the Town of Forest Heights purchased an electric street vac vehicle for Public Works to keep its curbs, streets, and inlets free of trash and debris. Additionally, four Big Belly solar-powered trash compactors were installed around the town. The trash cans alert Public Works via cellphone when they have reached capacity and need to be emptied.*

*Partners:*

- *Chesapeake Bay Trust/Green Street Grant Program—provided financial assistance in the form of a grant ($91,323).*
- *National Fish and Wildlife/Chesapeake Bay Small Watershed Program ($200,000).*
- *Prince George's County Storm Drain Participation Program ($300,000).*
- *The Town of Forest Heights General Fund ($300,000).*
- *Bladensburg Collaborative Grant*

*Impact: The implementation of the projects had a significant impact on the community by improving stormwater runoff. The streets with the newly constructed bioswales have a reduced quantity of stormwater runoff. Forest Heights streets have less debris and its Public Works department has lessened its carbon footprint by using a battery-operated street vac.*

### Accomplishment 2:

*Outcome: Improved stormwater management*

*Projects:*

*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 was to pass an ordinance that assesses an environmental protection fee on municipal permits.*

*Partners:*

- *Department of the Environment—provided financial assistance in the form of a grant.*
- *National Fish and Wildlife Foundation—provided financial assistance in the form of a grant.*
- *Department of Natural Resources—provided financial assistance in the form of a grant.*

*Impact: The implementation of the projects had a significant impact on the community by improving stormwater runoff. The streets with the newly constructed bioswales have a reduced quantity of stormwater runoff.*

**Accomplishment 3:**
*Outcome: Reduction in petrol use; reduction in carbon footprint*
*Projects:*

*Project 1: Purchase of three fully electric vehicles to replace three gasoline vehicles.*

*The purchase of three electric vehicles (for use by code enforcement, public works, and the Town Administrator) enabled the town to reduce our gasoline usage, and reduce our carbon footprint. Two of the gasoline vehicles (one for code enforcement; one for use by the town administrator) have been sold.*

*Partners:*

- *Maryland Energy Administration (MEA)*

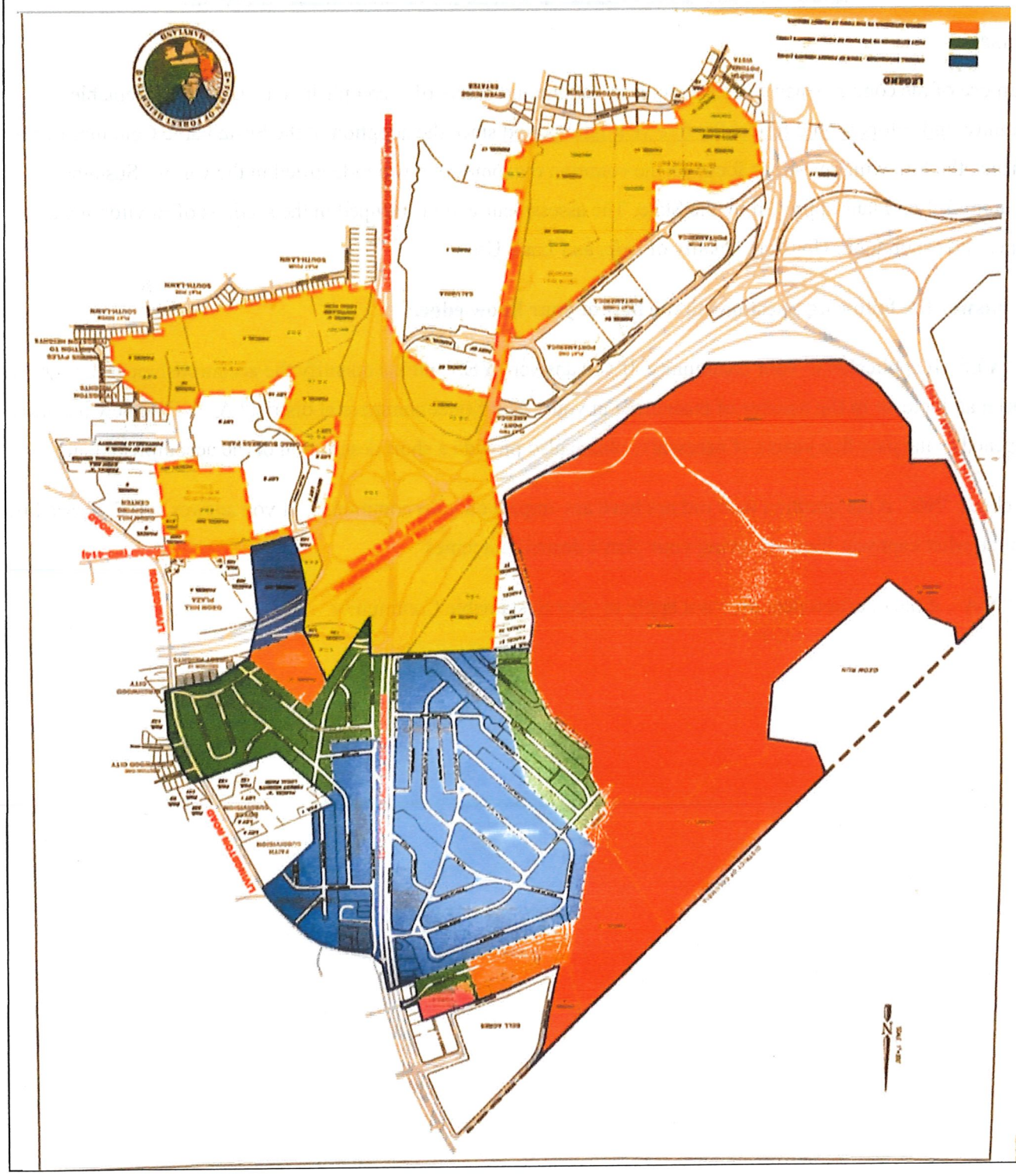
*Impact: All electric vehicles are cheaper to maintain (less moving parts), better for the environment (less pollution, less greenhouse and exhaust emissions; enabling the town to lessen its carbon footprint.*

**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: Two of six street have been upgraded to Greenstreets.*

*Narrative: The Town of Forest Heights has a priority list of six streets that have Stormwater flooding issues. These streets are slated for upgrades to green streets with drainage systems, etc. Of the six streets, only two streets have been completed due to a lack of funding. The cost of retrofitting these streets to date is $900,000 per street.*

*Narrative:*
*The proposed annexation of town is currently under consideration by the appellate court (attachment below).*



# SUSTAINABLE COMMUNITY RENEWAL REPORT

## PART II: COMPREHENSIVE ASSESSMENT

### Purpose:

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

**Please answer the following questions to the best of your knowledge.**

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

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

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

| ENVIRONMENT | YES | NO | N/A | If YES, specify in quantifiable units and compare values from the last five years<br>If NO, why not? What kept you from achieving your plan's desired outcomes? |
|---|---|---|---|---|
| 1. Has there been an improvement in water quality? | x | | | *Twenty-five rain barrels were given to residents to assist them with incorporating sustainable practices around the home.* |
| 2. Has the amount of impervious surface in your Community been reduced? (Amount in SF) | x | | | *13,600 sq. ft. (N. Huron Drive); 13,000 sq. ft. (Rolph Drive)*<br>*Total: 26,600 sq. ft* |
| **3.** Have there been improvements and/ or additions to your park and/ or recreational green space? | x | | | *Improvements made are: A tot lot was built on previously vacant property; Developed a community garden on previously undeveloped property; We are using undeveloped space to create a community gathering space. See Tot Lot attachment.* |
| 4. Did the Sustainable Community implement any recycling or waste reduction programs? | x | | | *Four Big Belly solar-powered trash compactors were installed around the town. The trash cans alert Public Works via cellphone when they have reached capacity and need to be emptied. Nine pet waste stations have been placed around the town.* |
| 5. Do all residents have access to healthy food options (i.e. fresh food grocery stores, farmers markets etc.) within the Sustainable Community? | x | | | *The town of Forest Heights in conjunction with the CDC sponsors a community garden in addition to a farmer's market being available to residents of the community,* |
| **OTHER**: | | | | |

| ECONOMY | YES | NO | N/A | If YES, specify in quantifiable units and compare values from the last five years<br>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 | | | *Two new restaurants are under construction in Forest Heights. There are also plans to construct a new strip mall on Livingston Road.* |
| 2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development? | x | | | *Yes, Opportunity Zone.* |
| 3. Has there been an increase in foot traffic in the Main Street/commercial district? | | x | | *NA* |
| 4. Have the number of commercial vacancies decreased? | | x | | *No. The Town of Forest Heights has a limited number of commercial businesses with little to no turn over.* |
| 5. Has there been an increase in local jobs within the Sustainable Community for its residents? | x | | | *The town of Forest Heights has hired local landscapers and custodians for their town hall building. We have also hired 6 police officers, 2 code enforcement officers, and 2 administrative personnel. The town also expects that the two new restaurants and the new strip mall will offer new opportunities for the town.* |
| **OTHER**: | | | | |

| TRANSPORTATION | YES | NO | N/A | If YES, specify in quantifiable units and compare values from the last five years<br>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? | | | | • *No. There is an interest in expanding. The Town is currently working on the Eastover and Forest Heights Bicycle and Pedestrian Network project with the Maryland National Capital Park and Planning Commission (M-NCPPC) Planning Department, Master Plan of Transportation (MPOT) and Washington, DC, to add sidewalks and bicycle trails where they are missing or incomplete.* |
| 2. Have there been improvements to the public transit infrastructure? | | x | | *NA; the town of Forest Heights does not have public transportation within the town proper. Previously, they used a connector bus service that traveled from the town of Forest Heights to the National Harbor. This service is temporarily stopped.* |
| 3. Has there been an increase in sidewalks? (Amount in linear feet) | x | | | *N. Huron – 2,529 linear feet of pervious concrete sidewalk*<br>*Rolph Drive – 2,446 linear feet of pervious concrete sidewalk* |
| 4. Have there been any roadway improvements that support "Complete" or "Green" streets? | x | | | *Improvements, such as the addition of tree boxes have been made to Rolph Drive.* |
| 5. Has traffic congestion along major roads decreased? (Amount in percent) | | x | | *Traffic congestion along major roads have increased due to development of the MGM Casino and the National Harbor.* |

| **OTHER**: | | | | |
|---|---|---|---|---|
| **HOUSING** | **YES** | **NO** | **N/A** | **If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?** |
| 1. Have any residential facades been improved? | x | | | *A significant number of homes for resale and rental service are receiving façade improvements which is positively affecting the aesthetics of the housing stock.* |
| 2. Has the home ownership rate increased? | | x | | *The town of Forest Heights has a 95% home occupancy rate. The town of Forest Heights has 170 rental properties; 37 of these homes are vacant.* |
| 3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable? | | x | | *No, however, two tracts of land, a part of Forest Heights, that are privately owned by two developers is being considered for development. Approximately 25 single-family homes can be built on the property located behind Cree Drive and approximately 25 townhomes can be built on the property at Talbert Drive. However, the land lacks infrastructure and roadway access.* |
| 4. Has there been demolition of blighted properties? | | x | | *No; there has not been demolition of blighted properties. The town has two tracts of land under consideration for development of subdivision homes.* |
| 5. Has the residential vacancy rate decreased? | | | | *No.* |

| | | | | |
|---|---|---|---|---|
| **OTHER**: | | | | *The town is presently working with two developers interested in developing single family homes on two tracts of land.* |
| **QUALITY OF LIFE** | **YES** | **NO** | **N/A** | **If YES, specify in quantifiable units and compare values from the last five years<br>If NO, why not? What kept you from achieving your plan's desired outcomes?** |
| 1. Has there been a decrease in crime rate? | x | | | *Yes, see crime statistics below.*<br><br>*Forest Heights Crime Statistics*<br><br>*Year / Property / Violent*<br>*2013 / 64 / 4*<br>*2014 / 56 / 7*<br>*2015 / 45 / 5*<br>*2016 / 57 / 5*<br>*2017 / 39 / 4* |
| 2. Have there been improvements and/ or additions to your public spaces (i.e. museums, community centers, public plazas)? | x | | | *New community park in center of town with 2 gazebos, public seating, and lighting.* |
| 3. Has there been an increase in public art/ arts & entertainment programs/venues (i.e. murals, movie theatre, music events)? | x | | | *Forest Heights Elementary School, located in the town of Forest Heights will be painting a mural on the wall of the community garden as one of their art projects. The town is commissioning a sculpture to be installed at the new community gathering space/park.* |
| 4. How many historic properties were renovated/improved? | | x | | *The town does not have designated historic properties.* |

| | | | | |
|---|---|---|---|---|
| 5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/ outdoor courses or groups)? | x | | | *The town offers classes are held twice a week at the Town Hall. Additionally, the town offers monthly health and wellness seminars to all citizens. The town also has 3 recreational parks.*<br>*New residents are given the following:*<br>• *Welcome bracelet*<br>• *Town of Forest Heights fountain pen*<br>• *Town of Forest Heights Welcome brochure*<br>• *Town of Forest Heights Ordinance book (English and Spanish versions available)*<br>• *Town of Forest Heights Free Prescription Discount Card*<br>• *Town of Forest Heights Residential Waste and Recycling Service Guide*<br>• *Meet and Greet invitation*<br>*The following annual events include our youth:*<br>• *Forest Heights Dancing Warriorettes—this group meets every Saturday in the Municipal Building from 9:00 AM-1:15PM*<br>• *Our annual events are:*<br>  ○ *The Haunted House*<br>  ○ *The Safe Harvest Extravaganza (Halloween party for children up to age 10)*<br>  ○ *Nickelodeon's World-Wide Day of play—this event is held twice a year* |
| **OTHER**: | | | | |
| **LAND USE/ LOCAL PLANNING** | **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 | | *No, the town does not have any infill developments.* |

| | | | | |
|---|---|---|---|---|
| 2. Has there been an increase in the amount of preserved/protected land? | | x | | *NA; the town does not have preserved/protected land.* |
| 3. Have there been any developments hindered by growth constraints? | | x | | *No. However, the current corporate limits of the town and the related build-out are growth constraints. (See certain proposed projects in original SC Plan).* |
| 4. Have there been any zoning or any policy changes that have fostered growth in your Sustainable Community? | | x | | *No. However, the county is currently rewriting its zoning ordinance and the town of Forest Heights is working closely with them to ensure growth continuity.* |
| 5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)? | x | | | *Three streets have new sewer lines and inlets (the intersections of Seneca and Sachem Drives and Rolph Drive).*<br><br>*New Police/Public Works building under construction.* |
| **OTHER**: | | | | |

| **COMPETITIVE FUNDING:** Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation. | **Source (federal, state, foundation, etc.)** | **Amount Received** | **If no funding was received, what technical or other assistance from the state would help with future applications?** | **Other Notes** |
|---|---|---|---|---|
| **Community Legacy (CL):** | DHCD | | | |
| **Strategic Demolition Fund (SDF):** | DHCD | | | |
| **Community Safety & Enhancement Program:** | MDOT | | | |
| **Maryland Bikeways Program:** | MDOT | | | |
| **Sidewalk Retrofit Program:** | MDOT | | | |
| **Water Quality Revolving Loan Fund:** | MDE | | | |

| **COMPETITIVE FUNDING:** Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation. | **Source (federal, state, foundation, etc.)** | **Amount Received** | **If no funding was received, what technical or other assistance from the state would help with future applications?** | **Other Notes** |
|---|---|---|---|---|
| **Other Funding Programs:** *examples are U.S. HUD Community Development Block Grants (CDBG), or grants from USDA, EPA, Appalachian Regional Commission, Chesapeake Bay Trust, Maryland Heritage Areas Association, Preservation Maryland, Safe Routes to School, Maryland Rural Development Corporation, Maryland Energy Administration, Maryland Department of Natural Resources, etc.*<br>*Please add more rows if necessary | | | | |
| **Safe Routes to School** | State | $211,000 | | |
| **Community Legacy Grant** | State | $190,000 | | |
| **Chesapeake Bay Trust/Green Street Grant Program** | Foundation | $91,323 | | |
| **National Fish and Wildlife/Chesapeake Bay Small Watershed Program** | Foundation | $200,000 | | |
| **Prince George's County Storm Drain Participation Program** | State | $300,000 | | |
| **The Town of Forest Heights General Fund** | Municipality | $300,000 | | |
| **Maryland Energy Administration Energy Grant** | State | $117,500 | | |
| **Kaboom**<br>**Maryland Department of Natural Resources**<br>**Maryland National Capitol Park and Planning Commission Project Open Space** | State | $72,212 | | Combined funding for building of Tot Lot |

| **COMPETITIVE FUNDING:** Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation. | **Source (federal, state, foundation, etc.)** | **Amount Received** | **If no funding was received, what technical or other assistance from the state would help with future applications?** | **Other Notes** |
|---|---|---|---|---|
| **Prince George's County Department of Public Works** | County | $300,000 | | Streets & Sidewalks and Stormwater Runoff (Wards 2 & 3) |
| **Local Impact Grant** | County | $23,000 | | |
| **Maryland Department of Natural Resources** | State | $27,750 | | Further development of community gathering space & garden |

| **COMPETITIVE FUNDING:** Are there any types of projects/needs for which your Sustainable Community needs funding; however, there isn't a funding source? |
| --- |
| Not at this time. |

## 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 a livable and sustainable community.

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

Guidance for completing the Action Plan can be found on the next page.

Action Plan Guidance

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

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

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

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

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

# Sustainable Community Action Plan

## Name of Sustainable Community

**Submitted by Town of Forest Heights**

**10/20/2018**

[Type text]

# Environment

(Environmental strengths and weaknesses can include but are not limited to quality of land, water, air, watersheds, tree canopy, risk of sea level rise, carbon footprint, energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, parks, trails and recreation, recycling, water and sewer capacity, etc)

| Strengths | Weaknesses |
|---|---|
| • The town has improved Stormwater management through a project on Rolph Drive to install bioretention areas and other Stormwater management infrastructure.<br>• The municipal grounds are currently recognized as a demonstration site for Stormwater management with the installation of pervious pavement and rain barrels. The town hall also utilizes solar panels to provide energy to offset energy costs and has a vegetative green roof.<br>• The town's new police department/public works building will also have solar power placed on its roof to offset energy use.<br>• More than 99 acres of the town is covered by tree canopy.<br>• There are three parks within the town limits along with two outside community gathering spaces.<br>• Big Belly Trash Cans (solar powered)<br>• Community Garden and Farmer's Market | • The existing tree canopy needs new trees to replace those that are aging out.<br>• The town has an aging sewer and water infrastructure.<br>• The town has Stormwater issues due to its underground streams. |

| Desired Outcomes and Progress Measures | Strategies and Action Items | Implementation Partners |
|---|---|---|
| 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? →<br>Progress Measure: Identify how you will know that you have achieved your outcome. | 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. → | Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners. |

| | | |
|---|---|---|
| Outcome 1: Continue to reduce the quantity of Stormwater runoff.<br><br>Progress Measures: Volume and rate of stormwater discharge; decrease in erosion. | Strategy A: Proceed with street improvement plan<br>• Proceed with street improvement plan with Rolph Drive, N. Huron Drive, Cree Drive, and several other streets.<br>• Address areas in which use of impervious pavement can be expanded.<br>Strategy B: Continue implementation of tree canopy plan<br>• Ensure funding for tree care and maintenance and new planting.<br>• Removal of diseased, aging, and invasive trees.<br>• Perform public outreach and organize volunteer planting work days.<br>• Partner with local schools, service organizations, and home owners, and apply for Maryland Department of Natural Resources Urban and Community Forestry Committee grant. | Maryland Department of Natural Resources; Maryland Department of the Environment; National Fish and Wildlife Foundation; Prince George's County Department of Environmental Resources; Chesapeake Bay Trust |

# Economy

**(Economic strengths and weaknesses can include but are not limited to regional accessibility, business attraction/retention, health of the business district and commercial vacancies, workforce/employment and economic drivers, local policies/regulations, marketing, tourism, cultural and historic assets)**

| Strengths | Weaknesses |
|---|---|
| • The existence of Forest Heights Community Development Corporation (CDC) which fosters future posterity and economic growth<br>• Close proximity to the National Harbor, MGM Casino/Hotel and a new outlet mall.<br>• Annexation of adjacent land (see map in Section B) | • The town consists of very few retail or commercial properties.<br>• The Livingston Road commercial node is characterized by poorly maintained commercial facades.<br>• The CDC is staffed entirely by volunteers and the town has limited staffing to focus on economic development. |

| Desired Outcomes and Progress Measures → | Strategies and Action Items → | Implementation Partners |
|---|---|---|
| Outcome 1: Improve retail and commercial properties<br><br>Progress Measures: Staff members; assessment performed; number of joint events held. | Strategy A: Increase capacity of CDC<br>• Assign a town staff person to be responsible for communications with CDC.<br>• Schedule consistent meetings between the town and the CDC.<br>• Add a CDC representative to the town grant weekly processing meetings. | Forest Heights Oxon Hill CDC; DHCD; NeighborWorks America |

# 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, road conditions)**

| Strengths | Weaknesses |
|---|---|
| • Access to both ground and subway transportation.<br>• Easy access to major highways (I295, Route 210, I495) within 1 mile from town.<br>• Easy access to M-NCPPC bicycle trails. | • The town is divided by a major highway (Route 210) with only one egress from one side of the town to the other resulting in unsafe connectivity for pedestrians. |

| Desired Outcomes and Progress Measures → | Strategies and Action Items → | Implementation Partners |
|---|---|---|
| Outcome 1: Created a connected network of streets, sidewalks, and trails within the town.<br><br>Progress Measures: Increase linear footage and connectivity of sidewalks and trails; build a pedestrian bridge over highway to safely access both sides of the town | Strategy A: Connect both sides of town<br>• Construct a pedestrian bridge across MD I210.<br>• Add high-visibility energy-efficient street lighting.<br>• Improve pedestrian/bicycle connectivity to transit stops and stations.<br>• Work with neighboring PG County to develop strategies to shore up gaps in bike path along Oxon Run between Forest Heights and Southern Avenue Metro station. | SHA; MDOT; M-NCPPC |

[Type text]

# Housing

(Housing strengths and weaknesses can include affordability, homeownership vs rental, housing stock diversity, housing condition and value, housing programs, foreclosures, residential vacancies, property values, home sale values)

| Strengths | Weaknesses |
|---|---|
| • The majority of the homes in the town are well-kept, affordable, single-family or duplex homes.<br>• Recently upgraded and enhanced Code Enforcement protocol and technology. | • Some of the town's homes are poorly maintained.<br>• The town has 10-15 vacant residential properties. |

| Desired Outcomes and Progress Measures | Strategies and Action Items | Implementation Partners |
|---|---|---|
| Outcome 1: Decrease the number of vacant housing.<br><br>Progress Measures: Better curb appeal. | Strategy A: Blight removal<br>• Ensure that code enforcement is monitoring all code violations.<br>• Enforcement of stronger building permits.<br>Strategy B: Implement and maintain residential improvement programs.<br>• Apply to the Department of Housing and Community Development for funding through Community Legacy.<br>• Partner with local non-profits to provide affordable renovation services to low-to-moderate income homes. An example is the collaborative program headed by the town of Bladensburg which involves 15 municipalities. The Department of Housing and Community Development (DHCD), Community Legacy, and the Maryland Energy Administration (MEA) are funding this Weatherization Upgrade program. | Maryland Department of Housing and Community Development; US HUD; Local and national banks; Neighborhood Design Center; Local non-profits; MEA |

[Type text]

# Quality of Life

(Strengths and weaknesses can include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc)

| Strengths | Weaknesses |
|---|---|
| • Two elementary schools located within the town.<br>• Close proximity to Washington, DC, Virginia and the National Harbor.<br>• New addition of a public gathering space.<br>• New Police and Public Works department adjacent to the Town Hall.<br>• Decrease in property and violent crimes.<br>• Police department response/patrol hours increased to 18-hours per day.<br>• Several new police vehicles on order to replace aging fleet.<br>• Authorized strength obtained with police force.<br>• Community policing efforts stressed and implemented, such as police on bicycles.<br>• Several faith-based organizations located within town.<br>• Town sponsored events, such as senior exercise classes (twice per week).<br>• Town sponsored holiday dinners, community yard sales, senior Bingo, Neighborhood watch activities, and numerous park activities.<br>• Close proximity to retail amenities. | • Town is divided by a major highway that bisects the East and West sides of town creating a negative effect on town cohesiveness.<br>• Lack of sit-down upscale restaurants.<br>• The first floor of the Town Hall is dated and needs updating which cannot occur until the Police department moves into their new building. |

| Desired Outcomes and Progress Measures | Strategies and Action Items | Implementation Partners |
|---|---|---|
| Outcome 1: Improve and increase public spaces.<br><br>Progress Measures: Increase of public space. | Strategy A: Expand public facilities.<br>• New building for Police department so that we can move forward with a 24-hour police force and our community policing initiative.<br>• Apply for DHCD Community Legacy grant funding.<br>• Beautify streets with linear green space.<br>Strategy B: Improve Town Hall.<br>• Finish rehabilitation project so that Police and Public Works departments can be moved to new city-owned building.<br>• Move forward with rehabbing the first floor of the Town Hall. | Maryland DHCD, Neighborhood Design Center; PG County Department of Parks and Recreation |
| Outcome 2: Increase availability of community services. | Strategy A: Support the expansion of programs to nearby Glassmanor Community Center and Oxon Hill Branch Library. | Glassmanor Community Center; Oxon Hill Branch Library; Prince George's County; M-NCPPC |

[Type text]

| | | |
|---|---|---|
| Progress Measures: Number of communities affected by change | To address the concern of our aging citizenry, in 2019, the town of Forest Heights will apply for a demolition grant to help with funding the purchase and rehabilitation of a vacant office building to be used for social and health services for our community. In addition, the town has earmarked a portion of any property that might be annexed for a senior living facility. | |

[Type text]

# Local Planning and Land Use

(Strengths and weaknesses in the local planning and land use subject area include but are not limited to zoning, land use, policies, taxes and fees, historical patterns of development, lot sizes and shapes, etc)

| Strengths | Weaknesses |
|---|---|
| • Town has a new building permit application that enables the town to capture statistical data and provides a tool for adhering to the guidelines of municipal and PG County construction codes.<br>• Town has a new Business License application to be used as an enforcement tool.<br>• New building permit and business license applications better ensure collection of related fees and fines. | • Town has very little commercial land which places a larger tax burden on its residents.<br>• Town lacks comprehensive plan connecting the CIP budget and goals laid out in this Sustainable Community Action Plan.<br>• Town does not have dedicated staff to focus on economic development. |

| Desired Outcomes and Progress Measures | Strategies and Action Items | Implementation Partners |
|---|---|---|
| Outcome 1: Increase the tax base.<br><br>Progress Measures: Tax revenues. | Strategy A: Annex nearby commercial properties.<br>• Garner residence and property-owner support.<br>• Follow Maryland code subtitle 4-400.<br>• Continue to explore possibility of increasing site productivity. | PG County Economic Development Corporation |

[Type text]

Forest Heights Electric Vehicle

[Type text]

Forest Height Tot Lot

[Type text]

Forest Heights Community Garden

[Type text]

Forest Height Impervious Curbs and Sidewalks, Inlets, and Tree Boxes

[Type text]

Forest Heights Impervious Sidewalks

[Type text]

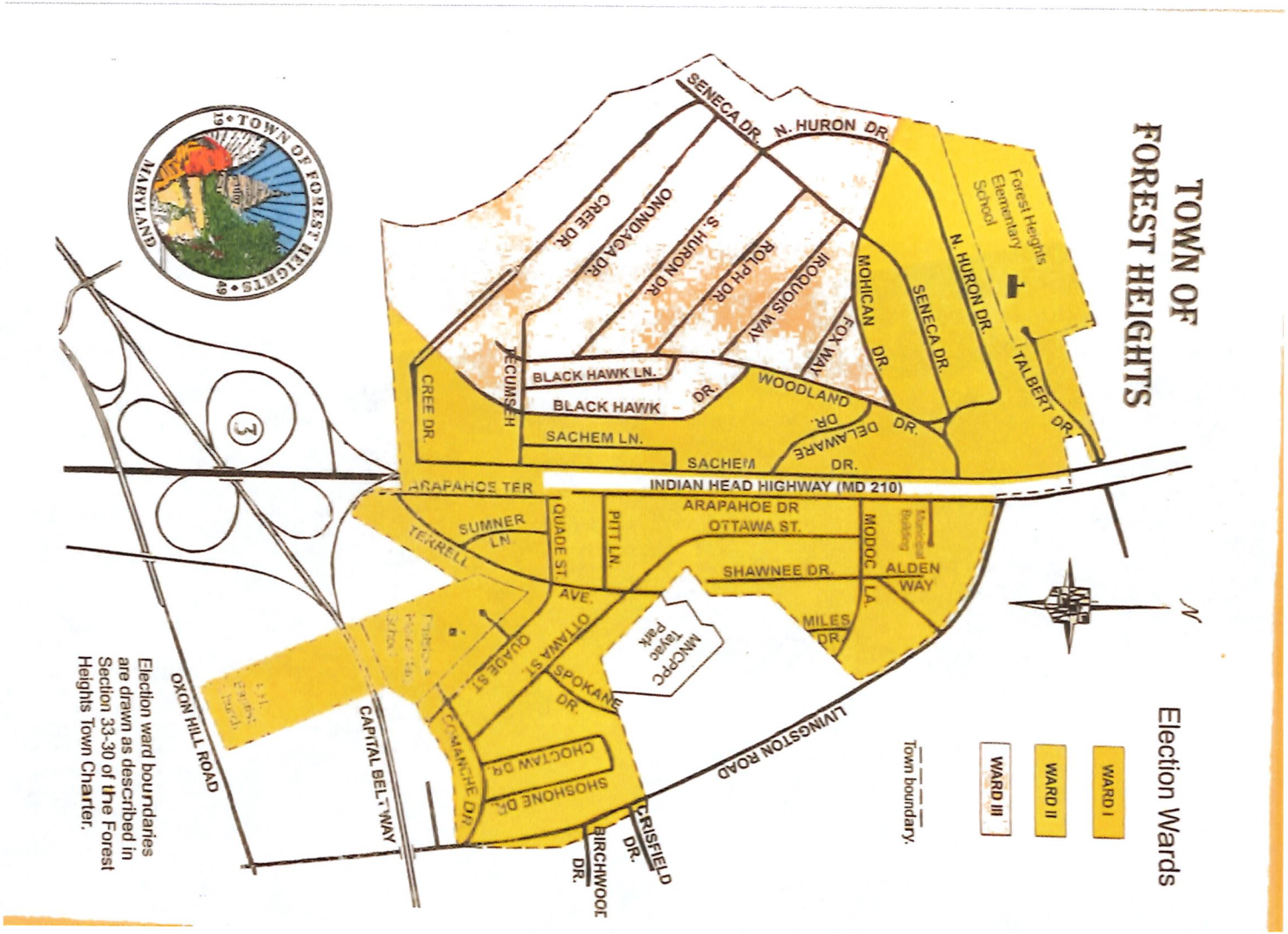
Forest Heights Safe Routes to School

[Type text]

Forest Heights Open Space

[Type text]

Forest Heights Boundary Map



# SIGNATURE LETTER

On behalf of the town of Forest Heights, I hereby approve the application for renewal of the Sustainable Communities designation for Forest Heights/Oxon Hill. I understand that the Disclosure Authorization and Certification from the original Sustainable Communities application continues to apply to the applicant local government, and as such the applicant agrees that not attaching an objection constitutes consent to the information being made available to the public, and a waiver of any rights the applicant may have regarding this information under Maryland's Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland.

I also confirm that I am named or a former holder of my current title is named as an authorized official for the Sustainable Communities designation for my local government in the Local Government Authorization submitted with the original application.

_____
Authorized Signature

Mr. Linwood Robinson, Town Administrator
Type Name and Title

11/16/18
Date