



# SUSTAINABLE COMMUNITIES PROGRAM

## APPLICATION FOR DESIGNATION RENEWAL

### Eligible Applicants:

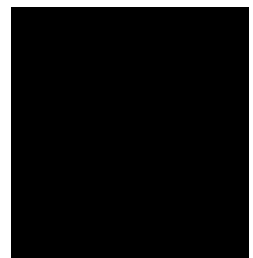
*Local Governments with a Sustainable Communities  
Designation*

*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/>

**SGSC Approved 3.05.2025**



## **Overview of Sustainable Communities**

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

## **Purpose or Renewal and Streamlined Application**

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

## **Application Eligibility and Threshold Requirements**

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

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

## **Threshold Requirements**

All Sustainable Community applications must meet the following threshold requirements:

- 1) Sustainable Community Area boundaries must be entirely within a Priority Funding Area (PFA) and should be an area in need of renewal and reinvestment that would benefit from a targeted long-term strategy. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at:  
<http://www.mdp.state.md.us/OurProducts/pfamap.shtml>
- 2) The proposed Sustainable Community is within or near a town center or transportation center, or there is a need for financing assistance for small businesses, nonprofit organizations or microenterprises;
- 3) The updated Plan must be consistent with other existing community or comprehensive plans;
- 4) A Sustainable Communities Workgroup is re-convened and a roster of members should be provided with the application.

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

### **Application Submission and Evaluation**

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

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

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

**Incomplete applications will not be accepted.**

Deliver Sustainable Community Applications via email:

To: Olivia Ceccarelli-McGonigal  
[olivia.ceccarelli@maryland.gov](mailto:olivia.ceccarelli@maryland.gov)

### **Site Visits, Follow-up, and Technical Assistance**

Attendance at a minimum of one application consultation session or training is mandatory for all applicants. Consult with Carter Reitman at 410-209-5849 or by email at [carter.reitman@maryland.gov](mailto:carter.reitman@maryland.gov) if you would like to schedule a meeting.

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

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

### **Approval**

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

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

## **RENEWAL APPLICATION INSTRUCTIONS**

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

### **A. Contact information, General Information, Organizational Capacity:**

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

### **B. Report on accomplishments over past five years:**

The report is an opportunity to reflect on any accomplishments achieved in the Sustainable Community area. It is a tool used to evaluate if the SC applicant achieved its intended outcomes and identify what state resources were used, if any, to achieve those outcomes. Renewal applicants are encouraged to discuss how priorities, actions, and objectives were or were not achieved across the Sustainable Communities plan elements, 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 details revitalization outcomes and strategies to achieve those outcomes over the next five years. Renewal applicants are encouraged to use their previous Sustainable Communities applications as a basis for their updated Action Plan. You may identify which weaknesses have not yet been addressed or which strategies have not yet been implemented. Include your revitalization priorities for the next five years, basing them on your community's current strengths and weaknesses.

## **SUSTAINABLE COMMUNITIES PLAN ELEMENTS**

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

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

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

**ECONOMY:** Describes projects centered on economic growth and management.

This category includes projects focusing on (but not limited to): business attraction & retention; improving and maintaining the health of business districts, downtowns, and main streets; commercial vacancy reduction; workforce attraction and retention; employment/job training; marketing, branding, and tourism; improving or creating economic impact of cultural and historic assets; providing technical and financial assistance to businesses; commercial building acquisition, rehabilitation and/or adaptive re-use; and creating a sense of place and vibrancy through streetscaping and beautification.

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

This category includes projects focusing on (but not limited to): access to transit corridors; pedestrian safety and accessibility; sidewalks; alternative modes of transportation, such as bikeways and trails; public transit, such as bus and rail; carpooling; proximity to transportation centers; parking; and road conditions.

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

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

**COMMUNITY HEALTH & QUALITY OF LIFE:** Describes projects concerned with public health, community culture, and the day-to-day life of community residents.

This category includes projects focusing on (but not limited to): improvement of public safety and the reduction of crime; libraries; educational facilities and programs; health and wellness facilities and programs; senior facilities and programs; youth facilities and programs; facilities and programs for the disabled; civic amenities, access to quality food options; collaborations with faith-based organizations; arts and entertainment education; and homelessness prevention, services, and facilities.

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

This category includes projects focusing on (but not limited to): updating zoning ordinances or land use; updating municipal/local policies, taxes, fees, etc.; increasing local government staff capacity; and updating planning documents like sector plans or comprehensive plans.

## **SUSTAINABLE COMMUNITY ACTION PLAN UPDATE**

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

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

### **Action Plan Guidance**

**1) For each element, identify the essential strengths and weaknesses of your community.**

*Example:*

Strength - Good sidewalk connectivity

Weakness - Insufficient bicycle infrastructure

**2) Based on those strengths and weaknesses, formulate specific outcomes that address the most pressing issues or greatest opportunities. Identify a way to measure the success of that outcome.**

*Example:*

Outcome - Expand fiber optic broadband Internet connections in Town

Progress Measure - Linear measurement of broadband fiber laid

**3) After defining the outcomes, list detailed strategies and discrete actions that will serve as the means to achieve those goals.**

*Example:*

Strategy A - Increase number of Town sponsored events

Action A - Organize a workgroup tasked with planning weekend events

Action B - 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:*

Partner 1 - DHCD (Community Legacy program)

Partner 2 - Small Business Administration (Services and financial assistance)

## **CHECKLIST AND TABLE OF CONTENTS**

APPLICANT: Town of Millington

NAME OF SUSTAINABLE COMMUNITY: Town of Millington

**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**

- [Applicant Information](#)

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

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

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

- [Action Plan](#)

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

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

- [Disclosure Authorization](#)

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

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

## **SECTION A - SUSTAINABLE COMMUNITY RENEWAL**

### **APPLICANT INFORMATION**

<b>Name of Sustainable Community:</b>		<b>Town of Millington</b>	
<b>Name of Applicant:</b>		<b>Town of Millington</b>	
<b>Applicant's Federal Identification Number:</b>		<b>52-6013423</b>	
<b>Applicant's Street Address:</b>		<b>402 Cypress Street</b>	
<b>City: Millington</b>	<b>County: Kent</b>	<b>State: MD</b>	<b>Zip Code: 21651</b>
<b>Phone Number: 410-928-3880</b>	<b>Fax Number: n/a</b>	<b>Web Address:</b> <b>www.millingtonmd.us</b>	

#### **Sustainable Community Application Local Contact:**

<b>Name: Elizabeth Jo Manning</b>	<b>Title: Town Administrator</b>
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

#### **Sustainable Community Contact for Application Status:**

<b>Name: Elizabeth Jo Manning</b>	<b>Title: Town Administrator</b>
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

#### **Other Sustainable Community Contacts:**

<b>Name: Kevin Hemstock</b>	<b>Title: Mayor</b>
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

**(1) Sustainable Community Boundary and Description**

- (1) Are you requesting any changes to your Sustainable Community boundary? Why or why not? If you are requesting an expansion of your boundary, identify at least one outcome in your Action Plan that would serve the expanded area and at least one State benefit that would support achievement of that outcome (e.g., Community Legacy grants, Safe Routes to School, etc.) ***The Town of Millington is not requesting any changes to our Sustainable Community boundary at this time.***
- (2) If yes, Include the following in as an attachment:
- PDF or JPEG of modified Sustainable Communities boundary map,
  - GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),
- (3) Approximate number of acres of entire SC Area: 441.6 acres
- (4) Existing federal, state or local designations:
- ☐ Main Street ☐ National Register Historic District ☐ Local Historic District  
☐ Arts & Entertainment District ☐ State Enterprise Zone Special Taxing District ☐ BRAC  
☐ State Designated TOD ☐ Other(s):
- (5) Describe the SC Area's current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years? ***Millington has seen little change in demographic trends. There has been an increase in rental units as property owners transform single family residences into rentals either as a rental home or conversion from a single family residence to a multi-family residence (5 single family home converted to 8 rental units). These rental units have created a small change in resident race diversity; we are experiencing an increase in racial and ethnic diversity. During the past five (5) years, some of the vacant storefronts have been renovated and are ready for lease; or are in the midst of renovations for a new business. Millington has less foreclosed properties than in the past and the housing market has been active.***

**(2) Organizational Structure, Experience and Public Input:**

- (3) 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 have been no changes to the organizational structure of the Town. Town Council and Planning Commission members rewrote the Comprehensive Plan, are reevaluating and amending the Zoning Ordinance, Subdivision Ordinance, and Critical Area Commission section of the Zoning Ordinance. The Town created a new overlay district, Community Infill and Redevelopment which will be secured on the property for the senior housing, community/business center site. The Town continues to work with Kent & Queen Anne's Counties Economic Development staff to promote the Town, its businesses, and to assist businesses find the necessary funding opportunities for growth and renovations.***

- (4) What have been the strengths and challenges of the capacity of the Sustainable Communities Workgroup with respect to implementation of the SC Plan? *The strengths of the Town is its ability to work with Kent and Queen Anne's Counties various departments, property owners, developers, and consultants to implement the Town's Sustainable Communities Plan and Comprehensive Plan. The biggest strength, though, is the vision of the Town's future from the Town Council, the Planning Commission, and the staff is cohesive, and the vision is attainable. The greatest challenge for Millington is staffing and time. Millington's staff includes two (2) part-time maintenance personnel, a Town Clerk, and a Town Administrator. These four individuals perform all of the tasks necessary to maintain a municipality. Time seems to be our enemy, as we try to reach goals and handle daily operations while meeting deadlines.*
- (5) 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? *The Town Council meets once a month, the Planning Commission meets once a month; all meetings are opened to the public. As the Town works on new and amended plans and ordinances, a public hearing is announced via the Town's website, Facebook, and in a local newspaper. Input can be provided in person at these meetings, in person at the Town Office during regular business hours, commented on the Town's Facebook page, or via email/regular mail to the Town staff.*
- (6) 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. *The Town of Millington welcomes all and any technical assistance from State agencies to improve its revitalization strategies.*

## **SECTION B - SUSTAINABLE COMMUNITY RENEWAL REPORT**

### **PART I: QUALITATIVE ASSESSMENT**

#### **Purpose:**

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

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

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

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

##### ***Example – Accomplishment 1***

*Outcome: Improved stormwater management*

##### **Projects:**

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

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

##### **Partners:**

*Chesapeake Bay Trust – provided technical assistance*

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

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

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

**Accomplishment 1:**

***Outcome:*** Upgrade and replace aged wastewater distribution system.

***Projects:*** The Town of Millington in conjunction with Kent County Public Works is working with KCI Technologies, Inc. to design and construct a new wastewater treatment facility to be located outside of the flood zone along River Road. This partnership includes the decommissioning of the existing wastewater treatment plant, demolition of all existing structures currently located in the flood zone, and relocating the outfall location down stream which allows for easier dissipation of substances. At the present time design is 90% complete, with plans to apply for funding and permitting in spring 2025, construction to begin late fall 2025/early winter 2026.

***Partners:*** Kent County Public Works, MDE, USDA, KCI Technologies, Inc., USRC, RMDC

***Impact:*** Constructing an ENR wastewater plant which is more efficient and out of the flood zone. Enlarging the plant to allow for growth in and around the Millington area, as well as along US Route 301 corridor.

**Accomplishment 2:**

***Outcome:*** Repair road infrastructure issues.

***Projects:*** The Town of Millington in conjunction with Maryland Department of Transportation completed a Streetscape project along the main arteries in Millington, Cypress and Sassafra Streets. The streets were milled and repaved, drainage was addressed and corrected, sidewalks were removed and replaced to meet ADA standards, and connections to Town streets were corrected through new transition joints.

***Partners:*** Maryland Department of Transportation, KCI Technologies, Inc, David A Bramble, Inc..

***Impact:*** Sidewalks have been enhanced and expanded to allow for better flow of pedestrian traffic. Transitional joint repairs have decreased stormwater pooling along Town streets. Undocumented underground fuel storage tanks from old non-existing businesses were located, removed, and mitigated by the State.

Accomplishment 3:

***Outcome: Millington Senior Village***

***Projects:*** The Town of Millington in conjunction with Home Partnership of Cecil County, Inc. has designed and bid a project consisting of 52 independent senior housing units. The project has been awarded to Willow Construction, Inc. and David A Bramble, Inc.. The Notice to Proceed will be issued in early 2025 with construction to begin late winter 2025/early spring 2025. Funding from various agencies, private funds, and fee in-lieu from Millington to pay total costs is estimated at \$22,000,000.

***Partners:*** Home Partnership of Cecil County, Inc., David A Bramble, Inc., Willow Construction, Inc., various agencies of the State of Maryland, private foundations, Town of Millington

***Impact:*** Provide low income housing for an aging population. Allowing Millington seniors to remain in the Town of Millington among their family, friends, and community. Repurposing of vacant property purchased from the County due to the closing of the Millington Elementary School.

**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:*** Design and bid sidewalk projects for Hurtt Avenue and E Back Street.

***Narrative:*** The Town of Millington was to conduct a sidewalk inventory, develop a plan to repair and replace existing sidewalks, and construct new sidewalks along Hurtt Avenue and E Back Street. The Town received a proposal from KCI Technologies, Inc. to provide a plan and design for Hurtt Avenue and E Back Street. The Town could not pursue this project due to lack of time, staff, and matching funds for State funding projects.

***Outcome: Address Stormwater drainage issues.***

***Narrative: The Town of Millington solicited proposals to provide an inventory of stormwater structures, condition of these structures, and provide a report of repairs and maintenance necessary. A proposal was received from KCI Technologies, Inc. in excess of \$250,000; an amount far exceeding the Town's expectations. The Town has not pursued this project due to lack of time, staff, and the ability to research funding possibilities.***

***Outcome: Complete upgrades to the water system.***

***Narrative: The Town would like to replace all meter pits that are installed incorrectly. The Town has not pursued this project due to lack of time, staff, and the ability to research funding possibilities.***

## **Part II: Competitive Funding**

Use the rows below to list awards for sustainability or revitalization projects your community has received through the Sustainable Communities designation. Add rows as necessary.	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
<b>Community Legacy (CL):</b> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	DHCD			
<b>Strategic Demolition Fund (SDF):</b> <ul style="list-style-type: none"> <li>• Millington Community/Business Center</li> <li>•</li> </ul>	DHCD	<b>DENIED FUNDING</b>	<b>Any and all technical assistance would be helpful with applying for funding to demolition and renovate the old school building into a community/business center.</b>	
<b>Maryland Facade Improvement Program (MFIP)</b>	DHCD	<b>\$25,000.00</b>	<b>We were awarded \$25,000 but to date have not received any funds due to issues with portal and filing. Plan to schedule training with support staff in January 2025.</b>	<b>Original info received from liaison seems to be incorrect according to new liaison.</b>
<b>Operating Assistance Grant (OAG)</b>	DHCD			
<b>National Capital Strategic Economic Development Fund (NED)</b>	DHCD			
<b>Safe Routes to School:</b>	MDOT			

## Sustainable Communities Renewal Application - Section B

<b>Bikeways Network Program:</b>	MDOT			
<b>Sidewalk Retrofit Program:</b>	MDOT			
<b>Water Quality Revolving Loan Fund:</b>	MDE			
<p><b>Other Funding Programs:</b> <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>				
<b>CDBG Block Grant – for horizontal infrastructure portion of Millington Community Center/Millington Senior Village projects.</b>	<b>DHCD</b>	<b>\$800,000</b>	<b>Awarded but funding not received due to delay in project start date and time restraints to compile required documentation with appropriate approvals by Council.</b>	

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

**As the Town of Millington begins a new year and a list of projects that need to be reviewed and prioritized due to the future economic development and growth projected; our biggest concern is locating the proper funding sources to bring these project to fruition and completion. These projects include:**

- **Street, sidewalk, and bikeways – creation of new streets, sidewalks, and bikeways on old tar-n-chip roads; repair to existing Town connector streets and pre-1970 sidewalks that do not meet ADA requirements; the installation of bikeways along connector streets to promote healthy lifestyles and alternative transportation around Town.**
- **Stormwater inventory, assessment, recommendation of repairs, and creation of a “standard operations and procedures” manual – The Town has no known records of construction or installation of existing stormwater structures nor direction as to the maintenance of this structures; inventory and assessment would include charting the location of these structures and evaluating the condition of these structures; and creation of a manual of “standard operations and procedures” to maintain these structures. The Town currently has a tax-ditch that is great need of maintenance; a stormwater pond with no understanding what maintenance needs to be completed; and a no-name blue line stream with erosion issues due to runoff from adjoining agricultural lands and impervious surface increases.**
- **Small business and local non-profit organizations need for equipment funding opportunities – many new or growing businesses continually inquire as to funding opportunities to purchase equipment for a start-up business or to expand existing businesses.**
- **Fiber, electric, and telephone funding opportunities – the Town of Millington has little to no cell phone coverage or reliable fiber coverage due to its location in a rural setting; this causes issues with local businesses as service is constantly down or sporadic, issues with emergency services as calls cannot be made due to lack of service, issues for virtual employees due to sporadic service; as the Town works with developers the cost of installing new electric mains and transformers is extreme for a small municipality and developers**



## **SECTION C - SUSTAINABLE COMMUNITIES ACTION PLAN**

### **TOWN OF MILLINGTON**

#### **Example Section**

<b><u>Strengths</u></b>	<b><u>Weaknesses</u></b>
<ul style="list-style-type: none"> <li>• <b>Insert bulleted list of strengths (provide some detail as to why and how this is a strength in your community)</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Insert bulleted list of weaknesses (provide some detail as to why and how this is a weakness in your community)</b></li> </ul>

<b><u>Desired Outcomes and Progress Measures</u></b> <b>Outcomes should be considered end results of actions and strategies. Based on the strengths and weaknesses, identify the strengths on which you would like to build and the challenges you would like to address.</b> <b>Progress Measure: What will you use to measure success toward outcome? Is it quantifiable or qualifiable?</b>	<b><u>Strategies and Action Items</u></b> <b>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.</b>	<b><u>Implementation Partners</u></b> <b>Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.</b>
<b>Example Outcome 1: Code violations and complaints are reduced in the Sustainable Community residential areas.</b>	<b>Example Strategy A: Review and revise, as needed, code compliance program to reduce frequency and number of residential code violations.</b> <b>Example Action 1: Complete analysis of code violations over the past five years to determine</b>	<b>Maryland Department of Planning, Maryland Department of Housing, County Planning Department, local homeowners association</b>

Sustainable Communities Renewal Application - Section B

<b>Example Progress Measures: Code violations reduced by 25% in Sustainable Community residential areas</b>	<b>areas, both geographically and topically, for which code violations are most frequent. Example Action 2: Conduct outreach program to determine barriers to code compliance. Example Action 3: Analyze code compliance program for potential inefficiencies and opportunities for proactive engagement. Example Action 4: Pursue façade improvement funding to assist low-income homeowners overcome barriers to code compliance.</b>	
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**Environment**

This section describes projects involving the natural environment, our use of natural resources, and our relationships or access to the natural environment.

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

**Strengths**

- **Home to Cypress Branch State Park – 314 acres of cropland, meadows, marshes, ponds, Upper Chester River, and forest – open to public with hiking trails, fishing, kayaking, hunting, bird watching, and picnicking**
- **Home to Water Front Park – approximately 26 acres of woodland and marshes along the Upper Chester River – open to public with hiking trails, fishing piers, kayak/canoe launch**
- **Parks – our parks include youth baseball fields, playground equipment, walking trails, community pool, tennis courts, pickleball courts, and future soccer fields**

**Weaknesses**

- **Aged terra-cotta wastewater collector system with damage from poor workmanship during install of water distribution system, damage from traffic and tree roots, etc.**
- **Faulty, leaking water distribution system;**
- **Stormwater issues – lack of location and condition of existing structures, lack of knowledge to maintain structures, nuisance flooding and drainage issues**

Sustainable Communities Renewal Application - Section B

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p><b>Outcome 1: Research current distribution system and repair/replace damaged lines</b></p> <p><b>Progress Measures: Project completion, decrease in I &amp; I treated by wastewater plant</b></p>	<p><b>Strategy A: Camera existing distribution system to locate holes; intersection by fiber, water, and electric lines; damage from weight of traffic and tree roots</b></p> <p><b>Strategy B: locate laterals to assure all structures are actually connected to sewer mains</b></p> <p><b>Strategy C: verify all structures have appropriate clean outs installed</b></p>	<p><b>USDA, MDE, Kent County, Queen Anne's County, Town of Millington, MD Rural Water Association, KCI Technologies, Inc.</b></p>
<p><b>Outcome 2: Erosion and nuisance flooding issues along Upper Chester River</b></p> <p><b>Progress Measures: reduce nuisance flooding, reduce eroded shorelines, create sustainable natural habitat for waterfowl and native wildlife to the area</b></p>	<p><b>Strategy A: Contract with a licensed agency to develop plans to inspect and measure current conditions and concerns.</b></p> <p><b>Strategy B: Create a timeline to make corrections and/or work with local residents to correct issues.</b></p>	<p><b>USDA, MDE, DHCD, FEMA, MEMA, Soil Conservation Districts (Kent &amp; Queen Anne's), Critical Areas Commission, MD Dept of Transportation (stormwater outlets), DNR, US Fisheries &amp; Wildlife</b></p>

Economy

This section is centered on economic growth and management.

Strengths and weaknesses might focus on the following: business attraction & retention; improving and maintaining the health of business districts, downtowns, and main streets; commercial vacancy reduction; workforce attraction and retention; employment/job training; marketing, branding, and tourism; improving or creating economic impact of cultural and historic assets; providing technical and financial assistance to businesses; commercial building acquisition, rehabilitation and/or adaptive re-use; and creating a sense of place and vibrancy through streetscaping and beautification.

Strengths

- Town is located 1.5 miles east of Route 301
- Local owned businesses in center of Town
- Interest from developers and business to expand in the Millington area.
- Town is located 10 miles to the Delaware State line – increasing the opportunity to work, shop, and play

Weaknesses

- Public parking is unavailable in the downtown area creating a burden for area and potential new businesses
- Difficulty in attracting new businesses, relocating a business, or expanding a business due to lack of available structures, start-up costs, parking, and confidence in the area business climate.

Sustainable Communities Renewal Application - Section B

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p><b>Outcome 1: Lack of public parking spaces</b></p> <p><b>Progress Measures:</b> Increase area available for public parking or number of parking spaces not restricted by a specific business</p>	<p><b>Strategy A:</b> Review parking sections of Zoning Ordinance and Streets &amp; Sidewalks Ordinance to create ample parking and increase unobstructed flow of traffic.</p> <p><b>Strategy B:</b> Discuss sharing of parking area between local businesses.</p>	<p><b>Town Council, Planning Commission, local existing businesses</b></p>
<p><b>Outcome 2: Attract new businesses, assist existing businesses to relocate, and/or expand existing businesses</b></p> <p><b>Progress Measures:</b> decrease number of vacant commercial structures and vacant lots in Town Center district, increase number of new or relocated businesses and support expansion of existing businesses</p>	<p><b>Strategy A:</b> Enter into a partnership with Kent and Queen Anne's Counties Economic Development Department to connect properties with potential businesses.</p> <p><b>Strategy B:</b> Implement business tax credits to new business owners and property owners.</p>	<p><b>Kent &amp; Queen Anne's Counties Economic Development Departments, MD Dept of Economic Development, RMDC, USRC, USDA, Town Council and Planning Commission,</b></p>

**Transportation**

This section describes the way people in your community get from place to place.

Strengths, weaknesses and outcomes can focus on: access to transit corridors; pedestrian safety and accessibility; sidewalks; alternative modes of transportation, such as bikeways and trails; public transit, such as bus and rail; carpooling; proximity to transportation centers; parking; and road conditions.

Strengths	Weaknesses
<ul style="list-style-type: none"><li>Approximately 85 % of the Town is walkable with sidewalks; 75% of these recently updated through a completed Streetscape Program with MDOT.</li></ul>	<ul style="list-style-type: none"><li>Town connector streets without sidewalks or non-ADA compliance sidewalks.</li><li>No bike ways or shoulders on some streets.</li><li>No public transportation available.</li></ul>

Sustainable Communities Renewal Application - Section B

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p><b>Outcome 1: Create sidewalks and structures to slow traffic on connector streets.</b></p> <p><b>Progress Measures: Sidewalks through the Town with shoulders for bikeways or pedestrian traffic on all connector streets.</b></p>	<p><b>Strategy A: Contract with consultant/engineer to develop plan and design of ADA compliance sidewalks, bikeways, and shoulders along connector streets.</b></p> <p><b>Strategy B: Remove bad sidewalks, install new sidewalks and shoulders, meet ADA regulations. Creating bikeways and shoulders where needed. Create methods to decrease speed of traffic on connector streets.</b></p>	<p><b>MDOT, KCI Technologies, Inc., Town Council, Town Planning Commission, Kent County Public Works</b></p>
<p><b>Outcome 2: Develop local public transit options</b></p> <p><b>Progress Measures: Contract with local transit organization and create new routes and service for area residents.</b></p>	<p><b>Strategy A: Negotiate with local transit organization or work with private transit organization to establish a route and schedule.</b></p> <p><b>Strategy B: Create transit stop locations and schedules.</b></p>	<p><b>Delmarva Community Transit, KCI Technologies, Inc., Kent &amp; Queen Anne's Counties Economic Development Depts, Kent &amp; Queen Anne's Counties Commissioners, Town Council and Planning Commission, RMDC, USRC, MDOT</b></p>

**Housing**

**This section focuses on the homes in which people in your community live and efforts which make it easier for them to find and stay in a place to call home.**

**Strengths, weaknesses and outcomes might focus on the following: affordability; increasing homeownership; increasing rental housing; diversifying the kinds of housing available; improving housing conditions (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.**

Strengths	Weaknesses
<ul style="list-style-type: none"><li>• <b>Availability of different housing types – single family, apartments, duplexes</b></li><li>• <b>Consistent rental and code enforcement inspections and follow up.</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Availability of affordable housing.</b></li><li>• <b>Residential homes converting to multi-family rentals on the rise.</b></li></ul>

Sustainable Communities Renewal Application - Section B

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p><b>Outcome 1: Increase number of affordable housing availability.</b></p> <p><b>Progress Measures: increase diversity of available housing units</b></p>	<p><b>Strategy A: Work with developers and contractors as they build new and/or renovate existing structures.</b></p> <p><b>Strategy B: Work with property owners as they renovate or refurbish current properties.</b></p>	<p><b>Kent &amp; Queen Anne’s Housing Authority, Kent &amp; Queen Anne’s Counties Planning Commission, Millington Council &amp; Planning Commission, USDA, State of Maryland, developers, contractors</b></p>
<p><b>Outcome 2: assist potential residents in the location of programs for affordability and other housing assistance</b></p> <p><b>Progress Measures: increase in homeownership and long-term and short-term rentals</b></p>	<p><b>Strategy A: Work with potential residents through the search for properties, permitting required, and funding opportunities available for renovations/refurbishing/purchase</b></p> <p><b>Strategy B: Work with property owners through the process to convert properties to rental units</b></p>	<p><b>Kent &amp; Queen Anne’s Housing Authority, Kent &amp; Queen Anne’s Counties Planning Commission, Millington Council &amp; Planning Commission, USDA, State of Maryland,</b></p>

### Community Health and Quality of Life

This section is concerned with public health, community culture, and the day-to-day life of community residents.

This category includes projects focusing on (but not limited to): improvement of public health including improving community design to promote healthy behaviors such as walking and strengthening community support and connectedness through health and wellness programs and facilities that create inclusive communities. These projects may include built environment, indoor spaces, outdoor environments such as increasing community gardens and access to services including educational facilities and programs; health and wellness facilities and programs that serve multi-generations; senior facilities and programs; youth facilities and programs; facilities and programs for the disabled; civic amenities, access to quality food options; collaborations with faith-based organizations; arts and entertainment education; and homelessness prevention, services, and facilities. Projects should include community engagement that includes participation in the selection of strategies and outcomes, progress reports, and evaluation.

Strengths	Weaknesses
<ul style="list-style-type: none"><li>● Town office building offers community library and computer center to area residents and visitors.</li><li>● Choptank Health offers weekly services through a mobile unit, located in the parking lot of Town Hall.</li><li>● Millington Crumpton Food Bank offers through various programs food, personal items, and financial assistance to low-income residents in the area. In addition to various weekly programs, they also operate a monthly Community Food Pickup to any person with a Maryland license.</li><li>● Town Council member is a Diabetes Preventive Program Lifestyle Coach – offering education and consulting to area residents on diabetes, treatments, care, and maintenance.</li></ul>	<ul style="list-style-type: none"><li>● The Town lacks dental and mental health facilities, forcing residents to travel to Chestertown or large municipalities to seek treatment and consultations.</li></ul>

Sustainable Communities Renewal Application - Section B

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p><b>Outcome 1: Attract health care facilities and providers.</b></p> <p><b>Progress Measures:</b> opening health facilities or opening a office to be shared by various providers on a part-time basis in the area.</p>	<p><b>Strategy A:</b> During refurbishing of old school building into a commercial/business center; offer office space to various service providers as a location to offer needed health services.</p> <p><b>Strategy B:</b> Work with Kent &amp; Queen Anne's County Health Departments to contract for health services on a part-time basis.</p>	<p><b>Kent &amp; Queen Anne's County Commissioners; Kent &amp; Queen Anne's County Health Departments; Choptank Community Health; University of MD Medical System; Health providers</b></p>
<p><b>Outcome 2: Create a community garden with classes in gardening, food harvesting, food storage and preparation – teaching residents the value of food sustainability.</b></p> <p><b>Progress Measures:</b> increase the number of residents with the methods to use local grown ingredients through the year.</p>	<p><b>Strategy A:</b> work with contractor of Senior Housing project and local Food Bank to create a community garden.</p> <p><b>Strategy B:</b> work with USDA Cooperative, Kent and Queen Anne's County Master Garden program, and local gardeners to educate residents on sustainability and how to prepare local grown ingredients.</p>	<p><b>Millington Crumpton Food Bank; contractor of Senior Housing project; Kent &amp; Queen Anne's County Master Garden program, USDA Cooperative, local gardeners</b></p>

### Local Planning and Staffing Capacity

This section is concerned with a local government's ability to plan for the community's future and to meet the current needs of residents.

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

Strengths	Weaknesses
<ul style="list-style-type: none"><li>● Planning Commission and Town Council continually work with amendments to Comprehensive Plan, Zoning Ordinances, Critical Area ordinances, and local policies.</li><li>● Planning Commission and Town Council willing to grow Town and envision the Town's future by being receptive to change an innovation.</li></ul>	<ul style="list-style-type: none"><li>● Old, worn out infrastructure – Town is in need of an upgraded wastewater treatment plant and an additional water treatment plant to allow for growth.</li><li>● Staff size and costs of personnel – Town currently employees 2 full time and 2 part-time employees provide continuity; the lack of funds and staff make it difficult to participate in programs offered by Federal and State agencies.</li></ul>

Sustainable Communities Renewal Application - Section B

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p><b>Outcome 1: Increase sewer capacity and water capacity for future development and growth.</b></p> <p><b>Progress Measures: construct new ENR wastewater plant conjunction with Kent County; construct new water plant or add additional water tower and wells</b></p>	<p><b>Strategy A: Work with Kent County as new wastewater plant is designed, property for relocation is found, permitting is completed, and funding is in place.</b></p> <p><b>Strategy B: Work with Kent County to determine the best solution to increase water system capacity for future growth.</b></p>	<p><b>Kent County Public Works, KCI Technologies, Inc. (Town's Engineer); MDE, USDA, MDPW, NRWA, MRWA, Kent County Commission, and Town Council &amp; Planning Commission</b></p>

# Town of Millington

Incorporated 1890

P. O. Box 330 - Millington, Maryland 21651

Phone: (410) 928-3880 Fax: (410) 928-5764

E-Mail: [Millington@atlanticbbn.net](mailto:Millington@atlanticbbn.net)

Website: millingtonmd.us

## WORKGROUP ROSTER

The seal of Millington, Inc. is a circular emblem. The outer ring contains the text "MILLINGTON" at the top, "EST. 1754" at the bottom left, and "INC. 1890" at the bottom right. The inner circle depicts a rural landscape with a large tree on the left, a barn with a water wheel on the right, and a stream flowing through the center. Fish are shown in the stream, and there are reeds or grasses in the foreground.

Millington Town Council  
Millington Planning Commission  
Millington Board of Appeals  
Kent County Government Agencies  
Queen Anne's County Government Agencies  
State of Maryland Agencies  
USDA  
Upper Shore Regional Council  
Maryland Rural Development Corporation  
Maryland Rural Water Association  
KCI Technologies, Inc. (Town Engineer)  
Home Partnership – Senior Housing Project  
Millington Town Staff

Kevin Hemstock, Mayor

Michelle Holland, Council  
Zita Seals, Council

Mark Linton, Council  
Wayne Starkey, Council