

# SUSTAINABLE COMMUNITIES PROGRAM

## APPLICATION FOR DESIGNATION RENEWAL

### Eligible Applicants:

*Local Governments with a Sustainable Communities Designation*

*Local Government Consortiums with a Sustainable Communities Designation*

Application must be submitted  
on or before the expiration date of  
Sustainable Communities designation.

Maryland Department of Housing and Community Development  
Division of Neighborhood Revitalization  
2 N Charles Street, Suite 450  
Baltimore, MD 21201  
410-209-5800  
<http://dhcd.maryland.gov/>

APPROVED BY SGCC 4/13/2022

LARRY HOGAN  
Governor  
BOYD K. RUTHERFORD  
Lt. Governor  
KENNETH C. HOLT  
Secretary  
OWEN McEVOY  
Deputy Secretary

Sustainable Communities Renewal Application

**CHECKLIST AND TABLE OF CONTENTS**

**APPLICANT:** Town Council of Centreville

**NAME OF SUSTAINABLE COMMUNITY:** Historic Centreville

**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: Comprehensive Assessment](#)
- [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

## Sustainable Communities Renewal Application - Section B

### I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community:	Historical Centreville		
Name of Applicant:	Town Council of Centreville		
Applicant's Federal Identification Number:	52-6000782		
Applicant's Street Address:	101 Lawyers Row		
City: Centreville	County: Queen Anne's	State: MD	Zip Code: 21617
Phone Number: 410-758-1180	Fax Number: 410-758-4741	Web Address:	townofcentreville.org

### Sustainable Community Application Local Contact:

Name: Carolyn Brinkley	Title: Town Clerk		
Address: 101 Lawyers Row	City: Centreville	State: MD	Zip Code: 21617
Phone Number: [REDACTED]	Fax Number: [REDACTED]	E-mail Address: [REDACTED]	[REDACTED]

### Sustainable Community Contact for Application Status:

Name: Charles Koogle	Title: Town Manager		
Address: 101 Lawyers Row	City: Centreville	State: MD	Zip Code: 21617
Phone Number: [REDACTED]	Fax Number: [REDACTED]	E-mail Address: [REDACTED]	[REDACTED]

### Other Sustainable Community Contacts:

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

### II. SUSTAINABLE COMMUNITY – General Information

#### A. Sustainable Community Boundary and Description

- (1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not? The Town of Centreville is not requesting any changes to our Sustainable Community boundary. We feel this is the best representation of our town's historic 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: 528.5
- (4) Existing federal, state or local designations:  
 Main Street  Maple Street

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- National Register Historic District  Local Historic District  Arts & Entertainment District  
 State Enterprise Zone Special Taxing District  BRAC  State Designated TOD  
 Other(s): Maryland Farmers' Market; Maryland Targeted Watershed; Tree City USA; Certified Community Wildlife Habitat; Heritage Area Certification; Heritage Area Target Investment Zone; Chesapeake Country Scenic Byway

- (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?

According to *data.census.gov*, Centreville's population in 2020 was 4,727. The median age is 45.5 years, an increase from 40.7 years. The information found does not show a change to the race make-up of Centreville over the last five years.

Centreville has a total of 1,925 housing units, of which 1,784 are occupied. Of those occupied housing units, 1,415 are owner-occupied and 396 are renter-occupied. The average family size is 3.2, a slight increase from 3. The median income has increased from \$89,373 in our report five years ago to \$89,699 in 2020.

### 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 most significant change to the Town's organizational structure, with the help of ARPA funds, is the recent hire of a Program Manager to help with larger, upcoming projects such as the replacement of our wastewater treatment plant. All positions are still current and active with only a few personnel changes. In the upcoming budget, Town staff anticipates the hire of additional administrative staff. The groups and stakeholders have not substantially changed over the past five years and continue to work on initiatives related to or enhancing the 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 strengths of the Sustainable Communities Workgroup are experience and knowledge where they continue to create, update, and complete the comprehensive strategies of the plan. The biggest challenge implementing the plan continues to be time. Strategies and implementation of the plan falls on the shoulders of Town staff which creates additional work to their already full work schedule.

The Town continues to implement the use of contractors and, as mentioned, recently hired a Program Manager to help with larger, upcoming projects such as the replacement of our wastewater treatment plant. The completion of the Main Street Market Study and Centreville Economic Development Plan has helped to guide the Town in the direction we feel our stakeholders, citizens, visitors, and businesses feel we should be moving. However, in 2020,

## Sustainable Communities Renewal Application - Section B

COVID-19 put a halt to almost all of the Town's plans to implement these strategies and switch direction to help our businesses survive this pandemic.

- (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 stakeholders provide input through Town Council meetings, Planning Commission meetings, and public hearings. In Centreville's previous application, the implementation of the Main Street Market Study as well as the Centreville Economic Development Plan were being implemented. The implementation of these strategies was discussed with the Centreville Economic Development Authority (CEDA) which consists of a combination of business owners (non-profit organization, financial services, business development) and residents.

The Centreville Planning Commission is in the process of updating the Town's comprehensive plan. These meetings are open to the public with public input encouraged. The Town Council will be implementing a "Council in the Community" campaign to travel to different sectors of town to discuss important topics, both current and upcoming, with the community. These topics include the update to the comprehensive plan, update to the wastewater treatment plant, events, economic development, and any other topics the public requests.

- (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.

Centreville has focused on economic development. As mentioned in our previous application, the Town Council created the Centreville Economic Development Authority and appointed nine (9) members. This group became more of an advisory group and not a working group. The current level of Town staffing does not allow the bandwidth to take on more tasks. In 2021, the Town Council decided to make this an ad-hoc committee until such time more effort could be put forth to create a stronger a team to revitalize and implement our economic development initiatives.

## **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.*

## Sustainable Communities Renewal Application - Section B

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

#### **Accomplishment 1:**

*Outcome: Provide \$15,000 in grants for businesses located within the Main Street District.*

*Projects: Façade Improvement Program – to provide assistance to business owners to complete improvements to their buildings.*

*Partners: Department of Housing and Community Development – Community Legacy Funds; Main Street*

*Impact: Since the implementation of this program in 2013, Centreville has received a total of \$185,000 and 14 properties participated and completed a façade improvement. We recently received notice that we have been approved for another \$50,000 grant to continue this program.*

*In first round of funding, the maximum grant award for this program was \$10,000 and the applicant was required to provide a 50% match. This match was a deterrent for business/property owners to participate. Since then, the Town revised the program scope and increased the maximum award amount to \$15,000 with no match required. This was a huge switch for the community and has resulted in continual applications being received for consideration of the program.*

#### **Accomplishment 2:**

*Outcome: Completion of completion road construction of Liberty and Commerce Streets*

*Projects: Liberty and Commerce Streets Road Construction*

*Partners: Department of Housing and Community Development Infrastructure Bond Financing; Maryland Department of Transportation; Centreville's Permanent Fund used by a vote of citizens*

*Impact: This project had a huge impact on the Town, business owners, visitors, and citizens. The Town underwent a large \$8 million infrastructure project that impacted the State roads that bisect our town. This had a huge impact on our businesses and citizens located along these two streets which took nearly two years to complete. The Maryland Department of Transportation informed the Town they would be paving Rt. 213 through Town (Liberty and Commerce Streets) which left us less than optimal amount of time to prepare.*

#### **Accomplishment 3:**

*Outcome: Support businesses through the COVID-19 pandemic*

*Projects: Maryland Strong Economic Recovery Initiative*

*Partners: DHCD Maryland Strong Economic Recovery Initiative (MD-SERI) - \$105,375 (\$94,500 used as direct business support and \$10,875 for the eGift Card program).*

*Impact: The Town's Main Street program was awarded \$105,375 in grant funding from the Maryland Strong Economic Recovery Initiative to help revitalize businesses through the COVID-19 pandemic. \$94,500 was used to directly reimburse businesses for expenses they incurred, bills they were behind on, or equipment needed to help regenerate their business. Also, as another added feature, \$10,875 was dedicated to create an egift card program to be used only in businesses in Centreville. This cost paid for the start up of the program, normal costs to businesses to participate, and a bonus card program for anyone purchasing a gift card. It has, to date, been a success and is an added benefit to all businesses participating.*

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### **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: Create and operate a business incubator and/or co-work space or work with a business entity looking to provide this service.*

*Narrative: This objective has been discussed many times has not been accomplished due to lack of staff time and availability. Then, as much of this application will discuss, COVID hit and the need for incubator space has lapsed. With the majority of the workforce now working from home, the need for incubator space, at this time, has become moot. Our Main Street Manager and Economic Development Manager works closely and directly with businesses interested in relocating to Centreville, looking to open a new storefront in town, or have general interests in the possibility of opening a businesses within our town.*

*Outcome: Complete a comprehensive parking study.*

*Narrative: This outcome has been discussed each budget cycle for many years with the Town Council. They determine if this is funded or not and up to this point, have felt it was not the best use of Town funds. During the Liberty/Commerce Streets construction project, they felt it best to wait until after the completion, then COVID and they determined it was best to wait until businesses and schools returned to "normal". Centreville has five (5) schools located within town boundaries that make up for most of the traffic and some of the parking throughout town.*

*Outcome: Market for assisted living facility at Centreville Business Park.*

*Narrative: This outcome has been a goal for most every plan the Town writes. The development of an assisted living facility at the Centreville Business Park is the ideal location since a 55+ community is located right beside this property with the opportunity to provide "age in place" services. The Town did have a developer interested in building such a facility, but due to funding difficulties on their end, the project never came to fruition. The Town and developer of the Centreville Business Park have discussed this with other potential facilities but nothing has been executed at this time.*

## **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.

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<b>ENVIRONMENT</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>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?</b>
1. Has there been an improvement in water quality? Have you completed any projects intended to improve water quality? Ex. impervious surface reduction, stormwater improvements etc.	YES			The Centreville Town Tree Canopy has improved 26.8% to a new mapped total of 57.4% in 2019 due to the maturation of executed Canopy Code compliant projects and street trees.
2. Have you improved wildlife habitat in your community? Ex. native plantings, pollinator gardens, rain gardens	NO			Impervious areas have expanded by the construction of new streets and sidewalk extensions.
3. Have you increased access to green space, parks or outdoor recreational opportunities?	YES			The Centreville Wharf Park is undergoing a major transformation all through grant funding. The Town has installed a new, ADA accessible playground; new native plantings that includes trees, shrubs, and grasses; critical area buffer plantings to include 20,000 SF of meadow grass; the installation of three (3) picnic pavilions are currently being installed; lights, new decking, and power towers were installed along the Town's boardwalk and boat slips; and the pump out station has been moved from the adjoining County landing to the Town's boat slips.
4. Have you implemented operational sustainability practices (example: town hall enhancements) and/or community-based practices? (ex. Rain barrels or rain gardens at residences, recycling, composting etc)	YES			The Town continues to provide single stream recycling to residents and businesses. In a continued effort to promote and increase the recycle program, the Town continues to provide 35-gallon toters to any new home built. The toters are intended to stay with the property so new residents purchasing existing homes have access to these containers. If additional containers are needed, residents have the option to purchase.
<b>OTHER:</b>				
<b>ECONOMY</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>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?</b>

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1. Has there been an increase in the number of new businesses in your Main Street/ Commercial District?	YES			Since 2017, we recorded 14 new businesses and 2 closed businesses for a net of 12 new businesses in our Main Street/Commercial District.
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?	YES			In 2020, Centreville Main Street joined the state and national network of Keep America Beautiful. Although not an economic driver in the traditional sense, the designation's focus on appearance will enhance the Town's other efforts like its Façade Improvement grant program. These initiatives continuously add to the narrative that Centreville is a great place to visit, open a business or to put down roots which all contribute to our local economy.
3. Has there been an increase in foot traffic in the Main Street/commercial district?	YES			Special events are consistently successful strategies to increase foot traffic with both area residents and visitors. In 2017, the Town launched a new signature event celebrating Maryland makers (DrinkMaryland: Centreville – A Maryland Makers Festival). We will host our fifth DrinkMaryland event in 2022. Each year, it draws 1,500 to 1,800 festival-goers from seven different states, in addition to Maryland and Washington, D.C. Although it was created to attract visitors, it is equally beloved with residents and locals from surrounding counties.
4. Have the number of commercial vacancies decreased?	YES			Centreville commercial district continues to average under three vacancies at any given time. Currently one of the properties is a long-standing vacancy that requires close to \$500,000 in improvements. It is currently being considered by an out of state developer. The Town has offered support in the way of façade improvement grant money and possible demolition grant assistance.
5. Has there been an increase in local jobs within the Sustainable Community for its residents?	YES			Like many small towns, a vast majority of Centreville's workforce is focused in private and public-school systems as well as district and circuit court business. Although a majority of our traditional retail and commercial businesses rarely employ more than 25 employees, in the past three years or so the Town's cannabis grower has nearly doubled its physical footprint and will be increasing its workforce tremendously by adding numerous technicians and other skilled workers. In addition, the region's hospice care administrative and patient care unit are located in the Town and now employs close to 100 administrative and health care workers.
6. Has there been an increase in workforce development training or other opportunities for connecting potential employees to well-paying jobs?	NO			The Town of Centreville does not offer any workforce development training however, the Queen Anne's County High School offers career path training for 10, 11, & 12 <sup>th</sup> graders and Chesapeake College offers workforce development training as well.

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<b>OTHER:</b>				
<b>TRANSPORTATION</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>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?</b>
1. Has the amount of bike trails/paths increased? How many linear feet do the trails cover?		NO		Funding precluded us from completing additional bike/ walking trails which is planned to complete an entire circle around Centreville.
2. Have there been improvements to the public transit infrastructure?	YES			County Ride bus stop has been added in Little Hut Drive for Centre Park and The Willows residential projects.
3. Has there been an increase in sidewalks? (Amount in linear feet). Were accessibility elements added, such as more ADA-accessible ramps and signage/signals? Has there been a noticeable increased use of these walking places?	YES			4646 linear feet of new sidewalk in three major subdivision and Main Street sidewalk widening project.
4. Have there been any roadway improvements that support “Complete” or “Green” streets?	YES			2766 linear feet of new street meeting the State Environmental Site Design Standards and Specifications Coursevall extended, Providence Phase V, The Willows
5. Has traffic congestion along major roads decreased? (Amount in percent)	YES			Purchase and installation of brand-new traffic signals and telemetry with WIFI synchronization has reduced congestion downtown.
<b>OTHER:</b>				

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<b>HOUSING</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>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?</b>
1. Have any residential facades or interiors been improved? Has the energy efficiency of any housing units been increased?	YES			13 interior renovations / 12 exterior renovations  Roof replacements in the past year has increased dramatically: 2021 – 43 roof replacements 2020 – 26 roof replacements 2019 – 7 roof replacements 2018 – 6 roof replacements 2017 – 6 roof replacements
2. Has the homeownership rate increased?	YES			Homeownership has increased 5.8% since 2017.
3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable? How many are within .5 miles of a transit stop?	YES			10 houses built in SC area (one Habitat for Humanity house) 70 apartments were built. All are workforce housing units
4. Has there been demolition of blighted properties?	YES			10 blighted properties were demolished and have been or are in the process of being rebuilt.
5. Has the residential vacancy rate decreased?	YES			The residential vacancy rate is 9.2%, decreased from 11% at the 2017 SC application.
6. Has the jurisdiction partnered with any community development corporations to improve its housing stock, increase the availability of affordable housing, or support those experiencing homelessness or being threatened with eviction? Has the jurisdiction initiated any of its own programs to do the same?		NO		The Town of Centreville has not partnered with any programs however, this is a Haven Ministries organization located within town that does help with homelessness. The Town has not initiated any programs on its own.  The Town also supported the development and construction of 70 workforce housing units built just outside the SC boundary.

## Sustainable Communities Renewal Application - Section B

7. Has there been an increase in homeownership counseling services or individuals accessing such services?			N/A	The Town is unaware of any homeowner council services accessed by individuals.
<b>OTHER:</b>				

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<b>COMMUNITY HEALTH &amp; QUALITY OF LIFE</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>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?</b>
1. How many historic properties were renovated/improved? To your knowledge, did the renovations mitigate certain environmental hazards such as lead and asbestos?	YES			Of the 25 homes noted above that were renovated/improved, 22 were historic properties. The Town is uncertain if the renovations mitigated environmental hazards.
2. Have there been improvements and/or additions to your public or community available spaces? Examples include museums, community centers, public plazas, murals and public art.	YES			The Queen Anne's County Historical Society have made improvements to the Tucker House and Wright's Chance House through façade improvement funds provided through Community Legacy. No other additions have been made to public or community spaces.
3. Are there opportunities for residents to gather, communicate and celebrate? Do they serve multi-generations and all populations in the community? Examples are wide-ranging and may include fairs, community history days, neighborhood meetings, etc.	YES			<p>The Town holds a Centreville Day in October which is a family-oriented event for adults and children. It offers a <i>Centreville Idol</i> singing contest, Centreville Cookie contest, pumpkin painting and other kids' activities, vendors, food, and music.</p> <p>In June, DrinkMaryland: A Maryland Makers event is held which is geared towards 21 and older adults to participate in tastings from local wineries, breweries, and distilleries. Music, food, and merchant vendors are also present at this event.</p> <p>In July, the Town displays fireworks and prior to holds a family fun day with rides, games, food, and music.</p>
4. Have there been any changes in access to health and wellness services? Examples include mobile clinics, hospitals, telehealth opportunities.	YES			Since COVID-19, additional telehealth opportunities have been afforded to most individuals. The QAC Health Department offers free COVID testing and vaccines.

## Sustainable Communities Renewal Application - Section B

5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/outdoor courses or groups)?	YES		<ul style="list-style-type: none"> <li>• YMCA</li> <li>• Bigbie's Shore Performance (indoor baseball, softball, lacrosse training facility)</li> <li>• Centreville Outdoors – provides products for all outdoor recreationists including kayaks for sale and rent as well as water trail guiding.</li> </ul>
6. Do all residents have access to healthy food options such as fresh food grocery stores, farmers markets, community gardens, etc., within the Sustainable Community?	YES		A farmers' market is held within the Sustainable Community from April through October. The number of vendors has ranged over the years however, to make services more "COVID-friendly" the past two years, the Farmers' Market now offers on-line ordering, delivery, and drive-through pick-up of items. The fees associated with on-line ordering and delivery have been covered through grants provided to the Farmers' Market.
7. Has there been a decrease in crime rate?	YES		The Centreville Police Department's crime rate continues to either stay the same or decrease and this is attributed to the increase in officers. Since the 2017 application, CPD has increased their staff by 3 additional officers.
8. Do all residents have access to the Internet and other basic utilities and services?	YES		All residents have access to the internet however, options are limited to Atlantic Broadband. Talkie began installing lines within certain areas of town over the past year but still is limited to the number of residents that have access to their services. Broadband options are lacking in Centreville and Queen Anne's County as a whole.
<b>OTHER:</b>			

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<b>LOCAL PLANNING &amp; STAFFING CAPACITY</b>	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have there been any infill developments?	YES			There have been 9 infill lots developed.
2. Has there been an increase in the amount of preserved/protected land?	NO			The Town has not purchased any additional property
3. Have there been any developments hindered by growth constraints? If so, please describe. Example constraints could be inadequate infrastructure, insufficient zoning density/intensity, or lack of buildable land.	YES			Development up to last year has not been hindered however, the Town's wastewater treatment plant is in dire need of upgrading and nearing capacity. There are two major developments that have come before the Town and at this time, the Town is not able to provide adequate allocations for these developments until the upgrade begins. Also, the Town is in search of a farm to expand the spray field currently in operation. This has also been a hindrance with the expansion of our treatment plant.
4. Have there been any zoning or policy changes that have fostered growth or redevelopment in your Sustainable Community?	YES			The Centreville Planning Commission and Town Council approved changes to the zoning code to allow for a new development on the Carter Farm which has been the subject of two other potential developments over the years. The Town Council and Planning Commission are also considering a growth allocation request by the developer and working with the Critical Areas Commission regarding this request.
5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?	YES			2018 – 2020 Centreville underwent a major infrastructure project on Liberty and Commerce Streets replacing all water and sewer lines along both streets which are Maryland State 213 North and South that bisect the middle of Centreville and run through the middle of the designated sustainable community.  2021 – Completed reconstruction of Weedon Street which included water/sewer lines, sidewalks and paving.

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6. Have you hired any new staff members, reassigned duties, or procured the services of a contractor to increase or better align local capacity? Have you implemented any professional development programs?	YES		<p>The Town relies heavily on contractors including: Town Engineer, Town Planner, Town Attorney. Most recently, the Town hired a Program Manager for the Department of Public Works to help with the major upgrade to the Town's wastewater treatment plant. Funding for this position is slated for through years through the American Rescue Plan Act funding. The Town is hopeful after three years, this position will become a permanent position and funded solely by the Town.</p>
7. Has your community initiated or completed any planning efforts that will support the Sustainable Community area, including comprehensive planning, small area planning, or planning studies?	YES		<p>The Centreville Planning Commission is in the midst of update the Town's Comprehensive Plan. Staff have also worked with Queen Anne's County Department of Planning and Zoning to implement changes to their Comprehensive Plan update as it relates to Centreville.</p> <p>The Town plans to work with Queen Anne's County to request an update to the water and sewer plan regarding the expansion of the Town's spray field.</p>
<b>OTHER:</b>			

## Sustainable Communities Renewal Application - Section B

<b>COMPETITIVE FUNDING:</b> 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	<b>If no funding was received, what technical or other assistance from the state would help with future applications?</b>	Other Notes
<b>Community Legacy (CL):</b> <ul style="list-style-type: none"><li>● Façade Improvement</li><li>● Façade Improvement</li><li>● Façade Improvement</li><li>● Façade Improvement</li></ul>	DHCD	\$30,000 \$55,000 \$50,000 \$50,000			
<b>Strategic Demolition Fund (SDF):</b> <ul style="list-style-type: none"><li>●</li><li>●</li></ul>	DHCD				
<b>Community Safety &amp; Enhancement Program:</b>	MDOT				
<b>Maryland Bikeways Program:</b>	MDOT				
<b>Sidewalk Retrofit Program:</b>	MDOT				
<b>Water Quality Revolving Loan Fund:</b>	MDE				

## Sustainable Communities Renewal Application - Section B

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

\*Please add more rows if necessary

Community Parks & Playgrounds • Installation of playground • Installation of 3 ADA picnic shelters	DNR	\$198,430 \$157,773		
Waterway Improvement Fund • Water/electric/lighting boat slips • Re-decking boardwalk/finger piers, complete water/electric/lighting	DNR	\$85,000 \$87,000		
Maryland Strong Economic Recovery Initiative • Direct business support and eGift card program	DHCD	\$105,375		
Main Street Improvement Program • Wayfinding Signage • Provide training and solutions to be more resilient & sustainable in COVID-19 recovery period	DHCD	\$14,000 \$ 9,000		
Chesapeake Bay Trust • Plantings at Centreville Wharf Park	DNR	\$30,000		

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

Sustainable Communities Renewal Application - Section B

# Sustainable Community Action Plan

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Name of Sustainable Community

## Example Section

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

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p><b>Outcomes</b> 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.</p> <p><b>Progress Measure:</b> What will you use to measure success toward outcome? Is it quantifiable or qualifiable?</p> <p>Example Outcome 1: Code violations and complaints are reduced in the Sustainable Community residential areas.</p> <p>Example Progress Measures: Code violations reduced by 25% in Sustainable Community residential areas</p>	<p><b>Identify strategies</b> 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.</p> <p>Example Strategy A: Review and revise, as needed, code compliance program to reduce frequency and number of residential code violations.</p> <p>Example Action 1: Complete analysis of code violations over the past five years to determine areas, both geographically and topically, for which code violations are most frequent.</p> <p>Example Action 2: Conduct outreach program to determine barriers to code compliance.</p> <p>Example Action 3: Analyze code compliance program for potential inefficiencies and opportunities for proactive engagement.</p> <p>Example Action 4: Pursue façade improvement funding to assist low-income homeowners overcome barriers to code compliance.</p>	<p><b>Which community stakeholders</b> need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.</p> <p>Maryland Department of Planning, Maryland Department of Housing, County Planning Department, local homeowners association</p>

## 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	Weaknesses
<ul style="list-style-type: none"> <li>● Preliminary Engineering Report completed for the expansion of the wastewater treatment plant</li> <li>● Working with MDE to assist with funding of the wastewater treatment plant</li> <li>● Working with Washington College to upgrade the Town's tree canopy mapping</li> <li>● Critical area plantings at the Centreville Wharf Park.</li> <li>● Water and Sewer main replacement projects ongoing to update ancient infrastructure and reduce groundwater penetration for sewer treatment.</li> <li>● Offering on-line and delivery services for the Town's Farmers' Market.</li> <li>● Park Master Plan completed that interconnect the public parks and green spaces.</li> <li>● Increase of tree canopy due to maturation of Canopy Code.</li> </ul>	<ul style="list-style-type: none"> <li>● Additional grant funding for the expansion of the wastewater treatment plant. Centreville's median income prohibits grant funding from USDA.</li> <li>● Acquiring additional land for the expansion of the Town's spray field.</li> <li>● Public Works staffing to maintain parks and many other duties is stressed and understaffed.</li> <li>● Outreach to expand Farmers' Market vendors competing with other jurisdictions continues to be unsuccessful.</li> </ul>

## Sustainable Communities Renewal Application - Section B

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>Outcome 1: Complete the expansion of the wastewater treatment plant to 1 million gallons per day (MGD)</p> <p>Progress Measures: Submit final planning and design to MDE for approval.</p>	<p>Strategy A: Obtain funding through the Maryland Department of the Environment to upgrade from BNR to ENR.</p> <p>Strategy B: Obtain additional gap funding to complete the upgrade via state funds for USDA.</p>	<p>Town Council MDE USDA State Legislature</p>
<p>Outcome 2: Increase Public Works staffing to maintain parks and many other duties is stressed and understaffed.</p> <p>Progress Measures: Maintain a fully-staffed Dept. of Public Works.</p>	<p>Strategy A: Increase the starting salary for Utility Workers to be more comparable to today's market.</p> <p>Strategy B: Aggressively offer opportunities for growth through the established career ladder in order to aide in pay increases</p>	<p>Town Council Department Heads</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.

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> <li>• Centreville Main Street Program and Manager</li> <li>• Economic Development Manager</li> <li>• Local, regional, and state economic development resources</li> <li>• Providing technical and monetary support to businesses through the COVID-19 pandemic</li> <li>• Façade improvement programs for businesses located within the Main Street District.</li> </ul>	<ul style="list-style-type: none"> <li>• Lack of available space – this is a weakness for new interests however, is good for the Town that we have a very low vacancy rate</li> <li>• Lodging for visitors</li> <li>• Centreville Economic Development Authority</li> <li>• Marketing and branding campaign to attract and retain businesses, visitors, and residents</li> <li>• </li> </ul>

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>Outcome 1: Develop a digital media marketing plan</p> <p>Progress Measures: The Centreville Economic Development Authority began this charge in 2018 and it was never completed. Eight out of ten videos of local business owners were completed, a logo was established.</p>	<p>Strategy A: Complete the remaining videos and promote the success of our local businesses.</p> <p>Strategy B: Create visitor experiences by highlighting town events.</p>	Centreville Economic Development Authority Centreville Main Street Manager Centreville Economic Development Manager DHCD – Technical Assistance Grants

## Sustainable Communities Renewal Application - Section B

<p>Outcome 2: Re-establish the Centreville Economic Development Authority</p> <p>Progress Measures: Review previous members and members who have remained with the established ad-hoc committee and solicit new members.</p>	<p>Strategy A: Establish clear guidelines for duties of the Centreville Economic Development Authority.</p> <p>Strategy B: Establish CEDA as a working group and create a matrix of items to be completed as a group.</p> <p>Strategy C: Report quarterly to the Centreville Town Council on the accomplishments of CEDA.</p>	Town Council Town Manager Centreville Main Street Manager Centreville Economic Development Manager
<p>Outcome 3: Continue building the Façade Improvement Program</p> <p>Progress Measures: Increased participation by business owners.</p>	<p>Strategy A: Continue to promote the Façade Improvement Program to all businesses located within the Main Street District</p> <p>Strategy B: Begin providing assistance through Community Legacy Funds, for interior renovations.</p> <p>Strategy C: Help applicants through the Maryland Historical Trust process when apply for funds.</p>	Town Clerk Centreville Main Street Manager DHCD MHT

# 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>● 4646 linear feet of new sidewalk in three major subdivision and Main Street sidewalk widening project.</li> <li>● Excellent highway access to major markets</li> <li>● Sidewalk repairs throughout town</li> </ul>	<ul style="list-style-type: none"> <li>● Lack of funding prohibited the increase in public bikeways and trails</li> <li>● Lack of bus and rail access</li> <li>● Completion of a parking study</li> </ul>

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Continue construction on contracted sidewalk repairs and maintenance.</p> <p>Progress Measures: Increase in linear feet of curb, gutter, and sidewalk in place and paid for.</p>	<p>Strategy A: Monitor and inspect on-going construction work.</p>	<p>Director of Public Works Town Manager Project Manager</p>
<p>Outcome 2: Completion of a parking study</p> <p>Progress Measures: Approval of working document stating the outlook of Centreville's current parking; establish any additional parking needed; establish locations; establish what should/should not be metered.</p>	<p>Strategy A: Prepare an RFP for a consultant to complete a comprehensive assessment and report of Centreville's parking situation</p> <p>Strategy B: Present to the Town Council for approval.</p>	<p>Town Council Town Manager Director of Public Works Chief of Police</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>Even though just outside the SC area, 70 workforce apartment units were developed.</li> <li>Homeownership has increased 5.8% since 2017.</li> <li>10 blighted properties were demolished and have been or are in the process of being re-built.</li> <li>The residential vacancy rate is 9.2%, decreased from 11% at the 2017 SC application.</li> </ul>	<ul style="list-style-type: none"> <li>While the addition of 70 workforce housing units is a strength, the Town is still in need of additional affordable housing units.</li> <li>Program for improving the facades of residential structures</li> <li>Rental properties</li> <li>Vacant properties</li> </ul>

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Develop a plan for housing revitalization program</p> <p>Progress Measures: Approval and implementation of a housing revitalization program.</p>	<p>Strategy A: Approval of housing revitalization program by the Town Council</p> <p>Strategy B: Apply for funding through DHCD to help fund the housing revitalization program</p>	Town Clerk Town Manager DHCD Town Council Code Enforcement Officer
<p>Outcome 2: Develop a vacant property registration</p> <p>Progress Measures: Establish a vacant property registration program as a mechanism to protect residential and commercial neighborhoods from becoming blighted through lack of adequate maintenance for the security of distressed properties and structures</p>	<p>Strategy A: Create a policy for vacant property registrations for Town Council approval.</p> <p>Strategy B: Advertise and market required registrations to property owners.</p> <p>Strategy C: Sign up for the Maryland Foreclosure Registration System for access to the contact information for properties in foreclosure.</p>	Town Clerk Town Manager Code Enforcement Officer Town Council

## Sustainable Communities Renewal Application - Section B

<p>Outcome 3: Develop a plan for rental property licensing and registration.</p> <p>Progress Measures: Complete yearly inspections of rental properties or, at the very least, in between tenants.</p>	<p>Strategy A: Create a policy for rental property licensing and registration for Town Council approval.</p> <p>Strategy B: Advertise and market rental licensing and registration to property owners/landlords.</p>	<p>Town Clerk Town Manager Code Enforcement Officer Town Council</p>
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## 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>● Celebrate Arbor Day on last Friday of April</li> <li>● Member of Tree City USA</li> <li>● Centreville's historic, pedestrian friendly downtown and its Wharf Area are two key quality of life amenities it has to offer.</li> <li>● Within a designated Heritage Area and located on a National Scenic Highway Route.</li> <li>● Celebrate Kids to Parks Day organized and launched by the National Park Trust</li> <li>● YMCA</li> <li>● Bigbee Shore Performance</li> <li>● CD Outdoors</li> </ul>	<ul style="list-style-type: none"> <li>● Assisted living facility</li> <li>● Awareness and vendor participation of the Centreville Farmers' Market</li> </ul>

## Sustainable Communities Renewal Application - Section B

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Support age in place services</p> <p>Progress Measures: Increased services and activities for 65+ population</p>	<p>Strategy A: Market for assisted living facility at the Centreville Building Park.</p> <p>Strategy B: Support age in place services – recreational, assisted living, etc.</p>	<p>YMCA of Queen Anne's County Centreville Economic Development Manager Town Council Main Street Manager</p>
<p>Outcome 2: Increase the walking trail system for use by all ages.</p> <p>Progress Measures: Complete a continuous loop trail around the entire perimeter of Centreville.</p>	<p>Strategy A: Approval by Town Council to fund portions of the walking trail each year in the budget.</p> <p>Strategy B: Work with the Park Advisory Board to oversee the completion of work</p>	<p>Town Council Town Manager Project Manager Park Advisory Board</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>• Updating the Centreville's Comprehensive Plan</li> <li>• Worked with Queen Anne's County to implement changes to their Comprehensive Plan as it relates to the Town of Centreville.</li> </ul>	<ul style="list-style-type: none"> <li>• Update zoning code and design standards to be more consistent</li> <li>• Lack of zoning administrative staff</li> </ul>

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Update the Town's Comprehensive Plan  Progress Measures: Complete the update and adoption of the Town's Comprehensive Plan</p>	<p>Strategy A: Solicit public feedback and input Strategy B: Draft plan and exhibits for submission to agencies Strategy C: Present final plan and exhibits to Town Council for approval</p>	<p>Town Council Centreville Planning Commission Town Planner Town Attorney MDP</p>

## **SUSTAINABLE COMMUNITIES**

### **WORKGROUP ROSTER**

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Centreville Town Council

Centreville Town Manager

Centreville Planning & Zoning

Centreville Police Department

Centreville Public Works Department

Centreville Town Clerk

Middle Department Inspection Agency

Park Advisory Board

Centreville Tree Board

Washington College GIS Laboratory

Centreville Economic Development Authority/Adhoc Committee

Queen Anne's County Economic Development

Centreville Main Street Manager

Economic Development Manager

Department of Housing and Community Development

Maryland Department of Transportation

Maryland Department of Planning

Queen Anne's County Department of Public Works

Queen Anne's County Department of Planning & Zoning

Children's Council of QAC

YMCA of QAC

Several community volunteers