

**CHECKLIST & TABLE OF CONTENTS**

**APPLICANT:** The Town of Union Bridge

**NAME OF SUSTAINABLE COMMUNITY:** The Town of Union Bridge

**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:**

- TAB #1 Sustainable Community Applicant Information**
- TAB #2 Sustainable Community Baseline Information and Map: In addition to the baseline narrative, include a hard copy of the proposed Sustainable Communities map in Tab 2.**
- TAB #3 Local Capacity to Implement Plans & Projects and Workgroup Roster: Attach Sustainable Communities Workgroup roster noted in Section III**
- TAB #4 Sustainable Community Plan**
- TAB #5 Progress Measures**
- TAB #6 Local Support Resolution and Letters of Support: 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 Plan.**
- TAB #7 Signed Sustainable Community Application Disclosure Authorization and Certification**
- TAB #8 CD-ROM: The CD-ROM should include the following contents:**
  - Map in pdf format of the proposed Sustainable Communities area**
  - GIS shapefile of the proposed Sustainable Community boundaries and other GIS related data, eg, 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, DHCD, wolters@mdhousing.org**
  - Pictures (jpeg format) of your Sustainable Community as it relates to your application**

**All documents on this checklist are mandatory.  
Failure to provide the requested document will automatically deny your application.**

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**I. SUSTAINABLE COMMUNITY APPLICANT INFORMATION**

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**Name of Sustainable Community:** The Town of Union Bridge**Legal Name of Applicant:** The Town of Union Bridge**Federal Identification Number:** 52-6019410**Street Address:** 104 E. Locust St.**City:** Union Bridge **County:** Carroll **State:** MD **Zip Code:** 21791**Phone No:** 410-775-2711 **Fax:** 410-775-1095 **Web Address:** <http://www.carr.org/~unionbr/>**Sustainable Community Contact For Application Status:****Name:** Dawn Metcalf **Title:** Clerk--Treasurer**Address:** 104 West Locust Street **City:** Union Bridge **State:** MD **Zip Code:** 21791**Phone No:** 410-775-2711 **Fax:** 410-775-1095 **E-Mail:** unionbr@carr.org**Person to be contacted for Award notification:****Name:** Perry Jones, Jr. **Title:** Mayor**Address:** 104 West Locust Street **City:** Union Bridge **State:** MD **Zip Code:** 21791**Phone No:** 410-775-2711 **Fax:** 410-775-1095 **E-mail:** unionbr@carr.org

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

Through this section, applicants will demonstrate that trends and conditions in homeownership, property values, employment, commercial and residential vacancy, community facilities and infrastructure, nature, natural resources, the local business and residential districts show a need for new or continued revitalization reinvestment. Demographic data and trends provided by Applicants should support the choice of the proposed Sustainable Community Area boundary and help form a basis for needs and opportunities to be addressed through the initiatives and projects described in the Sustainable Community Action Plan (Section IV)

POINTS IN THIS SECTION WILL BE AWARDED BASED ON THE SC AREA'S NEED FOR REINVESTMENT AS EVIDENCED BY THOROUGH DESCRIPTIONS OF CURRENT CONDITIONS OR TRENDS (and will not be based upon current or planned revitalization activities which will be covered in Section IV).

**A. Proposed Sustainable Area(s):**

**County:** Carroll

**Name of Sustainable Community:** The Town of Union Bridge

**Include boundary descriptions and a map of the Sustainable Community. In addition to hard copies of the project location map, a detailed listing of parcels(i.e. Parcel ID Numbers)that form the project boundary should be included. If possible, maps should also be submitted in electronic GIS form (shape file). If you have additional comments or questions, please contact Brad Wolters, Senior GIS Specialist, DHCD,**

[wolters@MdHousing.org](mailto:wolters@MdHousing.org)

(2)Being all that land contained within the Union Bridge Revitalization Area as a “designated neighborhood” for participation in the Neighborhood Business Development Program (“NBDP”) of the State of Maryland Department of Housing and Community Development (in 1997), as shown on a map exhibit attached to Town Resolution # 26-97; and, in addition thereto, the following two (2) contiguous areas:

- 1.)the land confronting North Main Street from Green Valley Rd. to its intersection with Bark Hill Rd. and Union Bridge Rd., and also extending easterly along the north side of Green Valley Rd. (MD 75) approximately 1,100 feet; and
- 2.) all that parcel of land referred to as the Shriner Court Property located between Ladiesburg Rd. and Quaker Hill Rd.;

All (of said area) as more particularly shown on the Union Bridge Sustainable Community Boundary Map.

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

Approximate number of acres within the SC Area: 200

Existing Federal, State, or Local designations(check all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Community Legacy Area   | <input type="checkbox"/> Designated Neighborhood                        |
| <input type="checkbox"/> Main Street   | <input type="checkbox"/> Maple Street                                   |
| <input checked="" type="checkbox"/> Local Historic District                                  | <input checked="" type="checkbox"/> National Register Historic District |
| <input type="checkbox"/> A&E District  | <input type="checkbox"/> State Enterprise Zone Special Taxing District  |
| <input type="checkbox"/> BRAC  | <input type="checkbox"/> State Designated TOD                           |
| <input checked="" type="checkbox"/> Other(s) <u>PFA Heart of the Civil War Heritage Area</u> |   |

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**Prior revitalization Investments & Smart Growth:**

**(a) List and describe any significant State local smart growth or revitalization related program investments (for instance, Community Legacy or SC Rehab Tax Credit) that have been invested in the Area since the launching of Maryland's Smart Growth initiative and programs in 1997 (including Housing investment). What impact have these investments made in the community?**

(Answer space 4,000 characters)

(5) Prior Revitalization Investments & Smart Growth:

(a) Significant State and Town smart growth or revitalization related programs:

Union Bridge Main Street Revitalization Plan A Plan was developed in 1994, to provide a basis to make decisions and engage residents to embrace action. A DHCD CDBG followed to enable preparation of a conceptual street plan with cost estimates for improvements, followed in 2000 by Main Street Revitalization Plan. Result: a \$2.1 M Neighborhood Conservation Project via MDOT in 2008, constructing new curb, gutter, streetlights, sidewalks, drainage, roadway resurfacing, new landscaping, pavement marking and signage. Under Small Cities, a CBDG contributed \$220,700, toward infrastructure improvements (undergrounding electric lines, installing new parking meters, upgrading connecting side streets). The Town contributed \$341,125 securing a RUS loan to install new water mains as part of the project.

Rinehart Municipal Parking Lot, Park & Town Square Project Acquisition/demolition of two vacant buildings in bad shape was necessary prior to constructing the project, accomplished with a CDBG from DHCD in 2004-05, resulting in 17 off-street parking spaces, landscaping and followed by the dedication in 2007 of a recasting of a 19th century statue by Union Bridge sculptor William Henry Rinehart—the latter portion accomplished with private donations.

Shriner Court Senior Housing Project. In a collaborative effort with Episcopal Housing Corp., in 2003, the Town secured a CDBG in the amount of \$290,000 to provide necessary utility water and sewer infrastructure in support of \$2.2M in private funding to construct housing for low and moderate income persons. Result: 20 dwelling units (10 two-family units) constructed by the end of 2004, and are Town owned and leased, fully occupied and well kept.

Little Pipe Creek Park & Trail System A joint effort of MDE, DNR, SHA

USDA, a private developer and Town, on 34 acres of land developer, the Town received an \$82,000 MDE grant for stream relocation and restoration; \$65,000 from the Chesapeake Bay Program; \$105,000 from the Non-Tidal Wetlands Program; \$31,500 from Federal and State Hwy Program; \$9,800 from CREP; and Lehigh Portland Cement contributed \$35,000 fees in lieu of forestation. A 5 foot wide walking trail 2,500 feet in length, storm drain and parking lot was constructed in 2002--03. In 2012, an additional 1,900 foot trail extension was constructed using NRT Program funds, DNR POS funds (\$36,000) and Town and County local funds(\$3,600). It is now a habitat and forest restoration area promoting species appreciation, walking, human health and recreation.

West Broadway Street A 2012, CDBG of \$230,000 funded replacement/repair of water & sewer mains, manholes, storm drains, fire hydrants and handicap ramps. In 2013 an additional CBGG \$138,000 for the last block of West Broadway was included. The Town provided \$166,400 . Farquhar Street A project to eliminate and replace the existing rail spur running in the middle of Farquhar Street, resulted in the reconstruction of Farquhar Street by the County in 2008. In 2009, the Town secured a \$195,000 CBDG grant to construct new sidewalks, curbing and handicap ramps. A similar project was completed for Benedum Street in 2011, with a grant of \$242,000.

All investments have made a substantial impact by improving the livability and overall wellbeing of the Town and its inhabitants; sensitive areas have been protected; facilities and infrastructure have been made adequate that otherwise would be inadequate; and barriers to development have been moderated.

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(b) Describe any existing barriers to Smart Growth that may affect your jurisdiction or the proposed SC Area. For instance, does your area have higher development fees than outer "cornfields"?**

(Answer space 4,000 characters)

(b) Barriers to Smart Growth

Factors negatively affecting the well being of the Town currently result from an insufficient number of private enterprises doing business on Main Street, notwithstanding the significant improvements and efforts noted above. The current business climate is not and has not been as positive as it needs to be in order for small business establishments to thrive as they once did in Union Bridge. Today's successful business models, consumers shopping patterns, and Union Bridge's rural geographic location present a significant challenge for new business creation on Main Street. The lack of new housing construction in Town over the last four decades is but one factor. With a marginal amount of available WWTP capacity, an essential element to enable the opportunity for smart growth to occur is not available. To give Union Bridge the "shot in the arm" it needs to be a sustainable community, a major public-private capital investment to expand the WWTP capacity will be required. Currently, for a Town the size of Union Bridge, arranging for this to be economically feasible will be a daunting challenge, and is unlikely to happen unless the State is a major active financial stakeholder. If this cannot be arranged, this barrier will continue to stand in the way of the Town's ability to accommodate needed smart growth that would rejuvenate the Town. In short, lack of funding creates gridlock when addressing needed expansion.

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**B. Community Conditions: Strengths and Weaknesses**

**(1) Describe the strengths and weaknesses in the proposed Area's existing built environment. For example, what is the condition of housing? Are there underutilized historic buildings and cultural palces? What is the condition and availability of community parks and recreational assets? Are there transportaion assests? What is the current condition of community infrastructure such as roads and lighting?**

(Answer space 4,000 characters)

**B. Community Conditions: Strengths and Weaknesses**

The strength of the Town is its people. Despite the fact that 60% of families are in the low and moderate income bracket, description of the projects and investments listed above attest to the ability of the Town to carry out and make positive accomplishments. The most notable example of the character of the people has to be the new Town Office project. When confronted with having to move from the old Town Office due to A.D.A. requirements, the community came together and built the new Town Office without increasing the tax rate to pay for it. Instead the Town took out a bank loan in 1992, built the new office. A volunteer Fund Raising Committee, programmed fund raising initiatives; (e.g. picnics, Sunday pancake breakfasts, and other events) generating annually enough revenue to the Town to make loan payments over 14 years. It was paid off in 2006 and recognized for this monumental feat by the Governor of Maryland.

The Union Bridge Community Center, a real Town asset is another example of people in the community. The land, building specifications and funds to construct the building were gifted by Mrs. Thelma Shriner in 1963. This Center has served the community well. Town maintained, the Center's main room is available for meetings, dinners, private parties. It has a fully equipped kitchen. ( the location of the Sunday pancake breakfasts noted above). On surrounding park grounds are a tot lot playground, Little League and Babe Ruth League ball fields, and tennis courts. While POS funds have been secured over the years for the park, substantial funding has come from civic, social and community organizations.

Elmer Wolf Elementary School is an asset to the Town, as is the preserved Western Maryland Railway Station which houses the Western Maryland Railway Museum. The Town's Civil War heritage associated with the railway during and after the Battle of Gettysburg is a historical asset, including what are called the "hospital tracks" just east of main Street, where so many wounded and dying soldiers were loaded and sent to Baltimore by train.

(1) While many old fine homes remain and are well kept, the overall economic vitality of the Town is not what it once was in its heyday. Underutilized and vacant buildings on Main Street and the condition of some dwellings do not make a positive contribution. This is a reflection of absentee ownership of rental property in some cases, and income characteristics of occupants in other cases. Despite significant public investments made, the Town's population has remained static over several decades. The 2008 market crash, and slow economic recovery in the housing market, (especially in ex-urban areas like Union Bridge) has been a 'negative' in improving the vitality and sustainability of the Town through smart new growth. A decline in municipal revenue streams (e.g. State highway user funds) and a increasing burdensome regulatory environment (Federal and State unfunded mandates) have likewise had a negative effect on the municipality and on private sector development potential. Again, the barrier of serious concern is the WWTP capacity issue. Solving this is critical to any notion of "smart growth" in Union Bridge where the State has made very credible investments in projects in partnership with the Town.

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(2) Describe the Area's land use/zoning make-up(residential, commercial, industrial, and mixed-use). Is the current land use or zoning conducive to revitalization investment?**

(Answer space 4,000 characters)

(2) The Town's land use plan as set forth in the Union Bridge Community Comprehensive Plan adopted in 2008, as amended through April 2010, sets the basis for the comprehensive zoning plan and zoning text. The Town zoning is consistent with the Plan which in turn is in accord with principals of smart growth. The Plan embraces revitalization, residential development near Main Street, business development on undeveloped land zoned for business near Main Street with availability of utilities, and undeveloped zoned industrial areas which will require extension of utilities. Realization of the Comprehensive Plan and the potential envisioned, is largely dependent of the ability of key stakeholders to be able to arrange for additional WWTP capacity. Chapters of the Comprehensive Plan are as follows and cover the following:

Chapter 1 Plan Definition and Purpose  
 Chapter 2 Plan Foundation  
 Chapter 3 Demographics and Projections  
 Chapter 4 Community Input  
 Chapter 5 Growth Management & Land Use  
 Chapter 6 Municipal Growth  
 Chapter 7 Transportation  
 Chapter 8 Community Facilities (including public water & sewerage systems)  
 Chapter 9 Natural & Agricultural Resources  
 Chapter 10 Economic Development & Activity  
 Chapter 11 Historic/Cultural Resources  
 Chapter 12 Community Involvement  
 Chapter 13 Inter jurisdictional Coordination & Communication  
 Chapter 14 Housing & Community Design  
 Chapter 15 Main Street Revitalization  
 Chapter 16 Land Use Designations  
 (Several Maps are contained in the Plan, including the official Comprehensive Plan Map).

Current zoning districts provide a wide range of uses and for mixed uses. For example, the Local Business District on Main Street allows for retail services needed by the Town, however the market has not been and is not currently there for so many of these uses in which business entrepreneurs can survive and be profitable. This in turn leaves residents having to shop and do their marketing for goods and services in the next closest location (i.e. Taneytown and Westminster which are several miles away). The Town Zoning Ordinance embraces revitalization and in event of a barrier, can be amended to remove it or to facilitate revitalization. For example, retail business is permitted on all floors of a building in the Local Business District, as is retail business on the first floor and residential (apartment) use on the second floor. However, currently nothing prohibits conversion of a formerly used commercial building into residential use (i.e. apartments as an income producing property). While this is not desired for the Local Business District on Main Street, neither is vacancy. The problem for the Town is finding a trigger or trend in the market place resulting in businesses that can survive and be profitable on Main Street in the Local Business District.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(3) Describe strengths and weaknesses in basic features of community quality-of-life. For instance, is crime an issue for this SC Area? What is the condition and quality of educational choices available to the community? Are artistic, cultural, or community resources, events or facilities with in or accessible to residents in the proposed SC Area?**

(Answer space 4,000 characters)

(3) Features of community life (e.g. public safety, available public community facilities) previously described are strengths. While crime happens in small rural Towns as well as urban places, the Town receives very satisfactory police coverage from the Carroll County Sheriffs Office. While the operations of Lehigh Portland Cement Company located mostly at the edge of Town in the County have over the years resulted in some negatives (truck traffic, air quality concerns, noise and dust etc.) the Company has made huge investments in “cutting edge” technology in ameliorating issues associated with its operations. In addition, it has had a reputation in the community over many years for being a civic corporate neighbor and has made significant contributions (financial and otherwise) to community life in the Town. The condition of educational choices available to the community are good, accessible and within convenient reach to the community. Elmer Wolfe Elementary School, located in Union Bridge on North Main Street in a residential section of Town, is part of Carroll County’s public school system which system ranks high among Maryland Counties. Elmer Wolfe Elementary School feeds into the New Windsor Middle School (4 miles away), which in turn feeds into Frances Scott Key High School in Uniontown (3 miles away). There are no private schools located in Union Bridge; therefore homeschooling is the only other option.

The Town’s Civil War Heritage results in Union Bridge being a part of the Civil War Trails through Maryland especially in connection with the Town and the railroad’s involvement in the immediate aftermath of the Battle of Gettysburg. This has drawn visitors and is considered to be an asset. Because this is a self-guided tour, there is no accounting of the number of people who are passing through. In the case of the Western Maryland Railway Museum there is an accounting, and in the past year nearly 500 visitors entered the museum which is housed in the historic building that was both the Train Station and Offices for the Western Maryland Railway. The Walking Tour through Town is also self-guided with a pamphlet readily available at the Town Office and the County Tourism Office in Westminster. Nearly 50 points of interest are identified with an explanation of each and further identified on a key map in the brochure.

The Town and its Heritage Committee have long hoped to find the time and means for a renovation project i.e. the Pump House Museum Project, a Town museum to hold existing old pictures, artifacts and documents in the Pump House which is physically connected to the Town Office Building. There are items across Town waiting for a home that may be lost if a Town museum is not created to preserve these articles for future generations. The Heritage Committee is hopeful of securing needed funding for the project working with the Town, community and citizen volunteers. The Union Bridge Fire Co.’s Fire Carnival and Parade Memorial Day is the big event in Union Bridge; The Ladies Auxiliary features two dances open to the public and holds dinners throughout the year; the Fire Co. holds the Christmas Bazaar, Spring Fling and sponsors the Annual Big Rig Rescue in Fall; the Lions Club holds its Annual Shrimp and Oyster Dinner; the VFW holds dinners on the 3rd Sunday Oct-May, and that is not all-inclusive of events.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

### **C. Natural Resources and Environmental Impact: Strengths and Weaknesses**

**(1) Describe the strengths and weaknesses of the community's "Natural environment" in or near the Sustainable Community Area. What is the current condition of key natural resources - lands, air, water, watersheds, tree canopy, other? If the community is located in a coastal zone, what risks might the community be subject to associated with climate induced sea level rise?**

(Answer space 4,000 characters)

#### C. Natural Resources & Environmental Impact: Strengths & Weaknesses

(1)The ‘natural environment’ in Union Bridge is good and getting better with efforts described in applicable projects above. This has been possible because the Town has secured title to significant strategic sensitive floodplains and wetlands of substantial streams (e.g. Little Pipe Creek and Cherry Branch) which are being reforested through available programs. Under the Governor’s Stream Restoration Challenge, the Cherry Branch Stream Restoration Project is underway and a good example of a joint effort involving State grant money administered by the County on Town lands using substantial volunteer efforts of private citizens and groups.

Currently, Union Bridge does not have a street tree program. This is partly due to the fact that on some streets (e.g. Main Street and Farquahar Street) the sidewalk directly abuts the curb; i.e. there is no grass strip. Other streets (e.g. Benedum Street) does have a small grass strip separating the sidewalk from the curb. Another factor is the recognition by the Town that there is a responsibility and an expense associated with the proper management of “community trees”(skills, modern equipment, time and materials, keeping gutters and storm drains clean etc.). It should be noted that there are many fine trees in yards near or along streets which are the responsibility of the owners. On Main Street it may be feasible to explore small planting containers that can be placed on the sidewalk at the curb without obstructing pedestrian movements and improving the appearance of Main Street. If feasible, maintaining these planters would be necessary and need to be arranged. As noted earlier, Lehigh has made substantial investments in improving air quality emissions associated with their operation and have major plans for transporting limestone resources from their new quarry outside New Windsor to the Union Bridge plant via a ‘state of the art’ conveyor system.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(2) Describe the strengths and weaknesses of any current efforts to reduce the community's "carbon foot print" or impact on the environment. Is recycling (commercial or residential) available to minimize waste? Are there current efforts to encourage the purchase and availability of fresh local food and other local products and services to the community? Describe any current energy or water conservation efforts that may be underway. If the community has not implemented one of the above initiatives, has the community identified a need or interest to pursue these or other efforts to reduce environmental impact, for instance through the new Sustainable Maryland Certified initiative?**

(Answer space 4000 characters)

(2) Recycling is available and required in Union Bridge. The entire community, residents and business, participate. Disposing of trash, waste and recyclable material on a weekly basis is a service paid for by residents and businesses of the Town, so it only makes sense to go with the program.

Purchase of available fresh produce and other local products is the default choice in this rural community. Many town residents have their own vegetable gardens.

In addition, it is not uncommon for a local farm resident from outside Town to sell in Town at random from a pickup truck at street side. There has been some recent discussion on the idea of instituting a farmers market on the Community Center Park grounds which is directly across the street from the Shriner Court Senior Housing village. There is easy access and ample parking at this location where scheduled activities take place, as well as the normal random use of the park. Another possible location for this activity would be on the Rinehart Municipal Parking Lot & Town Square at Main and Broadway Streets.

Water conservation measures have been in effect in Union Bridge for years under the building code, with the objective of conserving water. Water conservation is further enhanced by County stormwater management requirements that apply in the Town, and which facilitate groundwater recharge as well as protect groundwater recharge areas—particularly in the immediate vicinity of municipal wells which provide the Town’s water supply. Additionally, the old and current practice of using rain barrel’s in connection with individual residents’ vegetable gardening is a practical means of minimizing the water use bill while contributing to water conservation.

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(3) Describe the strengths and weaknesses of the jurisdiction's current stormwater management practices and how these may affect the proposed SC Area. Is redevelopment and retrofitting of infrastructure an issue or opportunity in this SC Area? Stormwater runoff is a significant source of pollution to Maryland's streams and the Chesapeake Bay. Buildings constructed before 1985 have little or no stormwater controls, and development between 1985 and 2010 have some controls. Updated stormwater regulations passed by Maryland's General Assembly in 2010 require that development and redevelopment projects utilize stringent stormwater controls. Sustainable Community Areas may have opportunities for redevelopment practices that can reduce stormwater flows.**

(Answer space 4000 characters)

(3) State Stormwater Management Practices incorporated into County and Town Stormwater Management Ordinances have been in effect for several years and are essentially identical to the County which is a leader within the State at stormwater management implementation. Recent stormwater management improvements at the Lehigh Plant site are substantial and significant examples of effective measures constructed for the purpose of managing stormwater in and adjacent to the Town. Under the Town-County Agreement, state-of-the-art technical review is provided, and oversight and inspection accomplished pursuant to Public Works Agreements executed between the owner/developer and the County, which covers the Town under the Town-County Agreement. Once constructed these facilities, are monitored for perpetual maintenance purposes as part of the County Stormwater Management Program. A very recent action of MDE has been to exempt Carroll County from the so-called “Rain Tax” legislation by way of an agreement to this effect, for reason of the magnitude of investment to date in the County’s effective Stormwater Management Program.

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**D. Economic Conditions & Access to Opportunity: Strengths and Weaknesses**

**(1) Describe the jurisdiction's current economic strengths and weaknesses. For example, are there distinct economic drivers in the area or region that will affect access to job opportunities and the progress of the SC Plan? What are the main barriers to the Area's economic competitiveness? What is the current level of broadband access available to serve residents, businesses and public facilities? What efforts are currently in place to increase worker skills and employment? Describe trends in employment rates and business formation.**

(Answer space 4000 characters)

(1) Barriers to business have been identified above, but to summarize, barriers include: lack of WWTP capacity, lack of needed federal and state stakeholder funding for WWTP expansion to accommodate ‘smart growth’, the slow recovery of housing market coupled with the continuing uncertainty that prevails in the market place. Together, these factors result in the absence of needed ‘drivers’ to generate needed residential growth and new business establishments in the Town. From the American Community Survey (ACS), 5 year estimates (2007-2011) for the labor force population in Union Bridge was 477 (or 72% of the population over 16 years in age) of which 11.1% were unemployed. 66% of women 16 years and over or 238 were in the labor force of which 59% were employed and 7% were unemployed. Education services, health care and social assistance accounted for 16% of employed persons; construction 15.8%; manufacturing 13.4%; retail trade 10.8%. And of the employed civilian labor force of 374 persons, 88% were private wage and salary workers.

The Town recognizes that an unemployment rate of 11.1% is a weakness (compared to the states unemployment rate which has been around 6.7% and the County’s rate which has been around 5.8%); and for that reason, the Town strategy has been to do whatever it can do to be “open for business”; to present no barriers for its part to job growth and if any are identified to remove them if possible. Broadband access is available to serve residents, businesses and public facilities. In 2009, Bridges—a partnership between the Carroll County Library and the Town was established to provide a computer lab for residents in the Town Community Center. It is open to all ages every Thursday except on legal holidays. Currently eight (8) computers are available. This has been known to be of great value to residents who do not own a computer and who may be looking for jobs or seeking information to advance their careers. The Carroll County Career and Technology Center in Westminster offers a program of education and trade skills leading to job opportunities. Carroll Community College, also in Westminster, offers a wide range of class instruction in various career fields for all continuing education age groups. Lehigh Cement Co. is a distinct economic driver employing 165 people, about 25% of which live in Town. Lehigh also generates peripheral employment (trucking, contractual services for maintenance, construction etc). With construction being planned for a cross-country conveyor from the New Windsor Quarry to Union Bridge to transport stone, additional employment opportunities are expected by Lehigh. The barriers to growth discussed in II (b) and at the end of II B.(2) indicate how and why the change from a store front Main Street to a combination of residential and vacancy where businesses once existed.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(2) Describe the jurisdiction's housing market and access to affordable workforce housing. What are the trends in residential construction (rental and homeownership), homeownership rate, foreclosure rate and, property values. Describe how and whether your jurisdiction's prevailing housing costs—both homeownership and rental - are affordable to households below 120% AMI, 80% AMI, 50% AMI. JWhat efforts are in place currently to house individuals, families and the disabled at or below the AMI levels described above?**

(Answer space 4000 characters)

(2) Housing in Union Bridge is accessible and workforce affordable, however, there has long been a lack of new housing constructed over the last several decades and that is the case presently. In the meantime, the Town has been designated eligible by DHCD as meeting the low-moderate income threshold in order to secure block grants. According to the 2010 U.S. Census, of 429 total housing units, 35 were vacant of which 13 were for rent and 4 for sale. The homeowner vacancy rate was 1.8% while the rental vacancy rate was 7.1%. Of the 394 total occupied housing units, 224 (56.9%) are owner occupied, and 170 (43.1%) are renter occupied. Residential property values based on Dept. of Assessments and Taxation recent assessments have declined county wide since the 2008 housing market crash as has the Town’s real property tax base. As a result, Real Estate Tax Revenue for Union Bridge has seen a 6.5% decrease from FY 12 to FY 13. (Figures for FY 14 are not yet available). A current check of MDHousingSearch.org shows only 3 listed properties in Union Bridge available for rent: two for \$950/month and one for \$800/month. According to the National Low Income Housing Coalition in a report entitled Out of Reach 2014, the fair market rent for a two-bedroom apartment in Maryland is \$1,297 meaning a household must earn \$4,323 monthly or \$51,871 annually without paying more than 30% of income. The mean renter wage earner’s monthly income is currently \$796 and the gap between the affordable rent and the fair market rent is \$501. The Carroll County Bureau of Housing reports the fair market value of rent for a two bedroom unit is \$1,037/month. According to the Coalition, the housing wage in Carroll County ( the amount needed for a person working 40 hours a week in order to afford a two-bedroom unit) is \$19.48/hour or \$40,520/year. An affordable unit is considered paying no more than 30% of monthly income toward rent. In Union Bridge single family dwellings are located throughout all parts of Town except in industrial zoning districts. Apartments tend to be located along Main Street in buildings formerly and principally occupied by businesses; and depending on the residential zoning district, residential buildings constructed long before adoption of the original zoning ordinance are permitted to convert into no more than three apartments units, providing certain conditions are met. As a result, apartment units are interspersed throughout residential zoning districts. Shriner Court apartments which provide low and moderate income housing, is at the edge of Town across from the Town Community Center Park. While there is no initiative underway to duplicate this successful project at this time, the Town would very much like to be in a position to see that happen. The lack of new residential development ( a trend of no growth) before and after the development of Shriner Court, is a problem.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

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**(3) Describe the SC Area's demographic trends (with respect to age, race household size, household income, educational attainment, or other relevant factors).**

(Answer space 4000 characters)

(3) Median household income is estimated at \$48,359 (income and benefits in 2012 inflation adjusted dollars), whereas, the figure for Carroll County is \$83,755 and the State \$72,999. Of 357 total households, 33 or 9.2% were under \$10,000 in income and benefits; 26 (7.3%) between \$10,000 --\$14,999; 54 (15.1%) between \$15,000--\$24,999; 23 (6.4%) between \$25,000--\$34,999; 53 (14.8%) between \$35,000—\$49,999. These brackets account for 53% of total households. (source: U.S. Census Bureau; American Fact Finder; Selected Economic Characteristics 2008-2012 American Community Survey 5-Year Estimates)

Average household size is 2.47 (compared to 2.74 County and 2.64 State) and average family size is 3.06. The percentage of families whose income fell below the poverty level was 15.2% and where the family consists of a female householder with no husband present, 46.2% are below the poverty level. With respect to age, 39 was the median age, 17.8 % of the population is 62 years and over, 26.6% of the population is 19 years or younger. The male population was 474 and the female population was 501. By race 91.7 % are white; 5.1% are black and 3.2% other make up the balance. Hispanic constitutes 1.4%. (source: U.S. Census Bureau; American Fact Finder; Selected Economic Characteristics 2007-2011 American Community Survey 5-Year Estimates)

Of the 429 total housing units, 394 or 92% are occupied and 35 or 8% are vacant.(ibid 2008-2012)

As previously indicated (in II.D.1.), education services, health care and social assistance accounted for 16% of employed persons; construction 15.8%; manufacturing 13.4%; retail trade 10.8%. And of the employed civilian labor force of 374 persons, 88% were private wage and salary workers.

The need for workforce housing, additional affordable housing for senior citizens like Shriner Court, and for younger families is there. The Town needs people attracted to live in Union Bridge in rehabilitated existing housing stock and newly constructed housing in order for it to sustain itself and not stagnate. It is a matter of capital investment ( both public and private) from the market place that must take place in order to deliver on these needs. For the private sector, these investments have to be both feasible and profitable.

**III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS**

**A. Organizational Structure:**

**Describe the Applicant's organizational structure. Specifically, which organizations are members in the Sustainable Communities Workgroup and who are the respective staff? Who are the leaders, and how will the workgroup advisor or staff manage implementation of the SC Area Plan?**

(Answer space 4000 characters)

A. Organizational Structure:

Union Bridge's implementation of its SC Action Plan will be incorporated within the municipality's daily operations, management directives to Town contractors and consultants, and draw upon volunteers from participating entities whenever and wherever applicable. The Mayor and Council constitute the applicant's organizational structure. Individual Town Council Members head up committees relating to various aspects of public oversight (e.g. utilities, streets, community center, environmental matters, street lights) and give a monthly report at regular Town Council meetings. In addition, the Mayor and Council appoint members of the Planning Commission, Board of Zoning Appeals, a full-time Clerk-Treasurer, a Town Zoning Administrator who also serves as a Public Works Maintenance person for the Town. The Clerk-Treasurer manages and oversees day to day operations, carries out the duties of the position, attends public meetings and hearings, preserves official records of the Town and coordinates activities of the various entities that may be working with the Town. All other services required to operate are provided under contract (e.g. legal, engineering, planning, utility, grant procurement, etc.) and as such as a practical matter, these consultants would be part of the Union Bridge's SC Workgroup. The Town has a strong record of getting projects accomplished as noted above, including forming citizen committees to facilitate implementation. The position of Mayor has historically served in presiding overall, along with oversight involvement and direct participation by Council members working with committees and contractors. This template, successful to date, will continue as the ways and means to implement the Sustainable Community Area Plan. The following are the current leaders of entities that have been engaged in the capacity of implementing projects in the community listed above in II A. (5): Town of Union Bridge: Perry Jones, Mayor; Donald Wilson, Council President, Laura Conaway, Lou Ellen Cutsail, and Amy Kalin, Councilwomen and Edger Wentz, Councilman; Dawn Metcalf, Clerk-Treasurer; Selby Black, Zoning Adm. Union Bridge Planning and Zoning Commissioners: Thomas Long, Chair; Robin Keefer, Joseph Kreimer, Amy Kalin, Bret Grossnickle, Alan Smolin ; Union Bridge Business Association: Sherri Thompson; Carroll County Sheriff's Office: Sheriff Tregoning, Carroll County Historical Society: Fred Teeter, Joan McKee; Heritage Committee: Bob Bolduc West Carroll Recreation Council: Mark Turner, Union Bridge Community Council (Lehigh Portland Cement Co.) Kent Martin; Western Maryland Railway Historical Society and Museum: Robert Parks; Carroll County Government: Planner and Liaison: Bobbi Moser ; Carroll County Schools (Elmer Wolfe): Robin Townsend; PNC Bank (Union Bridge Branch): Roxanne Maguire; Union Bridge Fire Company: Tom Garver; & Ladies Auxilliary: Carol Musil; Lions Club: Selby Black; VFW: Larry Danner; Masons: Donald Wilson Town Consultants: John Maguire, Esq.(legal); Edmund Cueman (planning); Jared Schumacher (grants) and Richard Parks, ARRO Consulting, Inc. (engineering). St. James Lutheran: Pam Fink; Union Bridge Church of the Brethren: Jim Benedict; Union Bridge Methodist; Pipe Creek Friends Meeting : Bill Povel

**III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS**

**B. Organizational Experience:**

**Describe the Applicant organization's past experience in administering revitalization plans and projects. Describe the roles of the members of the Sustainable Communities Workgroup, including their experience in implementing revitalization initiatives. What are the strengths and challenges of the capacity of these groups with respect to implementation of the SC Plan?**

(Answer space 4000 characters)

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**B. Organizational Experience:**

The entities identified above have been engaged in the capacity of implementing projects in the community. The projects listed above in II A. (5) are indicative of the Town having a strong record of getting projects accomplished with the involvement of citizens and citizen committees. In Union Bridge, the Mayor has historically served in the position of presiding overall, along with oversight involvement and direct participation by Council members working with committees and contractors. As elected officers on the municipal corporation of Union Bridge, the Mayor and Council will call upon certain contacts of Workgroup entities with the ability to engage and assist by volunteering time and expertise in the implementation of elements of the SC Action Plan, depending on the action plan item. This template, successful to date, will continue as the ways and means to implement the Sustainable Community Action Plan. The challenge, not unique to Union Bridge, is the competition for people's time.

### **III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS**

**C. Public Input:**

**How did residents and other stakeholders in the community provide input to Action plan described below in section IV?**

(Answer space 4000 characters)

**C. Public Input:**

The Union Bridge SC Plan inherently embraces existing official plans and documents previously approved and adopted with public input and participation e.g. the Union Bridge Comprehensive Community Plan, Main Street Revitalization Plan, and capital project plans. Development of the Union Bridge Comprehensive Plan was a two (2) year undertaking involving substantial man hours of time on the part of Town Planning Commission members working with Town and county staff, consultants in monthly open public meetings and special work sessions. For the most part, these sessions were lightly attended by the public, there having been no major or controversial issues surfacing during the process. In the case of the Main Street Revitalization Plan there was widespread public participation at the implementation phase given the number of properties involved and affected by the reconstruction of Main Street including the utility work. Residents and stakeholders have been and are continually involved in on-going Town initiatives and will continue to be in the implementation of the S.C. Action Plan. Each entity in the Workgroup was contacted by the Mayor in writing seeking support for and participation in the process, with conformations of support given. There are no real barriers to public participation or excuses for not knowing what initiatives are underway in a small town like Union Bridge. Direct participation at Town meetings, communication with the Mayor and Council, participation in work sessions outside of Town meetings as a member of a non-profit entity or a volunteer committee working with the Town, serve to keep the public input channel open. The bi-monthly Union Bridge Newsletter is available to Town residents on the Town web page in addition to hard copies available at the Town Office, Post Office and businesses. This is the primary vehicle for making residents aware of current initiatives, the opportunity to participate, to have public input into on-going initiatives, the Action Plan, and be informed on progress being made on projects and initiatives.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

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, increased prosperity for local households and improved 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 in the SC Plan should improve the livability of community places -- residential, commercial, or other public or private properties - and create new work, retail, recreational and housing opportunities for residents. These projects should also 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 sustainable and livable community.

##### **A.Supporting existing communities & reducing environmental Impacts.**

**(1) A community’s approach to Smart Growth generally includes two inter-related areas of focus: encouraging reinvestment and growth in existing communities; and, discouraging growth that degrades natural resources, and farms and rural landscapes. Broadly describe your jurisdiction’s Smart Growth approach and any significant accomplishments made over the last decade or so.**

(Answer Space 4,000 characters)

##### A. Supporting existing communities and reducing environmental impacts

The Town is at the center of a larger Community Planning Area on the County Master Plan, and has been since 1964. In 1978, a landmark land-use decision was made by the Board of County Commissioners to redirect new development away from prime agricultural areas and into the county’s eight incorporated towns and their environs. The result has been to capture two-thirds (2/3) of development activity into the areas planned for growth while establishing one of the most successful agricultural land preservation programs in the nation (Carroll County currently ranks 5th in the U.S. in land permanently preserved). Within the Town of Union Bridge, the Main Street Revitalization Plan developed in 1994 led to a \$2.1 million dollar Neighborhood Conservation Project via SHA in 2008, wherein Main Street was reconstructed with new roadway, curbs, gutters, storm drains, sidewalks, street lights, pavement markings and signage. Concurrently, via a CBDG under Small Cities \$220,700, was contributed toward improvements on Main Street for underground electric lines, installing new parking meters and upgrading connections of side streets with the Town contributing \$341,125, securing a RUS loan to install new water mains as part of the project. The Rinehart Municipal Parking Lot, Park & Town Square Project involved acquisition and demolition of two vacant Main Street buildings in bad shape followed by construction of a 17 off street parking spaces in 2004-05 with funding assistance from DHCD. In 2007, a recasting of a 19th century statue by Union Bridge sculptor William Henry Rinehart was dedicated at the Town Square and accomplished with primarily private donations. The Shriner Court Senior Housing Project was a collaborative effort with Episcopal Housing Corp., in 2003, with the Town securing a CDBG in the amount of \$290,000 to provide necessary water and sewer utilities in support of \$2.2M in private funding to construct housing for low and moderate income persons resulting in 20 dwelling units (10 two-family units) constructed by the end of 2004, now Town owned and leased, fully occupied and well kept. The Little Pipe Creek Park & Trail System, a joint effort of MDE, DNR, SHA USDA, a private developer and the Town, located on 34 acres of land resulted from the Town receiving the following: an \$82,000 MDE grant for stream relocation and restoration; \$65,000 from the Chesapeake Bay Program; \$105,000 from the Non-Tidal Wetlands Program; \$31,500 from Federal and State Hwy Program; \$9,800 from CREP; and \$35,000 fees in lieu of forestation from Lehigh Portland Cement. A 5 foot wide walking trail 2,500 feet in length, storm drain and parking lot was constructed in 2002--03. In 2012, an additional 1,900 foot trail extension was constructed using NRT Program funds, DNR POS funds (\$36,000) and Town and County local funds(\$3,600). It is now a habitat and forest restoration area promoting species appreciation, walking, human health and recreation. A project to eliminate and replace the existing rail spur running in the middle of Farquhar Street, resulted in the reconstruction of Farquhar Street by the County in 2008. In 2009, the Town secured a \$195,000 CBDG grant to construct new sidewalks, curbing and handicap ramps. A similar project was completed for Benedum Street in 2011, with a grant of \$242,000. In, CDBG of \$230,000 contributed funds to the replacement/repair of water & sewer mains, manholes, storm drains, fire hydrants and handicap ramps on West Broadway Street. In 2013 an additional CBGG \$138,000 for the last block of West Broadway was included. The Town provided \$166,400.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) Describe any major investments in community infrastructure -water, stormwater, sewer, sidewalk, lighting, etc. -- that must be undertaken in order to improve the readiness or competitiveness of the proposed SC Area for private investment and compliance (if applicable) with TMDL regulations. Addressing the stormwater during redevelopment can reduce the pollution entering our streams and contribution to the restoration of the Chesapeake Bay. Investments in infrastructure, generally, can be an important catalyst for new private investment in the community.**

(Answer Space 4,000 characters)

(2)Continued investment projects remain to be undertaken:

- 1.) Continuing to systematically replace sidewalks on Town streets
  - 2.) Replacing old water and sewer mains where necessary
  - 3.) Resurfacing Town streets
  - 4.) Confronting TMDL regulations
  - 5.)Building on and maximizing the use of Town assets: The Community Center Park Complex; Little Pipe Creek Park Trail System; Utilization of the Town Square Parking Lot area as a location for special events (e.g. weekend farmers market; local music and cultural event, elected officials campaign speech venue. etc.).
  - 6.) Developing the Cherry Branch Trail System on the Westside of Town as part of the Greenway System around theTown following the completion of the Governors Tree Planting Program currently underway on Town owned holding on Cherry Branch.
  - 7.) Under the Sustainable Communities Program, foster housing opportunities for all income levels and encourage efforts to maintain and restore the quality and appearance of individual properties through available incentive programs.
  - 8.) Development and installation of a street friendly directional signage program along the sidewalk system directing pedestrians to community assets.
  - 9.)Development of historical markers that coincide with the Towns self-guided Walking Tour of Historic Buildings and Places.
  - 10.) Developing the Town Pump House Museum Project which involves internal building restoration and providing for the storage and display of old pictures, artifacts and documents in the Pump House which is physically connected to the Town Office Building.
  - 11.) Providing additional WWTP capacity being the most essential infrastructure project remaining to be undertaken to enable Union Bridge to be a Sustainable Community.
- With additional WWTP capacity, and an improving housing market and economy, the Town would have the facility to be able to accommodate and capture new residential infill growth, as well as promote restoration of existing historical dwelling structures into attractive housing as an option for new residents. Such growth, would in turn, increase the potential for sustaining new business prospects on Main Street. Without constructing additional capacity, static or no-growth growth will continue. If the Town cannot issue building permits because WWTP capacity is exhausted, the Towns viability is seriously threatened. The worst case scenario would be a declining population which would most likely further exacerbate the status quo.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Describe policies, initiatives or projects that the community will undertake or expand in order to reduce the SC Area’s impact on the environment. Examples include but are not limited to: conservation or management of stormwater through retrofitting of streets and by-ways (Green Streets, rain gardens, etc.); retrofitting of facilities and homes for energy conservation; implementation of “green” building codes and mixed-use zoning; recycling of waste; clean-ups of watersheds; and, encouragement of “Buy Local” approaches that benefit local suppliers and food producers. A comprehensive menu of such actions may be found through the nonprofit Sustainable Maryland Certified initiative.**

(Answer Space 4,000 characters)

(3)Carroll County and Union Bridge have an excellent record for managing storm water across jurisdictional lines, retrofitting streams, implementing forestation along streams as described in the listed projects above, and recycling waste. Because Little Pipe Creek flows through the Town, and experiences periodic flooding, strict attention is paid to flood hazard and mitigation planning.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section?**

(Answer Space 4,000 characters)

(4)Key Stakeholders: The State and the Town, but especially the State; and, the private sector (i.e. homebuilders, homebuyers and small business ). The current Town residents as a whole are stakeholders being effected both directly and indirectly by the success or lack thereof in Town initiatives and projects.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**B. Valuing communities and neighborhoods -- building up on assets and building in amenities:**

**(1) What are the key assets that exist in the community upon which the Plan's projects and initiatives will build? Assets may include physical assets such as parks and historic structures and also civic and economic assets such as employers, educational institutions, and cultural organizations and activities.**

(Answer Space 4,000 characters)

(1)The primary goal of the Action Plan is to build on the above listed public and private investments and all the community's assets mentioned above, but with a heightened attention to the WWTP capacity issue. This is essential, given the vital connection between being able to accept smart growth with adequate facilities, and the sustainability of the Town itself. The Town's future viability and sustainability is literally at stake. As noted in IV. A. (2) above, with additional WWTP capacity, and an improving housing market and economy, the Town would have the facility to be able to accommodate and capture new residential infill growth, as well as promote restoration of existing historical dwelling structures into attractive housing as an option for new residents. Such growth, would in turn, increase the potential for sustaining new business prospects on Main Street. Without constructing additional capacity, static or no-growth growth will continue. If the Town cannot issue building permits because WWTP capacity is exhausted, the Town's viability is seriously threatened. The worst case scenario would be a declining population which would most likely further exacerbate the status quo.

As for leveraging all the enumerated assets previously identified, i.e. Community Center Park Complex, the Little Pile Creek Trail and Wetland Park, the Western Maryland Railway Museum and Train Station, the Town's Civil War Heritage, The William Rinehart Town Square, and the old historic Town Pump House--- promoting the use and enjoyment of these assets will be key, and in the case of the Pump House will require a significant participation effort as well as financial assistance to make this a leveraged asset by a worthy use. The Town recognizes there is a need for a renewed effort to promote and increase awareness of its assets in order to draw as many people to use and enjoy them; and, to the extent that out of town visitors or users are attracted, that there can be positive economic spins-offs for local business. Better exploitation and use of the Carroll County T.V. access channel, County Bureau of Tourism publications (updating brochure etc.), free advertising via public service announcements on WTTR the local radio station, instituting pedestrian directional and marker signage will be ways to leverage Town assets. Lehigh Cement has in the past provided pre-arranged tours of their "state of the art" plant facility and with the coming of the conveyor, there could be potential for an expanded Lehigh tour and "piggy backing" i.e. a greater tour of other assets in Town. Member representatives of the Work Group entities will be key in moving such initiatives forward.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) What policies, initiatives or projects will reuse or enhance the historical assets, traditional business districts/Main Streets and cultural resources of the community? What actions will reinforce your community's authentic "sense of place" and historic character?**

(Answer Space 4,000 characters)

(2) New residential development within Town will be beneficial to existing businesses in Town and provide the potential for new business enterprises. A growing tax base will enable the Town to accelerate needed capital improvements and services. With increased private investments, the Town's livability will be enhanced. With momentum going in the right direction, there are additional hands to help with promoting and preserving the best of community and its authentic sense of place. The Sustainable Communities Programs, offers potential for not only making a noticeable working physical example of improvement (e.g. the Façade Improvement Program, Housing Rehabilitation Program, Downtown Infrastructure Development and eligible Community Legacy projects), but in starting a trend (good example) in restoration activity.

While there has been little of no new residential development in Town except for Shriner Court in the last several decades, there has been a trend toward the conversion of what were once business properties into downtown apartments on Main Street. Also while historically not unusual to have a Main Street business on the first floor and an apartment on the second floor, there have been instances where the entire building has been converted to apartments; i.e. apartment (s) on the first floor in the Local Business District. If the property is an income producing property for the owner, and a business moves out and no new business occupies the space, an owner has the option of converting the property to residential (apartment) use. While, not desirable from the Town's perspective, neither is a vacant storefront where the prospects for new business emerging are not good.

A development project in Town known as Jackson Ridge had completed the detailed planning phase and reached the public works stage for its first phase, which was constrained in size by available sewer capacity. With the economy crashing in 2008, this project has been on hold up to the present. Similarly another project in Town known as the Villages, was in the preliminary planning stage and it too has not advanced. Assuming Jackson Ridge could and would proceed because the marketplace becomes favorable, the project's first phase will be limited and possibly rendered infeasible if sufficient WWTP capacity does not exist. That is why this basic pre-requisite WWTP capacity must be addressed as the top priority as it has major implications on most all of the initiatives.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Describe policies, initiatives or projects that will increase community access to green spaces, parks and other amenities? A community can gain social and physical benefits from access to a healthy natural environment. The inclusion of complete streets, trails, green space, parks and trees contribute to the character and health of a community. Examples might include improvements to the tree canopy by planting street trees, improving local neighborhood streams, or reusing a vacant lot for a new community park or playground.**

(Answer Space 4,000 characters)

(3)The continuation of an on-going program to repair or replace sidewalks along Town streets will be a part of the Action Plan. Main Street is easily accessible on-foot, by bike, or auto, but more businesses need to be located on Main Street to serve and draw people to go there for goods and services. Off street and on street parking is available as a result of projects implemented to date. Access to Main Street by users of the Little Pipe Creek Park is very good because the entrance to the park is from the Main Street sidewalk and in proximity to the Train Station Museum. Currently, Main Street businesses (within the Local Business District) consist of a pharmacy, a bank, two restaurants, hairdresser, and one bar. Along Broadway, just off Main Street, (within the Local Business District) is a funeral home and a package goods store. For many years a hardware store was located on Main Street and was invaluable to serving the community and the surrounding environs of Union Bridge. Fortunately, Stambaugh Rental and Supply Store located on Main Street in the General Business District, has subsequently helped fill the void with a line of hardware and repair services. A car wash, and vehicle service center are also located in this General Business District on Main Street. The Town would welcome most any new type of business to Main Street; for example, a bakery- bagel- coffee shop, a florist, a dairy products store (milk, ice cream ,etc.) antique shop, dry cleaning, pet shop, shoe repair, and specialty shops, hobby shop, bowling alley, offices (professional and business i.e. doctors, insurance, etc.). These uses and many more are all permitted outright by the zoning ordinance. Their existence or lack of existence is a function of the market place (economies of scale) in which such business enterprises must be profitable to survive. It is well known that small ‘mom and pop stores’ have taken a beating at the hands of large box stores, and Union Bridge is no exception. Likewise small businesses have taken a beating at the hands of government mandates and onerous regulations. A very current suspension of the sale of gas at the 7-11 Store on South Main, the only place where gas could be purchased in Union Bridge, leaves the Town residents 4 ½ miles away from the closest gas station. Will an existing business or a new business be able to find way to make the sale of gas profitable enough to fill this void for an essential product? While time will tell, the lack of such a basic necessity for any length of time, will work at cross purposes to revitalization efforts in attracting positive new growth, both residential and business. If this void can be overcome, it will be a good sign for the Town. Because it is largely the volume of consumers in the market place that drive business opportunities, it is imperative that whatever barriers to Union Bridge’s ability to grow and sustain itself exist, that the Action Plan be focused on removing or mitigating these barriers wherever humanly possible.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4)Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section?**

(Answer Space 4,000 characters)

(4)Keys to implementation: The Town Mayor and Council, the Town Planning and Zoning Commission, the assigned contractors enumerated above, appointed citizen committees where applicable, as well as individual citizens will be key to implementation. Non-profit organizations (e.g. Western Maryland Railway Historical Society, Inc. promoting the museum and associated activities, the Union Bridge Business Association, Lion’s Club, Fire Company and Ladies Auxiliary, American Legion, Masons, and West Carroll Recreation Council and similar community organizations) are entities that have ‘pitched in’ in the past and are the community’s human resources available on the stakeholder roster. Maryland Midland Railway, headquartered in Union Bridge and owned by Genessee & Wyoming Railroad is a daily reminder, along with the preserved train station (and now museum) owned by the Western Maryland Railway Historical Society, that Union Bridge continues on as a railroad town from the Civil War days to the present and considers this asset as part of any revitalization strategy . The Town is designated and certified in the Heart of the Civil War Heritage Area, under the Maryland’s Heritage Preservation and Tourism Areas Program. Tapping into grants and tax incentives whenever possible is part of the Action Plan. The Town-County Agreement affords another avenue to bring a range of professional talent to assist in accomplishing the Action Plan. Lehigh Portland Cement Company’s Union Bridge Community Council while focused on the Company’s own action plan, affords the opportunity to tap into the talent of the participants of this group as it is composed of community leaders from both the public and private sector. However, it can not be overstated that the State inherently will need to be a major stakeholder in this Action Plan.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**C. Enhancing economic competitiveness:**

**(1) What economic development policies, initiatives or projects will improve the economy through investments in small businesses and other key employment sectors? What economic development and business incentives will you build upon or implement as part of the SC Plan? Examples could include but are not limited to: green-taping for expedited project application review; permitting and inspection; job training; business tax credits; and, revolving loan funds.**

(Answer Space 4,000 characters)

(1) No community is more desirous than Union Bridge to accommodate new housing and new businesses. There are no real local (municipal or county) barriers in the development review process for development activity. However, because the development review process inherently involves State agencies and occasionally federal agencies, and because a number of new State and Federal mandates are inherently complex and have serious cost implications for land developers and consumers, it is appropriate that State agencies imposing the mandates and reviewing applications for approval examine ways and means of expediting their respective reviews. The County's Economic Development Commission and the Industrial Development Authority administer a range of economic development programs and strategic assistance to expand existing enterprises and induce others to locate in the County. In 2009, Bridges—a partnership between the Carroll County Library and the Town was established to provide a computer lab for residents in the Town Community Center. It is open to all ages every Thursday except on legal holidays. Currently eight (8) computers are available. This has been known to be of great value to residents who do not own a computer who may be looking for jobs or seeking information to advance their careers. The Carroll County Career and Technology Center in Westminster offers a program of education and trade skills leading to job opportunities. Carroll Community College, also in Westminster, offers a wide range of class instruction in various career fields for all continuing education age groups. Both of these institutions have helped Union Bridge residents in advancing their careers.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) What workforce development policies, initiatives or projects will increase access to jobs and economic opportunity for residents in the SC Area? Do you have a goal for job creation? Are green jobs an opportunity in the jurisdiction or SC Area?**

(Answer Space 4,000 characters)

(2) Carroll Community College in Westminster is an outstanding institution affording residents of all ages access to education and securing job opportunities. Continuing education programs for advancing in fields of interest are available. The Carroll County Career and Technology Center offers a program of education and trade skills leading to job opportunities. Again, these institutions have helped Union Bridge residents in advancing their careers.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Describe whether the Sustainable Community will be impacted by the Base Re-alignment and Closure (BRAC) activities in Maryland. If impacted, how do the initiatives and projects in your Plan complement BRAC-related growth? (If not applicable, all ten points will be assessed based on answers to questions 1, 2, and 4)**

(Answer Space 4,000 characters)

(3) N/A BRAC not anticipated to have any direct impact. Indirect impacts remain to be seen.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section?**

(Answer Space 4,000 characters)

(4) Key stakeholders in this area would include the students in public or private schools, their parents, school instructors and administrators, business enterprises and institutions who have jobs to fill and who cannot function without a capable labor force.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**D. Promoting access to quality affordable housing.**

**(1) What housing policies, initiatives or projects will expand housing choices - rental and homeownership -- for people of a range of ages, incomes, and also for disabled individuals? How will these actions address the current housing conditions and needs noted in Section II?**

(Answer Space 4,000 characters)

(1)The Zoning Ordinance does and will continue to provide a range of choice in housing forms. For example, the R-20,000 Residence District provides locations for, and limits housing to, single family residential dwellings on lots containing 20,000 sq. ft; but does allow for conversion and alteration of a building existing prior to the enactment of the zoning ordinance to accommodate two (2) families subject to certain requirements. In addition, in the R-20,000 as well as the R-10,000 and R-6,000, for new residential subdivision development, planned unit type development may be permitted subject to approval by the Planning Commission. It is the express purpose of the Ordinance to provide the optimum amount of freedom and variety in the design and management of varying types of residential structures (i.e. single family, two family, multi family structures, town houses and condominiums subject to certain limitations). The R-10,000 Suburban Residence District permits outright, two-family dwellings (semi- detached or duplex) with a lot area of 7,500 sq. ft./ per family, in addition to single family dwellings on 10,000 sq. ft. lots, and the ability to convert a building existing prior to the enactment of the zoning ordinance to accommodate three (3) families subject to certain requirements. The R-6,000 Urban Residence District provides for the above uses but at a higher density as well as multi-family dwellings. While housing choice is not a barrier, there is room for improvement of the existing housing stock that can come with increased vitality of the economy and homeowners in the work force whose income levels are rising, or are at a level affording the ability to make home improvements. Additionally, the Town has adequate undeveloped land residentially zoned that can access the water and sewerage system and is close to the Town center on Main Street. While an approved subdivision plan exists for a portion of this land, only a small portion of the plan could be developed due to the limited remaining sewage capacity of the WWTP.

The existing housing stock in Union Bridge may be more affordable generally relative to housing throughout Carroll County, but income levels are generally lower. Using the standard of housing cost being unaffordable when housing cost requires more than 30% of household income, this is certainly the case throughout the County and all its municipalities as well as the State. While the Town can not insure affordable housing for all its residents, it has long been aware of the need for such assistance in providing affordable housing such as was accomplished with the Shriner Court Senior Housing that has been so successful. However, it is difficult to set housing goals until the WWTP capacity constraint can be alleviated. With additional capacity, this goal would be a very high priority of the Action Plan.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) Will these housing initiatives or projects increase access to transit or community walkability and/or decrease transportation costs? In other words, will the housing investments result in more people living near work or town centers, or able to more conveniently reach work, school, shopping and/or recreation?**

(Answer Space 4,000 characters)

(2) The critical initiative of providing additional capacity at the WWPT is a prerequisite to enabling new additional housing living in the community very near the Town Center, and within walking distance to the elementary school, Town Parks, Fire House and Municipal Building and Western Maryland Railway Museum.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) What is your goal for of number of units to be created of affordable workforce housin, rental and homeownership? What populations (by income or special needs) will benefit from this increased access to affordable housing?**

(Answer Space 4,000 characters)

(3) Since the bulk of new housing is delivered by the private sector in the marketplace, and since WWTP capacity is currently inadequate, the goal is to enable the market place to be able to provide housing in stages or phases that can be managed and accommodated by the Town, it being difficult to set housing goals until the WWTP capacity constraint can be alleviated. With additional capacity available, the opportunity exists to consider this goal as a high priority of the Action Plan and work toward another project like the successful Shriner Court project described above which has provided affordable housing for low and moderate income persons.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects ntoed in this section?**

(Answer Space 4,000 characters)

(4) Once again, the key player here is the State as has been noted in other sections of the Action Plan, as well as the Town. With the State taking the lead as a major stakeholder from both funding and permitting authority, opportunities for possible public-private partnerships may be enhanced where combined public-private funding will enable additional needed WWTP capacity to be permitted and constructed, thereby creating the opportunity to work toward provision of additional affordable housing as a high priority.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**E. Support transportation efficiency and access.**

**(1) What policies, strategies and projects are envisioned to strengthen the transportation network that affects the proposed SC Area? How will these initiatives support transportation choices (including walking, bicycling, bus or rail transit, and carpooling) or otherwise promote an efficient transportation network that integrates housing and transportation land uses?**

(Answer Space 4,000 characters)

(1)Several of the Town projects listed above give witness to the Town’s progress in supporting transportation. Reconstructing or providing new sidewalks on local streets which connect with Main Street as part of an overall pedestrian system providing pedestrian access and circulation to the previously detailed community assets and Main Street businesses is a top priority of the Action Plan. Extending walking trails in Little Pipe Creek Park that connect Main Street with a terminus at a bike lane on Green Valley Rd east of Town which in turn extends a marked bike trail on Green Valley Rd.(Md. 75) 4 miles to the Town of New Windsor. Carroll Area Transit (CATS) provides transportation in and out of the community which is particularly important to Union Bridge residents, given the distance between the Town and the location of businesses, professional services and community facilities not available in Union Bridge. A Town concern has long been the need for a more adequate arterial road for truck traffic to the west from Union Bridge to link with the Frances Scott Key Highway. This is for reason that the greatest proportion of truck traffic to and from the Lehigh Cement Plant is by way of North Main Street (north of Green Valley Rd) and County roads not designed for the volume and size of trucks transporting cement. Long before the Lehigh Plant’s most recent expansion, the SHA had foreseen the need for an arterial roadway for truck traffic to the west that would alleviate this concern and connect to the Frances Scott Key Highway, Unfortunately this project which was in SHA’s Needs Study for decades, never materialized. With the passage of time, the original alignment for this road has been essentially pre-empted by farmland preservation easements. The remaining alternative for accomplishing this need will be the upgrading of the existing county roads serving as a major truck transportation link to the FSK Highway.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) If applicable, describe the SC Area’s connection or proximity to transportation centers (e.g. Metro, MARC, and light rail stations) and describe opportunities for Transit - Oriented Development (TOD). Will Plan strategies and projects contribute to jobs/housing balance or otherwise provide a mix of land uses that can be expected to reduce reliance on single-occupancy automobiles? (If transit or TOD is not applicable in your community, all points in this section will be based on questions 1 and 3)**

(Answer Space 4,000 characters)

(2) There are some residents who commute to Baltimore City and its environs and use the Park and Ride at Owings Mills. The Town supports and the County promotes carpooling wherever it is a viable option.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section?**

(Answer Space 4,000 characters)

(3)The Town and County are key to promoting and encouraging walking, utilizing CATS, and carpooling. The County and State are key to undertaking road and highway improvements linking Union Bridge to the transportation network for vehicles.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**F. Coordinating and Leveraging Policies and Investment**

**(1) What specific steps will the Sustainable Community Workgroup take to coordinate policies and funding streams to remove barriers to investment and maximize and increase funding in the proposed Sustainable Community Area?**

(Answer Space 4,000 characters)

(1) Securing approval of this application will enable Union Bridge to continue to be eligible to compete for DHCD grant and loan programs, MDOT grant programs, MHT tax credits Dept. of Business & Economic Development job creation tax credits and any other programs the State may target to designated Sustainable Communities. The ability of the Town to secure grants and accomplish the several revitalization investments enumerated in this application at II (a)(5), has contributed greatly to the Town's ability to keep taxes as affordable as possible while concurrently making essential infrastructure investments needed to sustain the Town. The Town has also demonstrated its ability to accomplish the financing of projects without increasing the tax burden, by marshalling the community around the goal and financing an improvement by non-conventional means, as was the case with the new Town Office. It cannot be overstated however, that it is imperative for the Town of Union Bridge, to be able to continue to seek available grants and be eligible for revitalization programs under the Sustainable Communities Designation, if it is to keep taxes affordable as well make progress as a sustainable community. No municipality in Carroll County is more challenged to keep taxes affordable than Union Bridge. Frugality is a necessity given the Town has the smallest assessable real property tax base (\$70M) of Carroll County's municipalities, currently netting only \$210,000 in revenue and personal property tax revenue generation in the neighborhood of \$35,000. These figures are down from prior years due to the state of the economy. Further, given prior investment obligations for needed utility infrastructure, new capital projects must be deferred, or if urgent to proceed, must be on a pay-go basis where leveraging is possible with secured grants.

Specific Steps:

- Arranging a summit meeting of top State officials and others with assistance of the County Delegation to initiate a collaborative on-going approach toward providing for additional WWTP capacity and to insure a clear understanding of the implications and consequences to all stakeholders of failing to do so.
- Pursuing in conjunction with the County and MDE, continuing efforts to provide an adequate water supply commensurate with smart growth and County Master Water and Sewerage Plan.
- Continuation of programming improvements for Main Street and rebuilding or repairing the Towns sidewalks, (including curbs and gutters and handicap ramps where necessary) and their connections to community assets. The need to continue this effort exists because segments of sidewalks originally constructed have deteriorated and in other instances none were ever constructed. In other instances, existing sidewalks are adequate and in good shape. The objective is to have an overall safe and adequate pedestrian system facilitating use and walking over the system to get to businesses, community facilities and community assets, as an alternative to driving.
- Reinforcing ties with the County Economic Development Commission in the furtherance of revitalization initiatives on Main Street.
- Involving applicable entities from the Work Group Roster when undertaking initiatives under the Action Plan.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) How is the proposed Sustainable Community Plan consistent with other existing community or comprehensive plans?**

(Answer Space 4,000 characters)

(2) The proposed Sustainable Community Action Plan is in full accord with and will serve as an implementation tool of the Union Bridge Community Comprehensive Plan.

**IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) How will the Plan help leverage and/or sustain more private sector investments?**

(Answer Space 4,000 characters)

(3) Targeted public sector investments will not only serve to make the community more livable for those who inhabit the Town, but will serve to attract new private sector investments in housing and business enterprises. Most of the projects accomplished to date in Union Bridge have been leveraged and the further targeting of public investments under the Sustainable Community Designation should elevate the opportunity for private sector investment.

**V. PROGRESS MEASURES**

**For the Plan parts of section IV(A through F):**

**(1) List the specific outcomes that the Plan seeks to produce.**

(Answer Space 4,000 characters)

V.A-1. Specific outcomes contingent on expansion of WWTP capacity to accommodate new residential and commercial growth:  
 1. New affordable housing is constructed inhabited by families with a strong work ethic. 2. The Town population which has remained static for years and decreased slightly in the last census, will begin to increase. 3. Inhabitants of new housing will add to the fabric of the community.

4. Existing businesses in Town will be beneficiaries of potential new customers with the possibility for expansion. 5. The potential for start-up of additional businesses within the Town is created 6. Utilization and enjoyment of Town assets is increased 7. Citizen participation in community affairs is increased and broadened.

V.A-2. Outcomes not contingent on WWTP expansion of capacity:

A.Supporting Existing Communities:

- 1.Continuance of the systematic replacement and improvement of sidewalks
- 2.Water and sewer mains are replaced where necessary
- 3.Town streets are resurfaced using highway user funds as necessary
- 4.TMDL and stormwater management requirements are confronted
- 5.The Town Pump House Museum Project is initiated.

B.Valuing Communities & Neighborhoods-building up assets & amenities

- 1.Expanding on the trail system; adding amenities in Little Pipe Creek Park
- 2.Developing a trail system along Cherry Branch on the west side of Town
- 3.Developing a street friendly directional sign plan on the sidewalk system directing pedestrians (residents and visitors) to community assets.

4.In lieu of street trees on Main Street, explore feasibility of ‘planting containers’ strategically placed on sidewalks and upkeep arrangements

C.Enhancing Economic Competiveness

1.Study and evaluate what if any Town measures can be taken to discourage first floor conversion of former commercial buildings into residential use (apartments) in the Main Street Local Business District in an effort to retain integrity of the Local Business District as a place for businesses.

2.Study the feasibility a historic markers plan to enhance the Town’s self guided walking tour of Historic Buildings and Places.

3.Pursue increased involvement and utilization of any available technical assistance or financial resources available through the County Economic Development Commission.

D.Promoting Access to Quality Affordable Housing

1.Under the Sustainable Communities Program, make residents and property owners aware of available incentives and the ability to compete for grant funds for restore the quality and appearance of individual properties (e.g. façade improvement and housing rehabilitation).

E.Supporting Transportation Efficiency & Access

1.Pursuing by engagement with the County Commissioners, a project in the County’s CIP, for the upgrading of the existing county roads utilized as a major truck route to and from Lehigh Cement in Union Bridge to connect with the Francis Scott Key Highway.

**V. PROGRESS MEASURES**

**(2) And, list the specific benchmarks that will be used to measure progress toward these outcomes.**

(Answer Space 4,000 characters)

B. Bench Marks

1. The status of new projects or continuing phases of on-going projects are reported on monthly as progress reports to the Mayor & Council. ( i.e. progress or lack thereof is monitored). Typically, following project application and notice to proceed, there are stages of project development e.g. study, plan development, cost analysis or estimating, budgeting, and (if applicable) land acquisition, engineering, procurement and contracting with legal oversight pursuant to established guidelines in the Town Charter, followed by construction, and project auditing and closeout. The adopted Union Bridge Comprehensive Community Plan details Town's goals, visions and needs and the Action Plan serves to supplement as an implantation by this Action Plan as an implementing measure essential to helping to sustain the health , vitality and livability of the Town.

A. Supporting Existing Communities

Complete reconstruction of additional sidewalks on Town streets  
Seek funding for a Pump House Museum restoration plan

B. Valuing Communities & Neighborhoods

Undertake to physically locate the Cherry Branch Trail on Town property as Phase I.  
Implement a directional signage on the sidewalk system for pedestrians and visitors,  
street-scaping Main Street with planter containers, if proven feasible and responsibility for care arranged.

C. Enhancing Economic Initiatives

In collaboration with an identified new business property owner, or residence on Main Street, promote and encourage applicants to seek funding for façade improvements.  
Amend Town Zoning Ordinance, when and if required, to enable necessary flexibility for changes in the marketplace  
Explore interest in a Main Street farmers market at the Town Square Parking Lot and at the Community Center Parking Area.  
Evaluate and initiate if determined feasible.

D. Promoting Access to Affordable Housing

Designate a pilot project for demonstration by engaging a qualifying property owner to participate in a housing restoration or façade improvement project. Evaluate and if successful, promote the replication of the process.

E. Transportation

Seek focus and attention on the need to upgrade the truck route to connect to FSK Hwy, annually at State, County and Municipal road tour held at the County Office Building.

**REPLACE THIS PAGE WITH LOCAL  
GOVERNMENT SUPPORT  
RESOLUTIONS**

**SUSTAINABLE COMMUNITY APPLICATION  
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.

In accordance with Executive Order 01.01.1983.18, the Department advises you that certain personal information is necessary to determine your 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. You have the right to inspect, amend, or correct personal records in accordance with the Act.

The Department intends to make available to the public certain information regarding projects recommended for funding in the Sustainable Community Plan. The information available to the public will include the information in this application, as may be supplemented or amended. This information may be confidential under the Act. If you consider this information confidential and do not want it made available to the public, please indicate that in writing and attach the same to this application.

You agree that not attaching an objection constitutes your consent to the information being made available to the public and a waiver of any rights you may have regarding this information under the Act.

**I have read and understand the above paragraph. Applicant's Initials:** \_\_\_\_\_

Any one who knowingly makes, or causes to be made, any false statement or report relative to this financial assistance application, for the purposes of influencing the action of the Department on such application, is subject to immediate cancellation of financial assistance and other penalties authorized by law.

The undersigned hereby certifies that the Sustainable Communities Plan or Project(s) proposed in this Application can be accomplished 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.

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Authorized Signature	Print Name and Title	Date
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