



Sustainable Communities Action Plan

Town of New Windsor

Submitted by the Town of New Windsor

March 18, 2024

SGSC Approved - 6.24

SECTION A - SUSTAINABLE COMMUNITY RENEWAL

APPLICANT INFORMATION

Name of Sustainable Community:		Town of New Windsor	
Name of Applicant:		Town of New Windsor	
Applicant's Federal Identification Number:		52-0821163	
Applicant's Street Address:		209 High Street	
City: New Windsor	County: Carroll	State: MD Zip Code: 21776	
Phone Number: 410-635-6575	Fax Number: 410-635-2995	Web Address: www.newwindsormd.gov	

(1) Sustainable Community Boundary and Description

- (1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not. **The Town of New Windsor does not want to change the boundary to our Sustainable Community area.**
- (2) If yes, Include the following in as an attachment:
 - a. PDF or JPEG of modified Sustainable Communities boundary map,
 - b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),
- (3) Approximate number of acres of entire SC Area: 346.6
- (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? **With the addition of Snader's Summit, the number of housing units increased by 128.**

(2) 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 organizational structure has mainly stayed the same. However, with the potential change in staff and/or mayor and council, titles will be used. The Workgroup will consist of the mayor, five council members, the town manager, the chair of the planning commission, and two at-large members representing landlords and residents.**

The mayor will serve as the chair. The mayor will be tasked to implement the Sustainable Communities Plan as part of their duties as mayor. The mayor will schedule, at minimum, an annual review of the Sustainable Communities Plan and make changes as needed.

- (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 Sustainable Communities Plan is based upon the goals and objectives of the Town of New Windsor Comprehensive Plan. The Planning Commission is in the process of updating the current Comprehensive Plan.

Challenges include a lack of funding and staff time as we have a very small staff.

- (3) How did residents and other stakeholders in the community provide input to the Sustainable Communities Action Plan update? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based?
Residents and other stakeholders in the community are invited to comment on the Sustainable Communities Action Plan update. Their input is reviewed by the Sustainable Communities Workgroup and implemented in the update if applicable.
- (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.

The Town of New Windsor welcomes technical assistance, ideas, and information on best practices from the Maryland Department of Housing and Community Development (DHCD) and other State agencies. The Town of New Windsor continues to look for DHCD assistance in the following areas:

- **Community Development Block Grants**
- **Community Legacy Funds**
- **Main Street Maryland Technical Assistance Grants**
- **Maryland Historic Trust Capital Funds**
- **Neighbor Business Works**
- **Strategic Demolition Funding**
- **Sustainable Maryland Certification**

SECTION B - SUSTAINABLE COMMUNITY RENEWAL

REPORT

PART I: QUALITATIVE ASSESSMENT

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

Accomplishment 1:

Outcome: Waterline Replacement - Although not completed, this project finally began after being planned for nearly 10 years

Projects: Rte. 31 Waterline Replacement Project

Partners: Maryland State Highway Administration and the State of Maryland with a \$4M Grant

Impact: The replacement of the 115-year-old water line will eliminate leakage and create better water flow and water pressure. It will also replace aging water meters and add new sewer cleanouts. Once completed at the end of 2024, the Maryland Highway Administration is scheduled to begin their responsibilities which include, new ADA-compliant sidewalks, new curbs and ramps, retaining walls, pedestrian lighting, and new street paving.

Once SHA completes its work, High Street and Main Street will have an immediate impact on people traveling through town. It is hoped that the new streets will encourage new businesses to open in New Windsor.



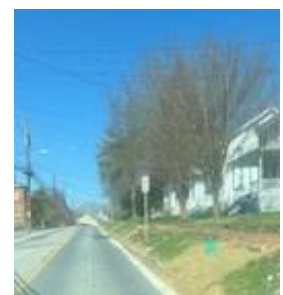
Lines for future Cuts



New Fire Hydrants



Completed water line replacement



New sewer cleanouts

Accomplishment 2:

Outcome: New Street Construction

Projects: Blue Ridge Avenue and College Avenue Street Project

Partners: Maryland Department of Housing and Community Development

Impact: This project had the maximum impact on the street needs in the project area. The cracking pavement was replaced. The sidewalk was missing on most of these streets. In addition, handicapped persons are now able to walk on the streets since they are non-ADA compliant. College Avenue and Blue Ridge Avenue can safely be used by pedestrians.



The major street reconstruction project included the installation of a stormwater tree trench used for infiltration.

Accomplishment 3:

Outcome: New Town Hall and Public Works Facility

Projects: Purchased and renovated the former fire hall

Partners: Carroll County Permits Office

Impact: Went from a building with 1,848 SF to a building with 5,090 SF, Went from a building with two offices, and one small meeting room to a building with six offices, a large meeting room, a conference room, a large storage room, and a public works facility. In addition, the meeting room was upgraded with modern video and audio systems with the assistance of the Carroll Community Media Center.



Public Works Area



Town Hall



Jack E. Coe meeting room

Accomplishment 4:

Outcome: Completion of Fountain Park

Projects: Construction of a new park

Partners: Program Open Space, New Windsor Fire & Hose Co. #1 made a donation towards a bench.

Impact: A new park in a safer location than our Main Street Park. Residents attending the Christmas Tree Lighting and other events no longer have to cross a busy intersection or cross a state highway to get to the park. The park provided a nicer setting for the beer garden for our Music on the Main street event. Our vision to hold regular events at the park.



Game Tables



Lighted Signage



Historic Fountain

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: Inflow & Infiltration Program

Narrative: Other projects have taken a higher priority. However, the lining of sewer lines is in the capital budget and should be completed within five years.

Outcome: Implementation of a New Windsor to Westminster Fixed Route bus Service.

Narrative: A survey of town residents needs to be performed by the Town or Carroll Transit to see if a fixed route is feasible.

Outcome: Increase potential commercial/residential land

Narrative: Efforts continue to find a business willing to locate to New Windsor on a 10-acre parcel next to the town limits.

Part II: 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			
Strategic Demolition Fund (SDF): <ul style="list-style-type: none"> Dielman Inn Foundation Stabilization Dielman Inn Foundation Stabilization 	DHCD	\$350,000 \$350,000		\$568,273.98 spent, returned \$131,726.02
Community Safety & Enhancement Program: <ul style="list-style-type: none"> High Street/Main Street/New Windsor Road 	MDOT			\$1.5M was appropriated for the design of the project
Maryland Bikeways Program:	MDOT			
Sidewalk Retrofit Program:	MDOT			
Water Quality Revolving Loan Fund:	MDE			

Other Funding Programs: *examples are U.S. HUD Community Development Block Grants (CDBG), or grants from USDA, EPA, Appalachian Regional Commission, Chesapeake Bay Trust, Maryland Heritage Areas Association, Preservation Maryland, Safe Routes to School, Maryland Rural Development Corporation, Maryland Energy Administration, Maryland Department of Natural Resources, etc.*

*Please add more rows if necessary

Program Open Space & Community Parks & Playgrounds <ul style="list-style-type: none">New Windsor Lions Park Play EquipmentNew Windsor Lions BallfieldAtlee Ridge Tot LotFountain ParkMain Street Park RenovationLions Club Park ImprovementsAtlee Ridge Basketball CourtSulphur Springs Spring House DrainageSkate Park Lighting	POS POS POS POS CPP POS POS POS POS	\$67,800 \$32,000 \$64,620 \$128,373 \$50,825 \$44,270 \$78,000 \$40,500 \$48,722		Pending Pending Pending
Waste Water Treatment Facility <ul style="list-style-type: none">2015 – Supplemental GrantENR StudyENR Upgrade	MDE MDE – Bay Restoration Grant State of Maryland	\$1,000,000 \$40,000 \$3,500,000	Appropriated, will receive funding when needed	This followed grants of \$550K and \$2M in 2011 and 2012
U.S. HUD Community Development Block Grant <ul style="list-style-type: none">Dielman Inn Feasibility StudyLead Paint Abatement – Dielman InnCollege Avenue & Blue Ridge Street Project	State State, Federal State	\$40,000 \$450,000* \$673,300		*Project came in under budget, \$97,000 returned
USDA <ul style="list-style-type: none">Two Sewer Pump Stations	Federal	\$755,174.13		
Preservation Maryland <ul style="list-style-type: none">Endangered Properties ProgramSix-To-Fix ProgramSix-To-Fix Program	Foundation Foundation Foundation	Pro Bono Pro Bono Pro Bono	Awareness Dielman Inn foundation survey and site assessment* Architectural documentation on the Dielman Inn	*Site assessment was extremely helpful with the grant application
Infrastructure Improvements <ul style="list-style-type: none">Water Line ReplacementMultiple Projects through ARPA	State US Department of the Treasury	\$4,000,000 \$1,377,908		

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

SECTION C - SUSTAINABLE COMMUNITIES ACTION PLAN

Town of New Windsor

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

- Opportunity to collaborate with Carroll County Government to construct a new stormwater management facility. This collaboration will save the Town a considerable amount of money.
- New Windsor has 20 acres of available land to expand programmed parks as the result of the remediation and filling of two former sewer lagoons.
- Pay-As-You-Throw Trash Collection 8-Month Pilot Program. This resulted in a 43% reduction in trash and nearly 50% increase in recycling. Although not continued due to residents' dislike of the program, we have the statistics and knowledge of the program if there's a change in residents' support of the program.
- Two bulk trash days annually collect 22 tons of waste.
- Purchased a street sweeper to keep debris and trash from entering our stormwater system
- Paper Shred Days
- Appropriation of \$3.5M from the State of Maryland for the wastewater treatment facility upgrade
- New trash cans purchased by the New Windsor Lions Club

Weaknesses

- The wastewater treatment facility needs to be upgraded to an Enhanced Nutrient Removal (ENR) facility.
- A high amount of sludge generated from the current wastewater treatment facility
- Inflow and Infiltration
- Residents flushing foreign materials and grease into the sewer system

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
Outcome 1: Upgrade Wastewater Treatment Facility Progress Measures: Lower level of pollutants discharged	Strategy A: Continue the design and engineering process Strategy B: Secure additional funding for our share of the project	Town of New Windsor, MDE, GMB Members of Congress for additional funding
Outcome 2: Inflow & Infiltration Program Progress Measures: Decrease in gallons of storm and groundwater entering the wastewater treatment facility	Strategy A: Video sewer lines Strategy B: Prioritize sewer lines to be lined Strategy C: Budget funds annually until the project is completed	Town of New Windsor Town of New Windsor Town of New Windsor
Outcome 3: Water System Technical Improvements Progress Measures: Monitor volume produced vs volume sold	Strategy A: Development of a hydraulic model where calibration takes place. Strategy B: Analyze and determine what the existing water system demands are Strategy C: Conduct a comprehensive evaluation of our existing water system, which encompasses inspecting the condition of assets, assessing water quality, and identifying vulnerabilities	Town of New Windsor Town of New Windsor Town of New Windsor
Outcome 4: Securing Redundant Water Sources Progress Measures: Reduction of dependence on the current water sources	Strategy A: Partner with Carroll County Department of Land & Resource Management to explore potential well sites on County property Strategy B: Partner with Carroll County Department of Land & Resource Management to examine current “off-line” water sources	Town of New Windsor, Carroll County Town of New Windsor, Carroll County

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.

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> • Completion of two developments, 205 units, more residents to support businesses • Available space for future business at Dielman Inn • AMI: \$99,022, above the State average of \$98,461 which creates the opportunity for residents to support local businesses • Improved support from the Carroll County Department of Economic Development 	<ul style="list-style-type: none"> • Lack of “Store Front” buildings • Lack of businesses on Main Street in downtown New Windsor • Lack of off-street parking • Lack of off-street parking for businesses when the snow emergency plan is in effect

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
Outcome 1: Receive Additional Grants and/or a Bond for Dielman Inn Restoration Progress Measures: <ul style="list-style-type: none"> • Begin the structure stabilization project • Increase in the number of interested partners 	Strategy A: Restoration of Dielman Inn Action Item A: Strategic Demolition Grant Action Item B: Find Investors Action Item C: Secure a State Bond	DHCD Carroll County Department of Economic Development Governor Moore and Local Delegation
Outcome 2: Increase in New Businesses Progress Measures: <ul style="list-style-type: none"> • New businesses opening in New Windsor 	Strategy A: Partner with the Carroll County Department of Economic Development Action Item A: Showcase available properties when CCDED invites potential investors to the town	Town of New Windsor and Carroll County Department of Economic Development

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"> No traffic congestion Carroll Transit System provides a demand response service that provides transportation for anyone who has transportation needs The active Streetscape project when completed will eliminate horrible road and sidewalk conditions on Main Street and High Street Two County owned and operated EV charging stations 	<ul style="list-style-type: none"> No transit fixed route service for seniors or residents seeking or maintaining employment, especially for low-income residents who may not have reliable transportation Limited walking trails No bike trails Unsafe sidewalks that do not meet ADA compliance and are broken up, raised from tree roots, or are missing completely Insufficient number of crosswalks

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Complete the Streetscape Project Progress Measures: <ul style="list-style-type: none"> Continue the current Town project Commitment from SHA to complete their project 	Strategy A: Complete the Town's responsibility for the water line replacement. This has to be completed before SHA will begin their work Strategy B: Work with State officials to secure funding for SHA's work	Town Town, SHA, and Local Delegation
Outcome 2: Fixed Transportation Route Progress Measures: Town to have at least one fixed-route stop	Strategy A: Agreement with Carroll County Government Strategy B: Signage and bus stop shelter	Town, Carroll County Government Carroll County Government, Carroll Transit System

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">• A low crime rate is attractive to potential residents• Quality private and public schools attract potential residents• New Windsor is nearby to Westminster, Frederick, Baltimore, and DC for employment and the opportunity for great dining, shopping, and entertainment• Two new mixed-use developments, one 55+, 205 total units recently built. This gives multiple styles of housing to meet individual likes and needs	<ul style="list-style-type: none">• Affordable housing for young adults wanting to live and volunteer in New Windsor• Inattentive landlords that do not maintain their properties and do not monitor the behavior of the renters

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Affordable Housing Progress Measures: Keeping young adults to stay in New Windsor	Strategy A: Renovate the former town hall into affordable rental units Strategy B: Find affordable rental units for fire company volunteers Strategy C: Find grants or tax credits for landlords to provide affordable housing	Town, DHCD, Governor Moore Town, New Windsor Fire Company
Outcome 2: Improving Housing Conditions Progress Measures: Landlords signing up for funding if grants are received by the Town,	Strategy A: Receive grants to improve housing conditions Strategy B: Educate landlords on the benefits of participating in grant programs	Town, DHCD Town, DHCD

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"> • A low crime rate is a better environment to raise a family • Rural area results in less time spent in traffic • Small community creates the opportunity to know more people and enjoy a slower pace of life • Very active service organizations, (Fire Company, Lions Club, Recreation Council, Heritage Committee) provide residents the opportunity to volunteer, give back to their community, and provide a better way of life • Council member very active in community health issues and participates in county training and programs • New Windsor Food Bank assists low-income residents • The fire department's willingness to provide CPR/AED classes • Low tax rate 	<ul style="list-style-type: none"> • Lack of safe sidewalks for walking • Lack of walking trails • No local gym • One dentist office, no other health care providers or facilities • Lack of businesses • Perception of high water and sewer rates

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Exercise Opportunities Progress Measures: Number of participants	Strategy A: Resume weekly "Walk with the Mayor" walks around town Strategy B: Establish a walking trail on open space adjacent to the town public works facility Strategy C: Sign an agreement with Springdale Preparatory School for residents to use the weight room and facilities	Town of New Windsor Town of New Windsor Town of New Windsor and Springdale Preparatory School
Outcome 2: Health Classes and Training Progress Measures: Number of participants	Strategy A: Annual CPR/AED classes provided by the fire company Strategy B: Classes and training on current health issues	New Windsor Fire Company Carroll County Health Department
Outcome 3: Medical Facility Progress Measures: Medical facility located in town	Strategy A: Find land or property for a medical facility Strategy B: Find doctors willing to locate in New Windsor	Town of New Windsor Carroll Hospital, MedStar Health

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">Town controls zoningCurrent Comprehensive Plan is being updated	<ul style="list-style-type: none">Limited open space for commercial developmentNo open space for residential development"Land Locked" by a stone quarry and farms in land preservation programsSmall staff

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Increase commercial/residential land Progress Measures: Increase in developable commercial/residential land	Strategy A: Annex 10-acre parcel for development Strategy B: Expand the sewer line down New Windsor Road to existing industrial park	Town of New Windsor, property owner Town, County, and State

