



SUSTAINABLE COMMUNITIES PROGRAM

APPLICATION FOR DESIGNATION RENEWAL

Eligible Applicants:

- *Local Governments with a Sustainable Communities Designation*
- *Local Government Consortiums with a Sustainable Communities Designation*

Sustainable Communities Application Rounds

January 27, 2017

April 7, 2017

July 2, 2017

October 6, 2017

Maryland Department of Housing and Community Development

Division of Neighborhood Revitalization

2 N Charles Street, Suite 450

Baltimore, MD 21201

410-209-5800

<http://dhcd.maryland.gov/>

LARRY HOGAN, *Governor*

KENNETH C. HOLT, *Secretary*

BOYD K. RUTHERFORD, *Lt. Governor*

OVERVIEW OF SUSTAINABLE COMMUNITIES

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

PURPOSE OF RENEWAL AND STREAMLINED APPLICATION

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

APPLICATION ASSISTANCE

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

Please contact Mary Kendall at DHCD if you would like to request or learn more about this assistance (see page iii for contact information).

SUSTAINABLE COMMUNITIES BENEFITS

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

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

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

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

Application Eligibility and Threshold Requirements

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

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

Threshold Requirements

All Sustainable Community applications must meet the following threshold requirements:

- 1) Sustainable Community Area boundaries must be entirely within a Priority Funding Area (PFA) and should be an area in need of renewal and reinvestment that would benefit from a targeted long-term strategy;
- 2) A local government resolution in support of the boundary designation and Plan should accompany the application or must be in process (all Sustainable Community Area designations will be contingent upon an executed local resolution);
- 3) 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;
- 4) The updated Plan must be consistent with other existing community or comprehensive plans;
- 5) A Sustainable Communities Workgroup is re-convened and a roster of members must be provided with the application.

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

Application Evaluation

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

Priority Funding Areas

All Sustainable Communities must be located entirely within a Priority Funding Area. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at:

<http://www.mdp.state.md.us/OurProducts/pfamap.shtml>

Application Training

The Department will be hosting various webinars for communities planning to submit a renewal application. Attendance at a minimum of one application training session is strongly encouraged for all applicants. Contact Mary Kendall (contact information below) to schedule an application training.

Application Submission

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

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

No incomplete applications will be accepted.

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

Site Visits, Follow-up Discussion, Technical Assistance

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.

In collaboration with the Maryland Department of Planning, the Department of Housing and Community Development is offering technical assistance to local governments with limited capacity to prepare their Sustainable Communities applications for renewal.

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.

All questions related to application content, please contact Mary Kendall at 410-209-5800 or by email at Mary.Kendall@maryland.gov.

SUSTAINABLE COMMUNITIES PLAN ELEMENTS

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

ENVIRONMENT: Environmental accomplishments and objectives may include improvement of quality of land, water, air or watersheds, increased tree canopy, mitigation or adaptation to issues related to sea level rise, reduction of carbon footprint, improved energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, construction of parks, trails and other recreation facilities, recycling, improved water and sewer capacity, etc.

ECONOMY: Economic accomplishments and objectives may include increased regional accessibility, business attraction/retention, improved health of the business district and decreased commercial vacancies, improved accessibility to employment opportunities and economic drivers, adopted local policies/regulations that encourage economic growth, enhanced marketing and tourism, improvements to cultural and historic assets, etc.

TRANSPORTATION: Transportation accomplishments and objectives may include increased access to transit corridors, improved pedestrian safety and increased accessibility/sidewalks, alternative modes of transportation, such as bikeways and trails, public transit, such as bus and rail, carpooling, improved parking and road conditions, etc.

HOUSING: Housing accomplishments and objectives may include an increase in affordable, workforce or market rate housing, either for homeownership or rental, improved housing conditions and values, increase in housing programs, reduction in foreclosures and residential vacancies, increase in property values and home sale values, etc.

QUALITY OF LIFE: Quality of life accomplishments and objectives may include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc.

LAND USE/LOCAL PLANNING: Land use accomplishments and objectives may include changes to zoning, improved land use policies, increase/decrease in taxes and fees, etc.

RENEWAL APPLICATION INSTRUCTIONS

The Sustainable Communities application for renewal has three sections:

A. Contact information, General Information, Organizational Capacity:

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

B. Qualitative and Quantitative Report on accomplishments over past five years:

The report is an opportunity to reflect on any accomplishments achieved in the Sustainable Community area. It is a tool used to evaluate if the SC applicant achieved its intended outcomes, implemented the strategies initially envisioned and identify what resources were used. Renewal applicants are encouraged to discuss how priorities, actions, and objectives were or were not achieved across the six elements listed on the previous page (iv), including how any of the elements may have interrelated during the five initial years of SC designation.

C. Sustainable Communities Action Plan Update:

The Sustainable Communities Action Plan has been revised so that it less time consuming and focused on developing a strategic implementation plan. Renewal applicants are asked to use their previous Sustainable Communities applications as a basis for their updated Action Plan. You may identify which weaknesses have not yet been addressed or which strategies have not yet been implemented. Include your revitalization priorities for the next five years, basing them on your community's current strengths and weaknesses.

CHECKLIST AND TABLE OF CONTENTS

APPLICANT: _____

NAME OF SUSTAINABLE COMMUNITY: _____

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

- Section A - Sustainable Community Renewal Applicant Information**
- Section B – Sustainable Community Renewal Report (Projects, Strategies and Partners)**
- Section C – Sustainable Community Renewal Action Plan Update (Matrix)**
- Section D – Sustainable Communities Workgroup Roster**
- Section E - Local Support Resolution: (sample form on page 30) In addition to the local support resolution, please include any letters of support that demonstrate partner commitments to the implementation and/or oversight of the Sustainable Community Action Plan.**
- Section F – Signed Sustainable Community Application Disclosure Authorization and Certification (sample form on page 31)**
- Section G – CD-ROM:** The CD-ROM should include the following contents:
 - **Map in pdf format of the proposed Sustainable Community modification area**
 - **GIS shapefile of the modified Sustainable Community boundaries and other GIS related data**, e.g., spreadsheet of detailed listing of parcels that form the project boundary. (If you have additional comments or questions about the GIS mapping requirements, please contact Brad Wolters, Senior GIS Specialist, Department of Housing and Community Development, Brad.Wolters@maryland.gov)
 - **Pictures (jpeg format) of your accomplished projects of the last five years (as indicated in Section B)**

I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community:

Havre de Grace _____

Name of Renewal Applicant:

The City of Havre de Grace _____

Applicant's Federal Identification Number: 52-60000796 _____

Applicant's Street Address: 711 Pennington Ave. _____

City: Havre de Grace County: Harford State: Maryland Zip Code: 21078 _____

Phone Number: 410-939-1800 Fax Number: Web Address: www.havredegracemd.com _____

Sustainable Community Renewal Application Local Contact:

Name: Erika L. Quesenbery Title: Acting Director, Economic Development _____

Address: 711 Pennington Ave. City: Havre de Grace State: MD Zip Code: 21078 _____

Phone Number: 410-939-1800 x. 1175 Fax Number: 410-939-3692

E-mail Address: erikaq@havredegracemd.com _____

Other Sustainable Community Contacts:

Name: William T. "Bill" Martin Title: Mayor of Havre de Grace _____

Address: 711 Pennington Ave. City: Havre de Grace State: MD Zip Code: 21078 _____

Phone Number: 410-939-1800 x. 1138 Fax Number: 410-939-3692

E-mail Address:- billt@havredegracemd.com _____

I. SUSTAINABLE COMMUNITY – General Information

A. Please inform us if you want to propose any changes to the existing Sustainable Community Area(s)

- (1) Provide a description of SC Area boundary modification. How did you determine that these are the most appropriate boundaries for its target area? Describe the methodology for choosing this target area.

The Havre de Grace Sustainable Community Area is the combination of the previous Community Legacy Area (established in 2011), PFA and Designated Neighborhood (established 1996).

The 2012-2017 Sustainable Community Plan identifies the major stakeholders in community revitalization in the City of Havre de Grace, delineates the designated areas as well as overlapping complimentary designations, defines the vision and goals for each revitalization area, offers a SWOT analysis of and recommendations for smart growth revitalization, and outlines a Strategic Plan for the City of Havre de Grace.

The plan was adopted through the unanimous passage of Havre de Grace Resolution 2012-03 on March 19, 2012 to encompass the entire incorporated limits of the City.

The 2017 renewal application evaluates the 2012 -2017 Sustainable Community Plan (SC) and provides an update on the action plan accomplishments made over the past five years.

The proposed boundary change to the 2012- 2017 SC plan is minimal. The property located at 1830 Pulaski Highway is in the process of being annexed into the city limits. The property is around 1.45 acres and is contiguous to parcels within the city limits. The 1830 Pulaski Highway change is part of the identified Route 40 Corridor revitalization area that is dominated by commercial uses including auto, grocery, service and convenience. There are also salvage yards and under-utilized parcels within the Havre de Grace portion of this corridor. The property is included in the map from 2012 -2017.

The seven sub areas that make up the SC are as follows and without change:

1. Main Street District: The Main District (downtown) remains the heart of the city. The downtown is a mixed-use area comprised of retail, residential and commercial businesses. The City of Havre de Grace has a designated Arts & Entertainment district within the Main Street designated boundaries.
2. Waterfront: The city strives to balance private development along the waterfront with public open space access to increase recreational activities and quality of life experiences.
3. Old Town: The old town area is a part of the historic district and boasts an eclectic mixture of houses, commercial buildings, senior centers and places of worship.

Sustainable Communities Renewal Application - Section A

4. Route 40 Corridor: The Route 40 Corridor runs East and West throughout the entire county. The corridor is in need of reinvestment, redevelopment and new development. The corridor is predominately commercial uses such as auto services, grocery, restaurants, convenience stores, hotels and scattered residential properties.
 5. Gateways Corridors: There are several defined entrances leading into the city to include (1) MD 155 to MD 763 to Juniata Street (2) MD 155 to Ohio Street to Otsego Street (3) US 40 to Otsego Street and (4) Revolution Street (MD 7) via US 40. The comprehensive plan and the sustainable community plan address the need for beautification of the entrance ways into the city.
 6. Revolution Street Residential Communities: Several residential communities are located along Revolution Street. The neighborhoods were built between 1940 and 1970 and consist of townhomes, one story duplexes and single family homes.
 7. Industrial Area: The industrial area home to large manufacturing and distribution facilities that employ over 1,000 people. The industrial park is 130 acres and contiguous to a large privately-owned farm and the US National Guards and Army Reserves. There are opportunities within the industrial area for redevelopment and expansion as well as road improvements.
- (2) If you are not requesting any changes to your boundary, explain why. The historic, industrial and commercial districts of Havre de Grace are all located within the PFA and the SC area.
- (3) Include the following in as an attachment (if requesting a modification to your current boundary):
- a. PDF or JPEG of modified Sustainable Communities boundary map,
 - b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),
- (4) Approximate number of acres of entire SC Area: 1040
- (5) Existing federal, state or local designations:
- Main Street Maple Street
- National Register Historic District Local Historic District Arts & Entertainment District
- State Enterprise Zone Special Taxing District BRAC State Designated TOD
- Other(s):
- (6) Describe the SC Area's current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years?

The census data for July 2016 shows a slight change in population and demographic trends. The Havre de Grace population was estimated at 13,527 as of July 1, 2016, up from 13,507 as of July 1, 2015 and 12,982 in 2010. The 2010 geographical data shows 2,355.8 inhabitants per square mile with the land area estimated at 5.50 square mile.

Sustainable Communities Renewal Application - Section A

The racial makeup of Havre de Grace is 75.5% white, 16.8% African American, 0.3% Native American, 2.4% Asian, 0.1% Pacific Islander, and 3.7% from two or more races, with 4.7% of the population identifying as Hispanic or Latino. Of the 5,258 households 21.9% have children under the age of 18 living with them.

The median age in the city is 41.9 years with 21.9% of residents under the age of 18; 7.6% between the ages of 18 and 24; 25.1% from 25 to 44; 31.4% from 45 to 64, and 13.9% being 65 years of age or older. The gender makeup of the city is 48.4% male and 51.6% female.

The median household income (2015) in Havre de Grace was \$67,813 with per capita income in past 12 months at \$38,28. An estimated 11.1% of the population are living below the poverty line.

An estimated 91.5% of the population of Havre de Grace are high school graduates and 37.7% have obtained a bachelor's degree or higher.

Household income, median age and educational attainment have risen slightly in the past five years due to the 2005 BRAC of Fort Monmouth, NJ, to Aberdeen Proving Ground nearby; and the Bulle Rock Golf Course community with a higher-end residential product that is attractive to a nearing retirement population and numerous defense contractors.

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 following members of the City of Havre de Grace Staff are involved in the SC Workgroup:

Economic Development: Erika Quesenbery, Acting Director of Economic Development

Planning: Dianne Klair, City Planner

Tourism: Lauri Orziewicz, Tourism & Visitor Center Manager

Department of Public Works: Tim Wittie, Director of Public Works

Department of Finance: George DeHority, Director of Finance (continuing)

Havre de Grace City Council: Mayor William T. Martin, Council President David Glenn, Council Member Stephen J. Gamatoria, Council Member Monica Worrell, Council Member David Martin, Council Member Michael R. Hitchings and Council Member Jason Robertson.

The other organizations that are represented by the work group are the Lower Susquehanna Heritage Greenway and the Havre de Grace Economic Development Advisory Board. Previously Havre de Grace Main Street, Inc., was represented in this function, however Main Street has become a function of the City of Havre de Grace under Erika Quesenbery (Acting Director of Economic Development).

Lower Susquehanna Heritage Greenway (LSHG): Executive Director Mary Ann Lisanti. The LSHG is a non-profit organization representing a certified heritage area whose mission is to stimulate local economic activity by developing a linkage between our natural, historic and cultural resources. LSHG's \$40 million business plan is designed to be a catalyst for capital investment; therefore they are building the public/private partnerships necessary for regional revitalization.

Sustainable Communities Renewal Application - Section A

Havre de Grace Economic Development Advisory Board (EDAB): Chris Stathes, Chairperson. HDG EDAB meets monthly to encourage, promote and support economic development in Havre de Grace with committees appointed to serve in capacity of grant review direct to businesses as part of the city's management Main Street priorities and regulations. Community volunteers and business leaders EDAB is also focused on promotion and retention of existing businesses and planning for future growth and recruitment.

Organizations and groups within Havre de Grace meet regularly and share information with HDG EDAB and in turn with City Staff including strategic plans and goals. Among these are the Havre de Grace Alliance, Inc., Havre de Grace Chamber of Commerce, Community Foundation of Havre de Grace, Havre de Grace Downtown Merchants' Association, A&E District and Public Art Committee.

These community members help establish, prioritize and refine the projects the city sought funding for over the past five years and will seek funding for in the next five years. Most importantly these business community members and volunteers represent each of the identified revitalization areas within the City's Comprehensive Plan which directly corresponds with the Sustainable Community Designated Area.

The Sustainable Community Plan was previously managed by Meghan Simmons, Manager of Economic Development for the City of Havre de Grace. Now a charter-recognized Director's position, the Acting Director of the Havre de Grace Office of Economic Development Erika Quesenbery is designated to manage the plan.

The Sustainable Communities Plan's function will continue to be targeting specific projects for funding and implementation. The work group will remain comprised of representation from key organizations whose missions and goals work collectively to target various areas of the city. Through meetings and strategic partnering each group will assist in the implementation of the plan. However, overall management of the plan will be conducted by the Office of Economic Development.

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

Consistency of partner participant has been the most significant challenge for implementation of the SC Plan. Having city staff and departments take the lead (i.e. Office of Economic Development and Administration Department) has allowed for greater continuity, however there have been challenges. During the five year span the Office of Economic Development moved from a "manager" position to a "Director's" position overseeing the tourism department and numerous other activities within the city. There has been a significant amount of turnover within the department as well over this course of time, including five (5) managers/directors or person's acting in that capacity. Consistency and built-in intrinsic knowledge of the SC was successfully achieved by recruiting an acting director who previously served as Manager of the Havre de Grace Main Street Inc., and worked collaboratively with two former Economic Development Directors and was a participant in the crafting of and workgroup functions of the original SC process five years ago.

Further, the once active Havre de Grace Main Street, Inc., organization disbanded and the City of Havre de Grace was tasked with maintaining the Main Street designation by assigning operations to a staff member, in this instance the Acting Director of Economic Development Erika Quesenbery, who once managed the non-profit organization. Successful in restructuring the program and obtaining national certification for operations,

Sustainable Communities Renewal Application - Section A

after a one-year lapse, City operations of the Main Street program has resulted in restoration of grant funding programs to small businesses within the district and proper accounting practices with the Department of Housing and Community Development. There are multiple organizations and interest groups working for the betterment of the City of Havre de Grace. The challenge is educating and keeping the groups focused on existing planning documents and studies conducted for the purpose of being a guide for future projects and development.

The strengths that come to the forefront is the strong sense of volunteerism within the community. For example, when Main Street disbanded as an organization the Havre de Grace Alliance, Inc., quickly formed and established a 501c3 presence to work in the interests of business and economic development. The Alliance represents businesses located within and outside the Main Street district.

What this has meant in quantifiable capacities, is groups such as the Green Team, have focused on community gardens and now have two expanded the Farmers' Market, training programs and added a food forest to the Havre de Grace landscape. Other components are more focused on sustainable recycling have worked with the city toward solar energy, electric vehicles and recycling initiatives, which has resulted in the city going off-grid for solar powered energy for city properties, purchase of electric vehicles for city operations, community clean-up projects and installation of recycling facilities strategically.

Those more interested in arts and culture have acquired a donated structure and property for historic interpretation and adaptive reuse, expanded historic house tours and lecture series components, improved the Lafayette Trail and recruited more "boots on the ground" volunteers. They have also created a vastly more active arts and entertainment group that championed the Opera House restoration project resulting in massive fundraisers from within the community, successful acquisition of grant funding and leaner operations; as well as doubling the space, capacities and sales of the non-profit art gallery and expanding public art opportunities.

- (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?

The SC plan loosely based on the city Comprehensive Plan with a more detailed focus on projects related to Community Legacy and other state grant funded programs.

- (4) Would you like any technical assistance from State agencies to help expand the capacity of your SC Workgroup or implement your SC plan?

The Office of Economic Development will not turn away any opportunities for technical assistance from the state. In the future, the city may request assistance with implementing the SC plan.

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 three major accomplishments from the last five years, including how you achieved them. When writing your narrative, consider the questions below and refer to the six elements discussed in the General Information section of this document (page iv) – Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning.

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

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

Example – Accomplishment 1

Outcome: Improved stormwater management

Projects:

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

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

Partners:

Chesapeake Bay Trust – provided technical assistance

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

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

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

Accomplishment 1: Opera House Renovation/Restoration

Outcome: Renovation of 1871 Opera House building for use as a theater, music and arts venue.

Projects: Restoration of Opera House building and atrium addition between Opera House and adjacent historic fire house which includes: an elevator tower (for ADA accessibility; elevator is designed for both humans and cargo); life-safety improvements for fire suppression, emergency egress and code requirements; renovated first floor for lobby, black box, dressing rooms, ticket office and updated restroom facilities; and restored second-floor theater, complete with state-of-the-art lighting and sound systems, while retaining historic character of intimate 200-seat audience theater space.

Partners: State of Maryland, Harford County Government, DHCD through multiple Community Legacy Grants, MHAA, City of Havre de Grace and its citizens (through a referendum vote for borrowing/ funding), local and regional private donors.

Impact: Just opening June/July 2017; construction anticipated to be complete by end of May/early June, with punch out details wrapping up. Impacts for the downtown Arts & Entertainment as well as Main Street District expected to be very positive, but no measurable details as of yet due to the fact that it is still under construction. As a restoration project, this is a huge undertaking by the City; \$4 million project, building is in the heart of the HdG National Register Historic District and part of aforementioned A&E and Main Street Districts. Quality of life project; for residents and for visitors. Building adjoins the Visitor Center and within walking distance of multiple restaurants and downtown shopping district, immediately across from beautiful new library. This is what Sustainable Communities is all about; walkable, reuse of historic buildings as community assets, supporting existing, established towns and/or communities.

Accomplishment 2: Old Bay Lane Repaving

Outcome: Major improvements to primary gateway into Havre de Grace.

Projects: Sidewalks connections, street lighting, gateway improvements, mural on bridge as welcome artwork, banners, landscaping, signature sidewalk/brick ribbon, beautiful gateway, culvert railing replacement. Soon, SHA Tourism Area and Corridor (TAC) signage – primary gateway to HdG from I-95, MD 155; to be installed this spring (wrap up in FY2017). In addition, pedestrian crossing “nodes” at Juniata and Erie Streets as well as Ontario and Erie Streets were accomplished as part of a separate local road Improvement project.

Partners: SHA, City of Havre de Grace, DHCD through Community Legacy and CDBG funding.

Impact: Sets the stage for entering the historic district, waterfront areas, trail heads, cultural resources. Convergence of many trails – National, State and local importance. Accomplished in advance of War of 1812 Commemorative activities in spring of 2013. Major community improvement for decorative and ADA-compliant access along State Road to a very-active, historic neighborhood church and for older residential communities adjacent to MD 763/Superior Street. Critical Area due to waterways/environmental improvements/planting for mitigation along stream banks and waterways complicated area due to convergence of streams and transportation networks). Quality of life for residents and gateway enhancement/beautification for visitors.

Accomplishment 3: North Park Trail Concept Plan & Improvement/Citizens Care Center

Outcome: Park enhancements for community health and water-quality benefits.

Projects: Major site improvements to make it a public park, to include pathways, exercise equipment for adults, and landscaping.

Project 2: Installation of equipment (six stations) and ADA-compliant pads for adults, seniors and patients/clients within Citizen’s Care Center. ADA accessible adjacent to senior living facilities, a nursing home/convalescent center/and residential communities in our old town area/waterfront.

Project 3: Bio-retention facility for adjacent parking lot for Citizen’s Care Center and as required for improved park pathways.

Partners: City of Havre de Grace and Chesapeake Bay Critical Area Commission in the form of approving use of funds for on-site improvements/mitigation.

Impact: Unique, one-of-a-kind park area with adult equipment; park design and work accomplished by City personnel (DPW); Bio-retention engineered, large rain garden; renamed Veterans Park at its dedication on Veterans Day, November 11, 2015. Healthy Harford (local magazine) featured the new park in its magazine. Prior to improvements the space was an under – utilized grassy area. The park is in walking distance to old town residential communities. The park includes on-site shade shelter with benches and open area for yoga or other mat exercises. Many benches on location for quiet enjoyment and contemplation corner dedicated to Brigadier General Victor Kilkowski, WWII veteran who was the impetus behind its expedited completion. Desire to hold instruction for equipment use/training for senior population or patients/clients in Citizen’s Care Center and Rehabilitation facility. Impact – momentum gaining for use of the park; excellent location and accessibility.

Accomplishment 4:

Outcome: Additional small improvement projects located in the SC area.

Projects: Capital: Old Bay Lane Repaving

Non-Capital: Public Arts Plan (Updated plan and new Executive Director to run the Opera House)
North Park Trail Concept (MHAA)
Lewis Lane/US 40 Safe Crossing improvement (SHA)

Partners: Local non-profit, MHAA and SHA.

Impact: Improved safety and quality of life.

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: Gateway Improvements for Chapel Road.

Narrative: Identified all the possibilities in the original application and Sustainable Communities Plan. Chapel Road is a disparate mix of older rural sections (homeowners own to the center-line), Harford County-owned sections and variable geometry, variable travel lane and pavement width. Needs a cohesive plan for improvements, much of which needs to be engineered (run-off, retrofits for SWM), open section vs. closed section, intermittent sidewalks, opportunities for bike-lanes or designated bike ways; steep hills, narrow stream crossings, etc. Organic – and sometimes, ungraceful – growth of the City into rural areas. Chapel Road is more than a gateway; it is a major collector for the residential communities along it and to the newer communities as they develop.

Outcome: Gateway Improvements for Pennington Avenue, Revolution and Juniata Streets.

Narrative: Segments have been accomplished, for instance along Juniata Street (for pedestrian crosswalks and resurfacing). However, the initial SC plan was very ambitious and identified all priorities as opposed to what could be reasonably accomplished with a five-year time-frame. Though these gateway projects may be easier to accomplish than Chapel Road, having the resources for doing many revitalization projects at one time is not possible. These projects require coordination with private property owners or, as is the case with Revolution Street, the State Highway Administration for implementation. We have not had the ability to pursue these projects yet.

Outcome: Streetscape Improvements on Water Street, St. John Street (200 block) and Market Street (100 and 200 block)

Narrative: Streetscape improvements on Water Street are not practical at this time due to the potential impacts of construction for the Susquehanna River Rail Bridge project (replacement and expansion) in the immediate vicinity. The City secured ownership of some land along Water Street within the past year to improve for public waterfront access and parkland, however making improvements to the land and roadway will need to be delayed until the bridge replacement project is completed due to potential road impacts, trail/signature sidewalk realignments, etc. Construction timeline and staging is a big unknown at this time as this project is not funded currently. Other streetscape improvements have not been pursued as aggressively as they have in the past due to the other priorities, such as the Opera House Renovation Project (which has taken the bulk of staff and funding efforts over the past four years).

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART II: QUANTITATIVE ASSESSMENT

Purpose:

The purpose of the quantitative 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). In your answer, be sure to only share the quantifiable changes that have occurred since your Sustainable Communities designation was approved. 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.

If there is an issue with which you would like assistance in addressing, please check “**interested in technical assistance**”. State agencies would like to provide assistance to communities in helping them achieve their goals identified in their Sustainable Community Action Plans.

Sustainable Communities Renewal Application - Section B

ENVIRONMENT	YES	If YES, specify in quantifiable units and compare values from the last five years	NO	If NO, why not? What kept you from achieving your plan's desired outcomes?	N/A	Interested in technical assistance
<p>1. Has there been an improvement in water quality? If so, explain (1-2 sentences): Improved water quality for ENR WWTP came online in Dec 2010. SWM water quality improved working towards TMDL with engineering for water quality features. Implemented state's 2010 SWM regulations for onsite water quality improvements through re-development /new development process.</p>	X	Measurable and quantifiable results still being analyzed and TBD. Long term process with improvements in place.			X	
<p>2. Has the amount of impervious surface in your Community been reduced? (Amount in SF) If so, explain (1-2 sentences):</p>			X	Challenge to quantify if impervious surface has been reduced. Projects are site by site specific. Small structures have been removed some replaced. All new structures adhere to the latest stormwater management regulations.		
<p>3. Have there been improvements and/ or additions to your park and/ or recreational green space? If so, explain (1-2 sentences): Extensive improvements for a small town. Recently purchased open space along the water-front from the county government. Property proposed to be used as part of the Lower Susquehanna Greenway Trail. Improvement to Tydings Park, Veterans Park, David Craig Park.</p>	X	The city has purchased open space for the purpose of public recreational space. The city received funding from MHAA for park improvements near lighthouse. Open space remains a priority.				
<p>4. Did the Sustainable Community implement any recycling or waste reduction programs? If so, explain (1-2 sentences): The city participates in the county's extensive curbside recycling program. The city offers bulk hauling, though not a waste reduction feature, it reduces bulk residential waste quickly and reduces yard/outdoor storage of cast – off items.</p>	X	The city recently released a brochure and video on website promoting recycling in the city.				

Sustainable Communities Renewal Application - Section B

<p>5. Do all residents have access to healthy food options (i.e. fresh food grocery stores, farmers markets etc.) within the Sustainable Community? If so, explain (1-2 sentences): From Spring to Fall the city promotes a farmer’s market. Selling vegetables and other fresh produce. Green team neighborhood gardens throughout the community. Land provided to the Green Team donated by the city. DPW provides water and mulch. Healthy Harford Partners with local schools to teach healthy food choice. Hdg elementary school was the pilot program.</p>	X	<p>Exposing residents to Healthy food options is a program well under way in the city.</p>				
<p>OTHER:</p>						

<p style="text-align: center;">ECONOMY</p>	<p style="text-align: center;">YES</p>	<p style="text-align: center;">If YES, specify in quantifiable units and compare values from the last five years</p>	<p style="text-align: center;">NO</p>	<p style="text-align: center;">If NO, why not? What kept you from achieving your plan’s desired outcomes?</p>	<p style="text-align: center;">N/A</p>	<p style="text-align: center;">Interested in technical assistance</p>
<p>1. Has there been an increase in the number of new businesses in your Main Street/ Commercial District? If so, explain (1-2 sentences): In 2015 & 2016, a total of 58 businesses opened in the city. Like many small towns and particularly in the retail districts, businesses come and go on a rotational basis.</p>	x	<p>Of the 58 businesses that opened in 2015/2016, 44 remain open today. The city is working on a business retention plan.</p>				
<p>2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development? If so, explain (1-2 sentences): Parts of the SC area is in the Enterprise Zone area, PFA, Main Street District, Arts & Entertainment District, Critical area, overlay district and Historical district</p>			x	<p>There are no further designations needed in the SC area.</p>		

Sustainable Communities Renewal Application - Section B

<p>3. Has there been an increase in foot traffic in the Main Street/commercial district? If so, explain (1-2 sentences) – what contributed to the increase:</p> <p>The foot traffic in the Main Street commercial is at its highest peak during First Friday’s, Farmer’s Market, outdoor concerts and other events.</p>	x	<p>The daily foot traffic is light on most days but picks up in the evening during the dinner hours for the restaurants.</p>				
<p>4. Have the number of commercial vacancies decreased? If so, explain (1-2 sentences):</p> <p>Slight decrease in commercial vacancies with the new smaller business opening up. Three consistent vacancies have remained are the old paint store on Washington St, the old State Theatre on St. Johns and the building that housed the old newspaper “The Record”.</p>	x	<p>Slight decrease in vacancy numbers in the downtown due to small businesses opening up. Larger vacancies remain due to the cost of rehab and interest.</p>				
<p>5. Has there been an increase in local jobs within the Sustainable Community for its residents? If so, explain (1-2 sentences):</p> <p>The city has experienced an uptick in employment numbers in the industrial area which is located in the SC area. Two expansions in the industrial park included job creation. The businesses in the downtown are small retail, commercial and restaurants with a small number of employees.</p>	x	<p>The businesses in the downtown Main Street district are often seasonal and pick up during the summer months.</p>				
<p>OTHER:</p>						

Sustainable Communities Renewal Application - Section B

TRANSPORTATION	YES	If YES, specify in quantifiable units and compare values from the last five years	NO	If NO, why not? What kept you from achieving your plan's desired outcomes?	N/A	Interested in technical assistance
<p>1. Has the amount of bike trails/paths increased? How many linear feet do the trails cover? If so, explain (1-2 sentences): The city has extensive trail system and will be extending the LSHG connection from Clark Road to Swan Harford Farm. Existing and planned pathways are numerous goal is to fully integrate old town and newer communities by way of safe pedestrian crossing at Lewis Lane at US 40.</p>	X	The exact linear footage isn't known at this time. However there have been expansions and future expansions are planned for bike and walking trails.				
<p>2. Have there been improvements to the public transit infrastructure? If so, explain (1-2 sentences): No major improvements to the public transportation system. Major rail improvements coming to the region, NEC Future and Suquehanna River Rail Bridge Project, under design and preliminary engineering, NEPA review. Support is strong for regional rail opportunities. Existing MTA bus service and the county link bus systems operate in Havre de Grace.</p>			X	Havre de Grace is located between two rail stations (Perryville & Aberdeen) giving access to Amtrak and Marc service. The city plans to continue to be supportive of the future rail project impacting Havre de Grace.		
<p>3. Has there been an increase in sidewalks? (Amount in linear feet) If so, explain (1-2 sentences): There has been an increase in sidewalks and ramps recently constructed and repaired.</p>	X	Ontario Street 300 linear feet, Erie Street 300 linear feet.				

Sustainable Communities Renewal Application - Section B

<p>4. Have there been any roadway improvements that support “Complete” or “Green” streets? If so, explain (1-2 sentences): Not at this time.</p>			x	Constrained by existing road configuration. DPW continues to look for re-development projects and parking lot improvements.		
<p>5. Has traffic congestion along major roads decreased? (Amount in percent) If so, explain (1-2 sentences): Not at this time.</p>			X	The DPW is coordinating with the SHA to alleviate traffic congestion at Ohio Street / Rt40 intersection and Ohio/Ontario Street intersection. These two intersections are highly congested due to new housing developments.		
<p>OTHER:</p>						
<p>HOUSING</p>	<p>YES</p>	<p>If YES, specify in quantifiable units and compare values from the last five years</p>	<p>NO</p>	<p>If NO, why not? What kept you from achieving your plan’s desired outcomes?</p>	<p>N/A</p>	<p>Interested in technical assistance</p>
<p>1. Have any residential facades been improved? If so, explain (1-2 sentences): Reinvestment in older downtown residential structures has been steady. Permits are not required for most cosmetic renovations. Relying on walking and windshield tours of the area.</p>	<p>X</p>	<p>At last count, 11 residential facades in old town have been improved.</p>				
<p>2. Has the home ownership rate increased? If so, explain (1-2 sentences): City-wide homeownership has increased.</p>	<p>X</p>	<p>As of 2015 census estimates, Havre de Grace ownership rates are up 3.9% from 2010.</p>				

Sustainable Communities Renewal Application - Section B

<p>3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable? If so, explain (1-2 sentences): Between 2011-2015, there have been eight new single family detached (SFD) dwellings in SC area, five replacement SFD's and one forty-unit senior housing project, St. John's Commons was completed in 2011.</p>	X	Doctor office conversions, apartment/historic house reconversions from multi-family back to single family dwellings. The movement has been slow since 2012 and after the housing collapse of 2006-2008.				
<p>4. Has there been demolition of blighted properties? If so, explain (1-2 sentences): The city is proactive in cleaning up or demolishing blighted properties.</p>	X	Ten blighted buildings were removed between 1/1/11 and 12/31/15.				
<p>5. Has the residential vacancy rate decreased? If so, explain (1-2 sentences): Yes, due to the reuse and reversion of multi-family homes back to single family homes, homeownership has increased. Additionally, the build out of Bulle Rock has remained steady.</p>	X	According to the 2010 census the vacancy rate was 10.5%. In 2015 the estimated vacancy rate decreased to 9.7%.				
OTHER:						
QUALITY OF LIFE	YES	If YES, specify in quantifiable units and compare values from the last five years	NO	If NO, why not? What kept you from achieving your plan's desired outcomes?	N/A	Interested in technical assistance
<p>1. Has there been a decrease in crime rate? If so, explain (1-2 sentences): The city has experienced a steady decrease in crime rate over the last five years.</p>	X	2012 -7%, 2013 -3% 2014 -14.7%, 2015 -7% 2016 -3%, 2017 reduction of UCR crimes by 18% Murder – none Rape reduced by 100% Robbery reduced by 67% Assaults increased 10% Burglaries reduced 54%				

Sustainable Communities Renewal Application - Section B

		Thefts reduced 25% Motor vehicle thefts – 0%				
<p>2. Have there been improvements and/ or additions to your public spaces (i.e. museums, community centers, public plazas)?</p> <p>If so, explain (1-2 sentences): Opera House project is near completion and will open in August 2017. New Havre de Grace Library development and expansion. New Library opened in 2016. Park upgrades ongoing, and waterfront property acquisitions for open space. Property purchased near lighthouse now being used for open space and property purchased on water street.</p>	X	Explained in answer.				
<p>3. Has there been an increase in public art/ arts & entertainment programs/venues (i.e. murals, movie theatre, music events)?</p> <p>If so, explain (1-2 sentences): The Opera House renovation is the largest project that city has undertaken for the A&E. The Arts Collective group will operate the Opera House as a non-profit. Multi-colored, dynamic up-lighting installed in downtown Havre de Grace for beauty and full immersion aesthetic appeal.</p>	x	Havre de Grace Public Art Plan was produced in January 2014 by the Cochran Group, commissioned by Havre de Grace Main Stree, Inc which has also evolved.				
<p>4. How many historic properties were renovated/improved?</p> <p>If so, explain (1-2 sentences): Approximately 15 older/historic properties have been renovated or improved.</p>	x	This number is an estimate. Not all renovations require a permit from the permitting office.				
<p>5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/ outdoor courses or groups)?</p> <p>If so, explain (1-2 sentences): The Middle School and High School are located in the SC area and offer athletic and recreational opportunities to all residents such as lighted</p>	x	In addition, there are numerous parks, local and regional trails, the promenade, and playgrounds. The Havre de Grace Activity Center has an office on aging as well as the Boys and Girls				

Sustainable Communities Renewal Application - Section B

basketball courts.		Club and a gym with exercise equipment.				
OTHER:						
LAND USE/LOCAL PLANNING	YES	If YES, specify in quantifiable units and compare values from the last five years	NO	If NO, why not? What kept you from achieving your plan's desired outcomes?	N/A	Interested in technical assistance
<p>1. Have there been any infill developments? If so, explain (1-2 sentences): Infill projects are occurring but slowed down with the economy. St. Johns Commons (forty-unit senior housing) was completed in 2011. The Village of Chesapeake Harbour (redevelopment of Tranquility) and Ivy Hills which started in 2008 are both stalled projects due to change of ownership and funding. There is no desire to have wholesale redevelopment of historic areas. Small single lot infill projects are appropriate in design in-scale with existing structures.</p>	X	Old town Havre de Grace doesn't lend itself to large-scale development infill projects due to the configuration of early town lots and existing homes and businesses. However, there are opportunities for commercial or mixed-use waterfront redevelopment.				
<p>2. Has there been an increase in the amount of preserved/protected land? If so, explain (1-2 sentences): Recent purchases along the waterfront have been preserved for public use.</p>	x	Voters supported the purchase of the property North of Concord Point Lighthouse (Gamatoria property) and Water Street properties for public open space. The city was gifted a pre-Civil War home sit with ancillary house and grounds.				

Sustainable Communities Renewal Application - Section B

<p>3. Have there been any developments hindered by growth constraints? If so, explain (1-2 sentences):</p>			x	<p>The city encourages growth and have plenty of capacity for accommodating growth due to the need for capital cost recovery for ENR WWTP Improvements. Schools are under capacity. New growth is welcomed.</p>		
<p>4. Have there been any zoning or any policy changes that have fostered growth in your Sustainable Community? If so, explain (1-2 sentences): Reduction of water / sewer fees for new construction (capital cost recovery). Not requiring all money up front to incentive new construction/growth. Also, waived water and sewer disconnection fees if residential structure is replaced.</p>	X	<p>Impact is still be evaluated. Business owners and residents requested the changes to improve and increase growth in the city.</p>				
<p>5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)? If so, explain (1-2 sentences): Implementing street lighting improvements over the last 15 years to include downtown, park-n-ride and gateway (MD763) and within the parks. Significant WTP capital improvements (roof, SCADA). Replacement for aging pipe infrastructure. In addition, BGE is replacing all natural gas line throughout the historic sections of Havre de Grace wit new, high pressure lines for efficiency.</p>	X	<p>With the exception of the street lighting improvements which has been a major asset in the city, the remaining projects are new or planned for the near future. The true impact cannot be measured to date.</p>				
<p>OTHER:</p>						
<p>COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.</p>	<p>Source (federal, state, foundation, etc.)</p>	<p>Amount Received</p>	<p>If no funding was received, what technical or other assistance from the state would help with future applications?</p>	<p>Other Notes</p>		

Sustainable Communities Renewal Application - Section B

Funding Program: Opera House	MHAA/CL/CDB	\$250,000		
Funding Program: Façade Improvement Main Street	DHCD - CL	\$50,000		
Funding Program: Tenant Fit Out Main Street	DHCD - CL	\$35,000		
Funding Program: Maryland Heritage Area Authority & LSHG	Water Street Planning	\$100,000		
Funding Program: Opera House Phase III	DHCD - '16 CL	\$100,000		
Funding Program: WWI Memorial Tydings Park	Great War Centennial	\$2,000		
Funding Program: MD Historic Preservation Grant	(\$900,000 in FY17 MD Budget)	\$50,000		

*Please add more rows if necessary

III. SUSTAINABLE COMMUNITY ACTION PLAN UPDATE

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

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

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

Action Plan Guidance

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

- 1) **For each of the different sections, pinpoint essential strengths and weaknesses of your community.**
Example Transportation: Strength - Good sidewalk connectivity. Weakness - Insufficient amount of downtown parking.
- 2) **Based on those strengths and weaknesses, formulate specific outcomes that address the most pressing issues or greatest potentials. Include a means of measuring the success of said outcome.**
Example Economy: Outcome – Expand broadband fiber optics in Town. Progress Measure - Linear measurement of fiber laid and number of residential and business connections.
- 3) **After defining the outcomes, list detailed strategies (break down to several action steps if needed) that will serve as the means to achieve those goals.** Example Economy: Strategy - Increase number of Town sponsored events → Develop with community input, a series of weekend events that the Town could host.
- 4) **List potential partners that can support the successful implementation of these strategies through different types of resources.** Example Economy: DHCD (Community Legacy program), Small Business Administration (Services and financial assistance) etc.

Sustainable Community Action Plan

Havre de Grace

Submitted by City of Havre de Grace

Date:

Environment

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

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> • Illicit discharge detection and elimination program. • Stormwater program to address water quality/stormwater management. • Access to healthy food. Farmer’s Market. • Continuing education and access to recycling program. • Waste water plant upgrade to highest treatment Enhanced Nutrient Removal (ENR). • Water plant upgrades currently being engineered. • Being designated Tree City USA. 	<ul style="list-style-type: none"> • Weakness water and sewer distribution infrastructure. • Rising sea levels as many parks and buildings are located in the designated critical area.

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>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>What outcomes are you trying to achieve? Where/ in what area do you want those changes to happen?</p> <p>Progress Measure: Identify how you will know that you have achieved your outcome.</p>	<p>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.</p> <p>Specify how you are planning to achieve the desired outcomes.</p>	<p>Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.</p>
<p>Outcome 1: Continue moving forward with inspection for illicit discharge</p> <p>Progress Measures: #outfalls inspected per year.</p>	<p>Strategy A: Public outreach and education. Strategy B: Development and use of GIS system. Strategy C: Develop list of city outfalls and organize inspection system.</p>	<p>Citizens, State of Maryland (DNR, MDP)</p>

<p>Outcome 2: Continue to develop stormwater program to treat impervious areas in historical area of city.</p> <p>Progress Measures: # of acres treated per year</p> <p>Outcome 3: Restore aging water and sewer distribution infrastructure equal to linear feet of infrastructure being replaced.</p> <p>Progress Measures: # of linear feet of water and Sewer infrastructure replaced.</p>	<p>Strategy A: Assure proper annual funding Strategy B: Pursue both state and federal grant funding opportunities. Strategy C: Develop best management practice concept plan for the city as well as an inventory of untreated impervious area within the city and a strategy to address the treatment of these impervious areas.</p> <p>Strategy A: Grants Strategy B: Annual Fund Strategy C: Rate Hike</p>	
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Economy

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

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> • Location • Waterfront • Water & Sewer capacity available for residential and commercial growth • Tourism Office, Arts & Entertainment District, Local Chamber of Commerce, Historical District • Open space, parks, walking trails, recreation facility 	<ul style="list-style-type: none"> • Turnover rate for small businesses in the downtown district • Need strong regulations and standards in the Historical district/old town

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Create and implement a stronger business retention plan.</p> <p>Progress Measures: Lower rate of turnover in the downtown district.</p>	<p>Strategy A: Review SWOT analysis, strengthen existing retention plan. Strategy B: Update guidelines and promote RAD loan to small businesses. Strategy C: Continue commercial façade program and tenant fit-out program to accommodate existing businesses as well as potentially attract new ones.</p>	<p>Office of Economic Development, Havre de Grace Main Street (Operated through the Office of Economic Development), Havre de Grace Chamber of Commerce, the State of Maryland (DHCD)</p>
<p>Outcome 2: Create strong regulations/standards in the Historical District/old town area.</p> <p>Progress Measures: Standards included in the Comprehensive Plan.</p>	<p>Strategy A: Community meetings with stakeholders for plan updates. Strategy B: Use the Comprehensive and SC plans as guides for the update to Historical area plan. Strategy C: Host a preservation workshop to education property owners on regulations and standards.</p>	<p>P&Z, Office of Economic Development, Historical Commission, Planning Commission, City Council, Preservation Maryland, Maryland Historical Trust</p>

Transportation

(Transportation strengths and weaknesses can include access to transit corridors, pedestrian safety and accessibility/sidewalks, alternative modes of transportation, such as bikeways and trails, public transit, such as bus and rail, carpooling, proximity to transportation centers, parking, road conditions)

Strengths	Weaknesses
<ul style="list-style-type: none"> • City has an excellent road network system • City has excellent network of sidewalks. The city is a walkable, pedestrian friendly community. • City has great multi-modal transportation access (Bus service, close proximity to the MARC and AMTRAK) 	<ul style="list-style-type: none"> • Most roads are at a rating of D or F.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Resurfacing within city limits. Progress Measures: Miles of road paved.	Strategy A: Obtain increase in Highway user funds from state of Maryland Strategy B: Look at new technologies to assist in lowering costs.	State of Maryland (MDOT)
Outcome 2: Sidewalk repair or replacement. Progress Measures: Linear feet of sidewalk replaced.	Strategy A: Obtain increase in Highway user fund from state of Maryland. Strategy B: Community Block Grants	State of Maryland (MDOT) and DHCD

Housing

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

Strengths	Weaknesses
<ul style="list-style-type: none"> • Diverse housing mixture, historic, new and commercial uses reside next to each other. • Space and capacity for future residential growth. • Largest historic district in the county. Historical residential and commercial structures contribute to character of city. • Fortunate to have mixture of price ranges and housing options. 	<ul style="list-style-type: none"> • The lack of better quality rental housing. Some residential rental areas are need of rehabilitation/reinvestment. • The number of renter occupied housing as it makes up for about 60 percent of the housing market.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Increase homeownership and the build out of several planned communities.</p> <p>Progress Measures: Quantifiable through permits and tangible product.</p>	<p>Strategy A: Decreased water and sewer rates for new projects, along with continuous promotion from the city. The water and sewer hook-up fees are higher than neighboring areas. The high cost of hook-up fees for new development can be disadvantageous and lead developers to build in other parts of the county. The hook-up fees are paid up front by the developer and the cost is passed down to the homebuyer. The additional cost is an impediment to homeownership.</p> <p>Strategy B: Streamlined permitting process.</p>	<p>P&Z, DPW</p>
<p>Outcome 2: Promote homeownership workshops.</p> <p>Progress Measures: Outreach numbers or how many people attend</p>	<p>Strategy A: Work with local nonprofits to increase attendance on homeownership workshops. This will help citizens learn about the steps to take to become homeowners.</p>	<p>Local nonprofits (i.e. Home Partnership, Inc., etc.),</p>

Quality of Life

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

Strengths	Weaknesses
<ul style="list-style-type: none"> • Geographical location (The City is approximately 70 miles North of Washington, D.C., 40 miles North of Baltimore, 56 miles south of Philadelphia, situated on the i-95 and Route 40 corridor). • Waterfront community • Historical area/old town • Tourism, recreation • Walkable, pedestrian neighborhoods and downtown • Abundance of open space and parks • Local police force, safety. • Arts & Entertainment district, Renovated Opera House 	<ul style="list-style-type: none"> • Need to strengthen the zoning code in the Historical/old town part of the city. • Business Attraction to the downtown and US 40.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Improve access to businesses.</p> <p>Progress Measures: Number of people walking to businesses, mode in which people are using to get to businesses</p>	<p>Strategy A: Continue the aesthetic improvement around town, sidewalks, and benches.</p> <p>Strategy B: Work with the state for improvements to Route 40 (i.e. traffic calming, etc.)</p>	<p>P&Z, Economic Development, DPW</p>
<p>Outcome 2: Strengthen zoning code for historical/Old Town area.</p> <p>Progress Measures: subjective in measurement.</p>	<p>Strategy A: Work with citizens and planning commission to strengthen zoning regulations and guidelines for building in historic areas.</p>	<p>Citizens, Planning commission</p>

Local Planning and Land Use

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

Strengths	Weaknesses
<ul style="list-style-type: none"> • Land Use focus in on proactive Smart Growth principles • Flexible zoning code, tailored to mixed use traditional community • Zoning supports reuse of existing commercial and residential buildings and future development in the growth areas. • Town Center, close proximity to US40 and I-95. Redevelopment opportunities on US40. • Livable, walkable, suburban community. Waterfront is major draw to area. Tourism and recreation add to the quality of life in the city. 	<ul style="list-style-type: none"> • Lack of protection measures and/or design guidelines in old town. Large Historical area but no local zoning regulation specifically for preservation. • Comprehensive Plan needs to be updated, particularly for the newer areas including annexations. • Tweaking of the existing zoning regulations for clearer interpretation of the code.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Historic Structures Protection Progress Measures: Revised Historic Preservation ordinance for control of Demolition of contributing historic structures.</p>	<p>Strategy A: Community meeting, revise historic preservation ordinance.</p>	<p>P&Z, Historic Preservation Commission, Council Committee members.</p>
<p>Outcome 2: Guidelines for new development/infill in the Sustainable Community area to keep with the areas character. Progress Measures: Development of the guidelines</p>	<p>Strategy A: Community charrette for identifying community characteristics of importance.</p>	<p>P&Z, Planning Commission, Historic Preservation Commission, Council Committee members</p>
<p>Outcome 3: Zoning Regulations Update Progress Measures: Revised Zoning Regulations (refinement, not wholesale revision)</p>	<p>Strategy A: Revisit and work with Planning Commission to update the plan as part of the 2020 plan update. The regulations and codes changes will come out of future community meetings.</p>	<p>P&Z, Planning Commission, Council Planning Committee members, Citizens</p>

Sustainable Community Application 2017

Local Government Resolution - Sample

Resolution of City of Havre de Grace to designate the [INSERT Name/description of Community] as a Sustainable Community, pursuant to the attached Sustainable Community map (and Sustainable Community Plan (the "Plan," as further described in the Sustainable Community Application (the "Application"), for approval either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland.

WHEREAS, [INSERT Name of Local Governing Body] recognizes that there is a significant need for reinvestment and revitalization of the communities in [INSERT Name of County/City]; and

WHEREAS, [INSERT Name of Local Governing Body] proposes to (i) designate the area of [INSERT Name/description of Community] in [INSERT Name of County/City], as outlined on the attached map (the "Area"), as a Sustainable Community, and to (ii) adopt the Plan, as further described in the Application, for the purposes of contributing to the reinvestment and revitalization in the Area; and

WHEREAS, the Area is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act; and

WHEREAS, the applicable law and the Community Legacy Program regulations require a local government to submit an application to the Department in order to become a designated Sustainable Community, and to adopt a satisfactory Sustainable Community Plan in order to be eligible to receive financial assistance under the Community Legacy Program;

NOW, THEREFORE BE IT RESOLVED THAT, [INSERT Name of Local Governing Body] hereby (i) endorses the designation of the Area as a Sustainable Community; and (ii) adopts the Sustainable Community Plan described in the Application.

BE IT FURTHER RESOLVED THAT, the chief elected executive official is hereby requested to endorse this Resolution, indicating his or her approval by signature hereof; and,

BE IT FURTHER RESOLVED THAT, the following persons are hereby authorized to execute documents and take any action necessary to carry out the intent of these resolutions;

Name	Office/Title	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

and,
BE IT FURTHER RESOLVED THAT, copies of this Resolution are sent to the Secretary of the Department of Housing and Community Development of the State of Maryland for consideration by the Smart Growth Sub-Cabinet.

READ AND PASSED THIS ____ day of _____, 20____.

BY ORDER: _____, I hereby certify that Resolution Number ____ is true and correct and duly adopted by the _____(Legislative Body) of _____ (City or County).

ATTEST/WITNESS:

[INSERT Name of Local Governing Body]

By: _____

Name: _____

Title: _____

Approved By: _____

Name: _____

Title: _____

[Chief elected executive official]

Date: _____

Sustainable Community Application 2017

DISCLOSURE AUTHORIZATION AND CERTIFICATION

The undersigned authorizes the Department of Housing and Community Development (the “**Department**”) to make such inquiries as necessary, including, but not limited to, credit inquiries, in order to verify the accuracy of the statements made by the applicant and to determine the creditworthiness of the applicant and the accuracy of the application.

In accordance with Executive Order 01.01.1983.18, the Department advises you that certain personal information is necessary to determine eligibility for financial assistance. Availability of this information for public inspection is governed by Maryland’s Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland (the “**Act**”). This information will be disclosed to appropriate staff of the Department or to public officials for purposes directly connected with administration of this financial assistance program for which its use is intended. Such information may be shared with State, federal or local government agencies, which have a financial role in the project. The applicant has the right to inspect, amend, or correct personal records in accordance with the Act.

The Department intends to make available to the public the contents of the local governments’ Sustainable Community Plans and the contents of Sustainable Community Applications, including posting of entire applications on the Department’s website, use of such materials at presentations, training sessions, press releases, articles and other means of publication. This information may be confidential under the Act. If the applicant considers this information confidential and does not want it made available to the public, please indicate this objection in writing and attach the same to this application.

The applicant agrees that not attaching an objection constitutes consent to the information being made available to the public as herein described, and a waiver of any rights the applicant may have regarding this information under the Act.

I have read and understand the above paragraph. Applicant’s Initials: _____

Anyone who knowingly makes, or causes to be made, any false statement or report relative to this Application, for the purposes of influencing the action of the Department on such Application, may become ineligible to receive State financial assistance, and is subject to other penalties authorized by law.

The undersigned hereby certifies that s/he is authorized to enter into the agreements and certifications contained herein and in the Application, and further certifies that the information set herein and in any attachment in support hereof is true, correct, and complete to the best of his/her knowledge and belief.

Authorized Signature

Type Name and Title

Date