



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 REGIONAL PROJECT MANAGERS		
<p>REGION 1:</p> <ul style="list-style-type: none"> • Northwest Baltimore City • Northwest Baltimore County <p>Larry Brown Assistant Director Phone: 410-209-5819 Email: larry.brownjr@maryland.gov</p>	<p>REGION 2:</p> <ul style="list-style-type: none"> • Northeast Baltimore City • Northeast Baltimore County <p>Garland Thomas Project Manager Phone: 410-209-5803 Email: garland.thomas@maryland.gov</p>	<p>REGION 3:</p> <ul style="list-style-type: none"> • Southeast Baltimore City • Southeast Baltimore County • Anne Arundel County <p>Olivia Ceccarelli-McGonigal Project Manager Phone: 410-209-5826 Email: olivia.ceccarelli@maryland.gov</p>
<p>REGION 4:</p> <ul style="list-style-type: none"> • Southwest Baltimore City • Southwest Baltimore County • Howard County <p>Nick Mayr Project Manager Phone: 410-209-5842 Email: nicholas.mayr@maryland.gov</p>	<p>REGION 5:</p> <p>Western Maryland</p> <ul style="list-style-type: none"> • Allegany • Frederick • Garrett • Washington • Carroll <p>Sara Jackson Project Coordinator Phone: 410-209-5812 Email: Sara.jackson@maryland.gov</p>	<p>REGION 6:</p> <p>Washington DC Metropolitan</p> <ul style="list-style-type: none"> • Prince George's • Montgomery <p>Duane Felix Assistant Director Phone: 410-209-5825 Email: Duane.Felix@maryland.gov</p>
<p>REGION 7:</p> <p>Upper Eastern Shore</p> <ul style="list-style-type: none"> • Harford County • Caroline • Cecil • Kent • Queen Anne's • Talbot <p>Ashlee Green Project Manager Phone: 410-209-5815 Email: Ashlee.Green@maryland.gov</p>	<p>REGION 8:</p> <p>Lower Eastern Shore, Southern Maryland</p> <p>Lower Eastern Shore</p> <ul style="list-style-type: none"> • Dorchester • Somerset • Wicomico • Worcester <p>Southern Maryland</p> <ul style="list-style-type: none"> • Calvert • Charles • St. Mary's <p>Ashlee Green Project Manager Phone: 410-209-5815 Email: Ashlee.Green@maryland.gov</p>	

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.

<p><u>ENVIRONMENT:</u> 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.</p>
<p><u>ECONOMY:</u> 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.</p>
<p><u>TRANSPORTATION:</u> 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.</p>
<p><u>HOUSING:</u> 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.</p>
<p><u>QUALITY OF LIFE:</u> 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.</p>
<p><u>LAND USE/LOCAL PLANNING:</u> Land use accomplishments and objectives may include changes to zoning, improved land use policies, increase/decrease in taxes and fees, etc.</p>

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 Manchester

NAME OF SUSTAINABLE COMMUNITY: Town of Manchester

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:

Town of Manchester

Name of Renewal Applicant: Town of Manchester

Applicant's Federal Identification Number: 52-6016793

Applicant's Street Address: 3337 Victory Street

City: Manchester

County: Carroll

State: MD

Zip Code: 21102

Phone Number: 410-239-3200

Fax Number: 410-239-6430

Web Address: manchestermd.gov

Sustainable Community Renewal Application Local Contact:

Name: Ryan Warner

Title: Mayor

Address: 3337 Victory Street

City: Manchester

State: MD

Zip Code: 21102

Phone Number: 410-239-3200

Fax Number: 410-239-6430

Email: info@manchestermd.gov

Other Sustainable Community Contacts:

Name: Steven Miller

Title: Town Administrator

Address: 3337 Victory Street

City: Manchester

State: MD

Zip Code: 21102

Phone Number: 410-239-3200

Fax Number: 410-239-6430

Email: info@manchestermd.gov

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?

The Town of Manchester does not wish to modify the boundary of our Sustainable Community area at this time.

(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: 424

(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
- Other(s): MEA Smart Energy Community, Tree City

(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?

Demographic Trends:

Population: As Per Carroll County Government as of 9/2018 Total Population: 5,419

Households: 1,857

Housing Units: 1,914

Age Breakdown as Per Data USA, Neighborhood Scout, City-Data

- >5 Years: 4.7%
- 5-17 Years: 20.7%
- 18-24 Years: 9.8%
- 25-34 Years: 9.8%
- 35-54 Years: 27.9 %
- 55-64 Years: 14.1%
- 65+ Years: 13.0%

Sustainable Communities Renewal Application - Section A

Race Breakdown as Per Data USA, Neighborhood Scout, City-Data

White: 90.3%
Black: 3.9%
Hispanic: 2.8%
Asian: 1.7%
Other: 1.3%

Average Household Size as Per City-Data

2.9 Persons

Median Household Income as Per Avg. of City-Data, Data USA, Neighborhood Scout

\$95,277.00

Educational Attainment as Per City-Data

High School: 90.4%
College: 25.7%

Based on information from 2013 the following significant demographics have changed:

Population has increased by 617 persons
Households have increased by 155
Household Size has increased by 0.34
Median Household Income has increased by \$13,377.00

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?

The original organizational structure has basically stayed the same with the addition of several members of the community. The SC group has experienced a change of faces, but not positions. All positions are currently filled and a Roster has been provided.

The Town Administrator has been filling the role of Workgroup advisor, and staff has been very successful in the implementation of areas of the original plan.

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

The Town of Manchester can boast of the enthusiasm of our SC Workgroup. Many of the workgroup members are Town Officials and Town Staff that play a key role in implementing the SC Plan. Unfortunately, lack of funding has caused Manchester to delay projects that are important to the implementation of the Town's planned goals and objectives.

- (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?

Sustainable Communities Renewal Application - Section A

The Sustainable Community Action Plan was set-up to be a multi-year investment strategy. A strategic set of revitalization initiatives and projects that residents and stakeholders feel will increase the economic vitality and livability of their community, increase prosperity for local households and improve the health of the Town of Manchester and the surrounding communities.

- (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.

Yes. Specifically, we would like technical assistance with Architectural and Beatification enhancements to our Historic Main Street, as well as acquiring specific State of Maryland designations such as, but not limited to: Main Street and Local Historic District designation.

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: New Town Hall/ Emergency Operations Center/ Training Room/ Police Station

Projects: In October 2016 the Mayor and Town Council of Manchester dedicated a multi-use 8,400 sq. ft. facility that will be primarily used for the Town’s administrative offices, Town Hall and Police Station. This new facility was designed to be multi-functional. It can be utilized as an Emergency Operations Center, as housing for employees during disaster(s) such as snow storms, tropical storms and hurricanes, and as a modern, A/V-equipped training area for police, Public Works employees, and general staff.

Partners: DHCD, Mayor and Town Council, Town Staff

Impact: The multi-use facility had many impacts, including the above uses and also freeing up 5000 sq. ft. of usable space, 3000 sq. ft. of which was used to relocate the Manchester Historical Center.

Accomplishment 2:

Outcome: Manchester Historical Center Relocation and ADA Renovations

Projects: Following the construction and opening of the new Town Hall/Police Station, the Mayor and Town Council agreed to repurpose their previous location so that the Manchester Historical Center could relocate from the basement of the building, which they had occupied since their conception in 1985. The new location was renovated by Town employees and three subcontractors. Renovations included a new ADA compliant entrance and two ADA compliant restroom facilities in addition to flooring, ceiling, paint, and energy efficient lighting.

Partners: Civil War Heritage Grant, Mayor and Town Council, Manchester Historical Committee, and Town Staff.

Impact: This project created more visibility for the Manchester Historical Center. This will help preserve our Town’s history as well as educate our local school students and youth programs.

Accomplishment 3:

Outcome: Installation of 270 linear feet of ADA-compliant sidewalk, as well as three ADA-compliant ramps with audible crossing warnings.

Projects: In following our SC plan by making our community more ADA accessible through sidewalk upgrades, a section of sidewalk in the area of York Street and Church Street was replaced and upgraded.

Partners: DHCD, Trinity United Church of Christ

Impact: Town was able to install three ADA-compliant ramps along this portion of the York Street corridor. Further initiative from the congregation of Trinity UCC enabled the installation of additional concrete sidewalk along their property at numerous locations, improving the ease of sidewalk entry.

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: Completion of a beautification program.

Narrative: Due to a lack of volunteer and staff time, this project was not completed. It will be a priority in the next version of the Town's SC plan.

Outcome: Attraction of businesses and commercial growth.

Narrative: Based on decisions made by prior Administrations and Zoning Boards, the Town of Manchester is limited to the amount of Business and Commercial properties currently available within the Sustainable Communities Boundary.

Outcome: Promote equitable and affordable housing.

Narrative: Due to the affordable cost of single family homes in the Manchester area, it has been a challenge for the Town to convince or encourage developers to consent to build or convert existing structures to affordable housing. In addition, Manchester has seen an increase over the last 5 years in the number of families using the Housing Choice Voucher Program. While the number of vouchers utilized in 2013 is not available, observation of current usage suggests this increase.

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?	X			There was a memorandum of agreement signed between Carroll County and the County's municipalities relating to stormwater management projects and cost-sharing.
2. Has the amount of impervious surface in your Community been reduced? (Amount in SF)	X			Parking Area at New Town Hall, 3936 sq. ft.
3. Have there been improvements and/ or additions to your park and/ or recreational green space?	X			<ul style="list-style-type: none"> • HVAC System at Nature Center • Well project at Nature Center • Inclusive playground at Christmas Tree Park • Walking Trail at Manchester Farms
4. Did the Sustainable Community implement any recycling or waste reduction programs?	X			<ul style="list-style-type: none"> • Followed Carroll County Standard of Single Stream recycling program • Since 2013 Manchester has increased recycling from 17.3% to 21.7% and is striving to reach the County goal of 40% • Continuance of collection site for used oil and anti-freeze in conjunction with Maryland Environmental Service.
5. Do all residents have access to healthy food options (i.e. fresh food grocery stores, farmers markets etc.) within the Sustainable Community?	X			<ul style="list-style-type: none"> • Millers Food Market • Restaurants in Manchester have increased the use of products from local farms. • Hampstead Farmers Market
OTHER:				

Sustainable Communities Renewal Application - Section B

<p>ECONOMY</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>	<p>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?</p>
<p>1. Has there been an increase in the number of new businesses in your Main Street/Commercial District?</p>	<p>X</p>			<p>Six (6) new businesses have been added since 2013. The majority have been in the Gary Business Center, a multi-use complex on the Main Street corridor.</p>
<p>2. Did the Municipality/Sustainable Community area receive any designations that support local economic development?</p>		<p>X</p>		<p>The Town would like technical assistance with designations.</p>
<p>3. Has there been an increase in foot traffic in the Main Street/commercial district?</p>		<p>X</p>		<p>Due to the extreme amount of vehicle traffic on Main Street (MD Route 30), pedestrian safety is a factor.</p>
<p>4. Have the number of commercial vacancies decreased?</p>		<p>X</p>		<p>Commercial vacancies were never a problem.</p>
<p>5. Has there been an increase in local jobs within the Sustainable Community for its residents?</p>	<p>X</p>			<p>New businesses in Manchester have created 20 to 25 full and part time positions.</p>
<p>OTHER:</p>				

Sustainable Communities Renewal Application - Section B

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			Addition of the trail from Cape Horn Park to the Manchester Farms neighborhood (605 linear feet).
2. Have there been improvements to the public transit infrastructure?	X			Carroll County Government instituted two (2) Trail Blazer Public Transportation stops, at the Manchester Post Office and the Manchester Manor Retirement Community, in fall of 2018.
3. Has there been an increase in sidewalks? (Amount in linear feet)	X			By requiring developers to install sidewalks with any new development, and eventually achieving contiguous connection to the SC area, 32,000 linear feet of sidewalk has been installed since 2013.
4. Have there been any roadway improvements that support "Complete" or "Green" streets?		X		
5. Has traffic congestion along major roads decreased? (Amount in percent)		X		Due to the increased home building in Southern York County PA, the traffic entering Maryland and Manchester onto Route 30 has increased significantly.
OTHER:				

Sustainable Communities Renewal Application - Section B

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			Individual homeowners and owners of rental properties have improved approximately 11 facades within the SC boundary.
2. Has the home ownership rate increased?	X			American Community Survey estimates show in a 5-year period 95.2% of homes are owner-occupied compared to 94.6% in 2013.
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		There have been 3 building permits in this area. Most of this area is fully built out.
4. Has there been demolition of blighted properties?	X			3241 -3247 Main Street was demolished in the Fall of 2018. A new 2000 sq. ft. package goods store with a residential living area on the upper floor was constructed and opened in 2020. In addition, a 1500 sq. ft. residential home is also being constructed at the site.
5. Has the residential vacancy rate decreased?	X			Based on estimates from the American Community Survey in 2016, 4.8% of homes were vacant, compared to 5.4% in 2013.
OTHER:				

Sustainable Communities Renewal Application - Section B

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. Has there been a decrease in crime rate?	X			Safewise has ranked Manchester in the top 10 safest cities for 3 years in a row. In 2017 Manchester ranked #2 in the state.
2. Have there been improvements and/ or additions to your public spaces (i.e. museums, community centers, public plazas)?	X			Manchester Historical Center Relocation and ADA Renovations were completed.
3. Has there been an increase in public art/ arts & entertainment programs/venues (i.e. murals, movie theatre, music events)?	X			Additional Activities Include: <ul style="list-style-type: none"> • National Night Out (5th Year Anniversary) • Chili Cook-Off sponsored by Manchester Fire Department • Skate Boarding Events at Renovated Skate Park
4. How many historic properties were renovated/improved?		X		No record of historic properties within the SC Boundaries.
5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/ outdoor courses or groups)?	X			<ul style="list-style-type: none"> • Inclusive Playground at Christmas Tree Park • Renovations including ADA (2) lifts at Lineboro/Manchester Community Pool • MML sponsored geocaching site at Christmas Tree Park • Pickle Ball Courts at Tennis Courts at Christmas Tree Park
OTHER:				

Sustainable Communities Renewal Application - Section B

<p>LAND USE/ LOCAL PLANNING</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>	<p>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?</p>
<p>1. Have there been any infill developments?</p>		<p>X</p>		<p>A few single lots exist in the SC area, but nothing large enough for infill development.</p>
<p>2. Has there been an increase in the amount of preserved/protected land?</p>		<p>X</p>		
<p>3. Have there been any developments hindered by growth constraints?</p>		<p>X</p>		
<p>4. Have there been any zoning or any policy changes that have fostered growth in your Sustainable Community?</p>	<p>X</p>			<p>With the adoption of the Manchester Comprehensive Plan in August of 2018, one of the key objectives is to implement the key goals established in the Manchester Sustainability Workgroup's strategic plan. Refer to page 96 of the 2018 Manchester Comprehensive Plan.</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>			<ul style="list-style-type: none"> • Partnered with BGE and MEA to perform lighting retrofits utilizing LED technology • Partnered with BGE to replace all street lighting with LED technology
<p>OTHER:</p>				

Sustainable Communities Renewal Application - Section B

COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Community Legacy (CL): <ul style="list-style-type: none"> • • • 	DHCD	\$60,000		
Strategic Demolition Fund (SDF): <ul style="list-style-type: none"> • • 	DHCD	N/A		
Community Safety & Enhancement Program:	MDOT	N/A		
Maryland Bikeways Program:	MDOT	N/A		
Sidewalk Retrofit Program:	MDOT	N/A		
Water Quality Revolving Loan Fund:	MDE	N/A		

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>Other Funding Programs: <i>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.</i></p> <p>*Please add more rows if necessary</p>				
<p>Maryland Heritage Areas Association</p>	<p>State</p>	<p>\$48,300</p>		
<p>Maryland Energy Administration</p>	<p>State</p>	<p>\$27,234.26</p>		

Sustainable Communities Renewal Application - Section B

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

Empty response area for competitive funding information.

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

Town of Manchester

Submitted by Town of Manchester

4/15/2020

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

- 107 acres of attractive parks and open spaces provide opportunities for numerous types of recreation
- NPDES/MS4 Joint Stormwater Discharge Permit between Carroll County and all 8 County municipalities.
- Curbside solid waste, recycling, yard waste, and leaf pick-up.
- Wastewater Spray Irrigation Facility using innovative technology.
- Energy Conservation Projects based on MEA study.
- Water conservation methods in place, including, no watering of lawns and filling of pools.
- Inflow and infiltration to Wastewater treatment facility by pipe lining.
- Road Salt Management Plan to reduce the amount of road salt

Weaknesses

- Expansion, ENR Upgrade and Equipment Upgrade are needed.
- Effluent discharge into receiving waters is common in the Town due to a lack of an alternative/innovative method of Sub-Surface Discharge of Effluent from WWTP in winter months.
- Solid waste entering the landfill can be reduced by increasing recycling tonnage to
- Storm Water Collection system is aging and needs upgrades.
- Residents typically commute by car, though biking and walking to work are viable options that could be encouraged.

Desired Outcomes and Progress Measures

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.

Outcome 1: Expand the management of the quality and quantity of stormwater.

Progress Measures: Reduction in stormwater runoff.

Strategies and Action Items

Identify strategies that will help your community to achieve each identified outcome to the left. If applicable, break down each strategy into specific action items that outline different steps of the strategy.
 Specify how you are planning to achieve the desired outcomes.



Strategy A: Require additional pervious pavement on sidewalks, driveways, and streets.

Strategy B: Retrofit existing stormwater management facilities constructed before 2000 to meet today's standards.

Strategy C: Develop long-range goals focusing on O and M and retrofit existing facilities.

Implementation Partners

Which community stakeholders need to be involved to realize each action step and strategy?
 Name specific public and/or private sector partners.

Carroll County Resource Management
 Mayor and Council
 Manchester Planning Commission
 MDE, DNR

<p>Outcome 2: Improve park system by adding trails, equipment, and events.</p> <p>Progress Measures: Increase in amount of integrated walking and biking trails, events, and facilities.</p>	<p>Strategy A: Explore partnership with Carroll County Dept. of Parks and Recreation.</p> <p>Strategy B: Create an Events Committee to plan events within the parks.</p> <p>Strategy C: Continue to progress in efforts to make Town parks ADA compliant, accessible, and inclusive.</p>	<p>DNR-Program Open Space Carroll County Dept. of Parks and Rec. North Carroll Rec. Council</p>
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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

- The Town has a Main Street corridor
- Manchester's location provides access to other important centers in region.
- Businesses in Manchester are healthy and active.
- The Town is home to three age-restricted residential communities, whose senior residents support local businesses on foot.

Weaknesses

- Lack of convenient parking in the commercial area
- Lack of downtown business incentives to maintain activity
- Traffic congestion and pedestrian safety on MD Route 30 (Main Street) discourage foot traffic that would drive local spending.
- Limited amount of available commercial property acreage

Desired Outcomes and Progress Measures

Outcome 1: Accelerate the use of the Main Street business corridor.
 Progress Measures: Closely monitor the progress on structure rehabilitation.

Outcome 2: Expand opportunities for economic growth.
 Progress Measures: Increase in the number of new, expanded, or relocated businesses within the Main Street corridor.

Outcome 3: Develop Main Street beautification plan
 Progress Measures: increased engagement with merchants association, increased foot traffic and spending in local businesses

Strategies and Action Items

Strategy A: Use grants to fund the rehabilitation of structures.

Strategy B: As per the Manchester Comprehensive Plan, make the Main Street corridor the primary focus for historic planning, economic development, and commercial activity

Strategy A: Promote and market Manchester as a destination, highlighting businesses and cultural events.

Strategy B: Promote façade improvements.

Strategy C: Partner with MDOT/SHA in regards to allow "Wayfinding" signs along Main Street.

Strategy A: Explore options to engage Manchester Area Merchants Association to develop beautification and marketing plan for Main Street

Strategy B: Assess funding and other tools to implement beautification strategies like landscaping and façade improvements

Implementation Partners

Carroll County Economic Development
 Miller Business Center
 Manchester Area Merchants Mayor and Council
 Town Staff

Carroll County Economic Dev.
 MDOT/SHA
 Manchester Area Merchants Mayor and Council

MD DHCD
 Manchester Area Merchants Assn.
 Carroll County Economic Development

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
<ul style="list-style-type: none"> Proximity to Metropolitan Destination Many sidewalks are continuous, creating a pedestrian-friendly environment The Town has two Carroll County Trail Blazer stops that connect residents to jobs and other amenities in Westminster, as well as Park and Ride locations at MD RT. 27 and MD RT. 30. 	<ul style="list-style-type: none"> Traffic loading, delay times, and risks to pedestrian safety Lack of walking/biking trails to encourage non-car travel and recreation. Truck and other traffic from MD Rt. 30 redirected onto Main Street, local, and County roads causes traffic congestion, undesirable conditions in town, and maintenance concerns on local roads. The Town has experienced some uncertainty around MDOT/SHA user fees Lack of alternative transportation modes beyond the Orange Trail Blazer

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Reduce traffic congestion and volume on Main Street MD Route 30.</p> <p>Progress Measures: Continuance of lobbying from Local and County Officials to MDOT/SHA for completion of Manchester Bypass.</p>	<p>Strategy A: Request MDOT/SHA and Carroll County take the lead in a complete and comprehensive traffic evaluation study to address the current and future traffic flow and loading issues.</p> <p>Strategy B: MDOT/SHA and Carroll County should investigate alternatives regarding pedestrian safety.</p>	<p>MDOT/SHA Carroll County Engineering (Traffic) Carroll County Planning</p>
<p>Outcome 2: Provide additional safe walking and biking trails and pathways.</p> <p>Progress Measures: Increase in the number of residents that commute daily to work by walking, biking and carpooling</p>	<p>Strategy A: Create a Town-specific walking and biking plan.</p> <p>Strategy B: Continue the progress that has been made to the sidewalk improvements and ADA improvements throughout the business district and other areas throughout the Town.</p>	<p>Carroll County Dept. of Parks and Rec. Mayor and Council Manchester Planning Commission DNR</p>

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
<ul style="list-style-type: none"> As per information provided by Carroll County Planning Department, population has increased from 4,626 persons in 2013 to 5,419 persons in 2018, an increase of 793 persons. Single family housing dominates the residential development market (85%). Diversity of housing such as Rental Units and several Retirement communities. Homebuyers are attracted to Manchester by the reasonable cost of housing. Accessibility to Baltimore, Washington, Frederick, Harrisburg and Carlisle, PA. 	<ul style="list-style-type: none"> Even though the majority of Town residents are not low or moderate income persons, there is still a need for affordable workforce housing, as well as housing rental assistance. A trend of single family homes in the Main Street corridor being turned into rental units due to foreclosures has occurred since the housing collapse in 2010-2013. HUD-assisted rental properties have become very taxing to local police agencies.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Housing stock diversity.</p> <p>Progress Measures: Increase in housing types available, increase in amount and frequency of home sales</p>	<p>Strategy A: Monitor the Average Market times on all types of listed housing. By observation it appears to be less than 120 days.</p> <p>Strategy B: Follow basic Demographic trends, such as population, age groups, older building renovations and sales market trends for the SC area.</p>	<p>Carroll County Bureau of Housing Manchester Planning Commission DHCD</p>
<p>Outcome 2: Rehabilitation and renovation of existing housing stock.</p> <p>Progress Measures: Increase in the sales, rehabilitation and renovation of the older structures (homes) within the Main Street corridor</p>	<p>Strategy A: Create a façade improvement program.</p> <p>Strategy B: Create a revitalization program for the Main Street area, specifically focusing on possible historic structures.</p>	<p>DHCD Mayor and Council Manchester Planning Commission SC Workgroup</p>

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
<ul style="list-style-type: none"> Designated by "Safewise" as second safest town in Maryland 3 years in a row. Home to 3 schools, Manchester Valley HS, Manchester Elem and Ebb Valley Elem. 	<ul style="list-style-type: none"> Increase of student population at Manchester Valley High School due to the closing of North Carroll High School. This has put a burden on all public services. Increase of issues at rental properties requiring Police response.

<ul style="list-style-type: none"> Newly renovated Manchester Historical Center. Local Library is located just 10 minutes away to the south of Manchester. Located within minutes of historic Gettysburg, PA., Harper's Ferry, W.V. and the Baltimore/Washington area. Largest amount of open space of any Carroll County municipality. 	<ul style="list-style-type: none"> Increase of Fire/EMS calls for service which burdens an already dwindling volunteer organization. Lack of a beautification program in Town's commercial area Volunteers who support programs and initiatives are aging and less able to provide support. Lack of marketing promotion of Manchester
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Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Ensure adequate levels of service.</p> <p>Progress Measures: Closely monitor the status of the objectives set forth in the Manchester Comp. Plan.</p>	<p>Strategy A: Create a more detailed Adequate Facilities checklist.</p> <p>Strategy B: Monitor, on a semi-annual basis, Fire/EMS, police calls for service, water/wastewater flows, and traffic, in relationship to population.</p>	<p>Carroll County Volunteer Emergency Services Carroll County Dept. of Planning Mayor and Council Manchester Planning Commission</p>
<p>Outcome 2: Increase Town activities.</p> <p>Progress Measures: Establish a baseline of annual activities within Manchester that are sponsored by non-profit volunteers and organizations.</p>	<p>Strategy A: Encourage and engage existing community led groups to participate in sponsoring at least one additional annual activity.</p> <p>Strategy B: Establish guidelines for disseminating information about events and programs led by volunteer organizations.</p>	<p>Volunteer Groups Carroll County Dept. of Tourism Churches Schools Volunteer events coordinator</p>

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)

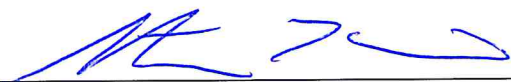
Strengths	Weaknesses
<ul style="list-style-type: none"> Completion and adoption of 2018 Manchester Comprehensive Plan Low Tax Rate (-.216) Per the 2018 Manchester Comprehensive Plan, the Town aims to develop a future land use plan for the proposed municipal growth area (MGA) that presently lies beyond the current municipal boundaries. Pg. 17 MCP The Town has seen steady growth based on sound planning strategies. Municipal Growth Areas have been approved. 	<ul style="list-style-type: none"> Limited Commercial property available. Insufficient funding available to invest in community infrastructure and public facilities to promote livability visions and attract new and expanded business growth. Infrastructure upgrades are necessary, specifically an upgrade and possible expansion to the Waste Water Treatment Plant. Dramatic reduction in Highway User Fees.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Reevaluation of the Manchester Route 30 bypass.</p> <p>Progress Measures: Reduction in traffic congestion on Manchester Route 30 (Main Street).</p>	<p>Strategy A: Request that MDOT/SHA and Carroll County take the lead in completing a comprehensive study to prepare alternative transportation modes and delivery systems addressing downtown traffic on MD Route 30. Pg. 84 Town Comp. Plan</p> <p>Strategy B: MDOT/SHA, Carroll County and Manchester should partner to complete infrastructure relocation at MD Rt. 30 and MD Rt. 27 for the availability of widening and expanding the southbound turn lane onto MD Rt. 27.</p> <p>Strategy C: MDOT/SHA should complete a comprehensive study evaluating turning movements along Route 30. Pg. 84 Town Comp. Plan</p>	<p>MDOT/SHA Carroll County Commissioners Mayor and Town Council Manchester Planning Commission</p>

SIGNATURE LETTER

On behalf of the Town of Manchester, I hereby approve the application for renewal of the Sustainable Communities designation for the Town of Manchester. 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

Steven L. Miller - Town Admin.

Type Name and Title

4-16-20

Date