

SUSTAINABLE COMMUNITIES PROGRAM

APPLICATION FOR DESIGNATION RENEWAL

Eligible Applicants:

Local Governments with a Sustainable Communities Designation

Local Government Consortiums with a Sustainable Communities Designation

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

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

WES MOORE
Governor
ARUNA MILLER
Lt. Governor
JACOB R. DAY
Secretary
JULIA GLANZ
Deputy Secretary

Overview of Sustainable Communities

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

Purpose or Renewal and Streamlined Application

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

Application Eligibility and Threshold Requirements

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

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

Threshold Requirements

All Sustainable Community applications must meet the following threshold requirements:

1) Sustainable Community Area boundaries must be entirely within a Priority Funding Area (PFA) and should be an area in need of renewal and reinvestment that would benefit from a targeted long-term strategy. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at: http://www.mdp.state.md.us/OurProducts/pfamap.shtml

2) The proposed Sustainable Community is within or near a town center or transportation center, or there is a need for financing assistance for small businesses, nonprofit organizations or microenterprises;

3) The updated Plan must be consistent with other existing community or comprehensive plans;

4) A Sustainable Communities Workgroup is re-convened and a roster of members should be provided with the application.

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

Application Submission and Evaluation

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

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

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

Incomplete applications will not be accepted.

Deliver Sustainable Community Applications via email:

To: Tynan Stevenson, Project Manager
tynan.stevenson@maryland.gov

Carbon Copy: Olivia Ceccarelli-McGonigal, Assistant Director for Policy and Planning
olivia.ceccarelli@maryland.gov

Site Visits, Follow-up, and Technical Assistance

Attendance at a minimum of one application consultation session or training is mandatory for all applicants. Consult with Tynan Stevenson by email at tynan.stevenson@maryland.gov, office phone at (410) 209-5811, or cellphone at (443) 257-2059, if you would like to schedule a meeting.

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

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

Approval

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

For all questions related to the application, please contact Tynan Stevenson by email at tynan.stevenson@maryland.gov, office phone at (410) 209-5811, or cellphone at (443) 257-2059; and/or your regional project manager, found at this link: https://dhcd.maryland.gov/Communities/Documents/SRP/PM-Map-ContactInfo.pdf

RENEWAL APPLICATION INSTRUCTIONS

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

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

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

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

The report is an opportunity to reflect on any accomplishments achieved in the Sustainable Community area. It is a tool used to evaluate if the SC applicant achieved its intended outcomes and identify what state resources were used, if any, to achieve those outcomes. Renewal applicants are encouraged to discuss how priorities, actions, and objectives were or were not achieved across the Sustainable Communities plan elements, including how any of the elements may have interrelated during the five initial years of SC designation.

C. **Sustainable Communities Action Plan Update:**

The Sustainable Communities Action Plan details revitalization outcomes and strategies to achieve those outcomes over the next five years. Renewal applicants are encouraged to use their previous Sustainable Communities applications as a basis for their updated Action Plan. You may identify which weaknesses have not yet been addressed or which strategies have not yet been implemented. Include your revitalization priorities for the next five years, basing them on your community's current strengths and weaknesses.

SUSTAINABLE COMMUNITIES PLAN ELEMENTS

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

ENVIRONMENT: Describes projects involving the natural environment, our use of natural resources, and our relationships to the natural environment. This category includes projects focusing on (but not limited to): the quality of land, water, and air; watershed maintenance and preservation; tree canopies and green spaces; climate change mitigation and adaptation; energy conservation; green infrastructure; stormwater infrastructure and management; water and sewer capacity; recycling, pet waste, and organic waste programs; the mitigation of environmental hazards; and parks and recreation.
ECONOMY: Describes projects centered on economic growth and management. This category includes projects focusing on (but not limited to): business attraction & retention; improving and maintaining the health of business districts, downtowns, and main streets; commercial vacancy reduction; workforce attraction and retention; employment/job training; marketing, branding, and tourism; improving or creating economic impact of cultural and historic assets; providing technical and financial assistance to businesses; commercial building acquisition, rehabilitation and/or adaptive re-use; and creating a sense of place and vibrancy through streetscaping and beautification.
TRANSPORTATION: Describes projects involving the way people in your community get from place to place. This category includes projects focusing on (but not limited to): access to transit corridors; pedestrian safety and accessibility; sidewalks; alternative modes of transportation, such as bikeways and trails; public transit, such as bus and rail; carpooling; proximity to transportation centers; parking; and road conditions.
HOUSING: Describes projects involving the homes in which people in your community live and which make it easier for them to find and stay in a place to call home. This category includes projects focusing on (but not limited to): affordability; increasing homeownership; increasing rental housing; diversifying the kinds of housing available; improving housing conditions (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.
COMMUNITY HEALTH & QUALITY OF LIFE: Describes projects concerned with public health, community culture, and the day-to-day life of community residents. This category includes projects focusing on (but not limited to): improvement of public safety and the reduction of crime; libraries; educational facilities and programs; health and wellness facilities and programs; senior facilities and programs; youth facilities and programs; facilities and programs for the disabled; civic amenities, access to quality food options; collaborations with faith-based organizations; arts and entertainment education; and homelessness prevention, services, and facilities.
LOCAL PLANNING & STAFFING CAPACITY: Describes projects concerned with a local government's ability to plan for the community's future and to meet the current needs of residents. This category includes projects focusing on (but not limited to): updating zoning ordinances or land use; updating municipal/local policies, taxes, fees, etc.; increasing local government staff capacity; and updating planning documents like sector plans or comprehensive plans.

SUSTAINABLE COMMUNITY ACTION PLAN UPDATE

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

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

Action Plan Guidance

1) **For each element, identify the essential strengths and weaknesses of your community**.
   Example:
   Strength - Good sidewalk connectivity
   Weakness - Insufficient bicycle infrastructure

2) **Based on those strengths and weaknesses, formulate specific outcomes that address the most pressing issues or greatest opportunities. Identify a way to measure the success of that outcome.**
   Example:
   Outcome - Expand fiber optic broadband Internet connections in Town
   Progress Measure - Linear measurement of broadband fiber laid

3) **After defining the outcomes, list detailed strategies and discrete actions that will serve as the means to achieve those goals.**
   Example:
   Strategy A - Increase number of Town sponsored events
   Action A - Organize a workgroup tasked with planning weekend events
   Action B - Develop, with community input, a series of weekend events that the Town could host

4) **List potential partners that can support the successful implementation of these strategies through different types of resources.**
   Example:
   Partner 1 - DHCD (Community Legacy program)
   Partner 2 - Small Business Administration (Services and financial assistance)

CHECKLIST AND TABLE OF CONTENTS

APPLICANT: Town of New Market, Maryland

NAME OF SUSTAINABLE COMMUNITY: Town of New Market

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

❑ **Section A - Sustainable Community Renewal Applicant Information**

- Applicant Information

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

- Part 1: Qualitative Assessment
- Part 2: Competitive Funding

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

- Action Plan

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

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

- Disclosure Authorization

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

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

SECTION A - SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community:		Town of New Market	
Name of Applicant:		Town of New Market, Maryland	
Applicant's Federal Identification Number:		52-0806726	
Applicant's Street Address:		40 South Alley, P.O. Box 27 (municipal office). Grant address: 22 E Main Street	
City: New Market	**County:** Frederick	**State:**	**Zip Code:** MD 21774
Phone Number: 240-910-6222	**Fax Number:** None	**Web Address:** townofnewmarket.org	

Sustainable Community Application Local Contact:

Name: Michelle Mitchell		**Title:** Town Clerk	
Address: 40 South Alley, P.O. Box 27	**City:** New Market	**State:** MD	**Zip Code:** 21774
Phone Number: 240-910-6222	**Fax Number:** None	**E-mail Address:** michelletownofnewmarket@gmail.com	

Sustainable Community Contact for Application Status:

Name: Michelle Mitchell		**Title:** Town Clerk	
Address: 40 South Alley, P.O. Box 27	**City:** New Market	**State:** MD	**Zip Code:** 21774
Phone Number: 240-910-6222	**Fax Number:** None	**E-mail Address:** michelletownofnewmarket@gmail.com	

Other Sustainable Community Contacts:

Name: Patricia Faux		**Title:** Town Planner and Zoning Administrator	
Address: c/o Town of New Market, 40 South Alley, P.O. Box 27	**City:** New Market	**State:** MD	**Zip Code:** 21774
Phone Number: 443-306-0932	**Fax Number:** None	**E-mail Address:** pfaux@fauxgroup.com	

(1) Sustainable Community Boundary and Description

(1) Are you requesting any changes to your Sustainable Community boundary? Why or why not? If you are requesting an expansion of your boundary, identify at least one outcome in your Action Plan that would serve the expanded area and at least one State benefit that would support achievement of that outcome (e.g.,Community Legacy grants, Safe Routes to School, etc.)

No. The Town is not requesting a change to its Sustainable Community boundary at this time. The existing boundary, shown on the attached map, continues to contain the historic Main Street corridor, the alley network, the Community Park and Event Barn, and the Town-owned civic properties at 40 South Alley and 90 West Main Street. The parcels at 90

West Main Street, the Town's new Town Hall, and 39 West Main Street, the former Town Hall, both lie inside the boundary, and the attached map shows them as such. The Town's first priority over the next four years is to improve the 90 West Main Street site as the Town's new Town Hall complex. The second is to continue improving safety and traffic management on Main Street and the supporting alley network, including added improvements to support the Event Barn. Other priorities include parking expansion in the historic district, repurposing of underused Town-owned civic buildings, and stormwater and site improvements. All of these fall within the existing boundary.

(2) If yes, Include the following in as an attachment:
   a. PDF or JPEG of modified Sustainable Communities boundary map,
   b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),

(3) Approximate number of acres of entire SC Area: 1,000 acres

(4) Existing federal, state or local designations:
☐Main Street ☒National Register Historic District ☐Local Historic District
☐ Arts & Entertainment District ☐State Enterprise Zone Special Taxing District ☐BRAC
☐ State Designated TOD ☒ Other(s):

Other designations: National Register of Historic Places; Historic National Road (Old National Pike, MD 144), an All-American Road, Maryland State Scenic Byway and Frederick County Scenic Byway; Heart of the Civil War Heritage Area. Main Street: the Town held Main Street Maryland designation at the Connected level during the last designation period. The Town dropped the designation because of insufficient business participation and because no one was available to run the program.

(5) Describe the SC Area's current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years?

New Market has grown faster than almost any community in Frederick County. The 2010 Census counted 697 residents, and the 2020 Census counted 1,525. The most recent American Community Survey estimate, the 2020 to 2024 five year file, shows 1,603 residents, a gain of 78 since the 2020 Census, and a median age of 36.0 years. Median household income was $100,208 in 2010 and is now $202,872, average household size is 3.36, and 64.3 percent of adults hold a bachelor's degree or higher. The 2020 Census counted the population as 82.7 percent White, 3.1 percent Black and 4.0 percent Asian. These figures reflect young families moving into new subdivisions around the historic core, and the trend is continuing. The Town counts 537 existing homes and has 1,533 new units in its current development pipeline, which will nearly triple the housing stock over the next 10 to 15 years.

The County's 2020 Census sheet shows 590 housing units, the 2020 Census file for the Town shows 493, and the 2020 to 2024 ACS estimates 477, but these sources include homes outside the Town boundary or differ in method, so the Town's own count of 537 is used here.

(2) Organizational Structure, Experience and Public Input:

(3) Describe any changes to the Applicant's organizational structure. Specifically, how has membership of the Sustainable Communities Workgroup changed in the last five years? Who are/were the leaders, and how will/did the Workgroup advisor or staff manage implementation of the SC Area Plan?

The Sustainable Communities Workgroup is led by the Mayor and Town Council, with day-to-day implementation managed by Town staff and the Town Planner. Membership now includes the Mayor and Town Council, the Planning Commission, the New Market Civic Partnership (NMCP), business owners, and Town staff. NMCP, a 501(c)(3) formed in November 2017, administers the Town's façade grant program. Town staff who support the plan are Michelle Mitchell, Town Clerk; Heather Saxon, Clerk-Treasurer, who is being trained by Deb Butler; and Patricia Faux, Town Planner. Kathyrn Gratton of Red Lips Mentor, LLC serves as grant consultant and administrator for the Town. Rather than convene a separate Workgroup for this renewal, the Town used the public input and research gathered for its recent master plan update, which asked the same questions about strengths, weaknesses, and priorities for the district. Holding two overlapping processes would have asked the same residents, business owners and board members to answer the same questions twice. The Green Team and the Business Roundtable that participated in 2016 are not currently active.

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

The Workgroup's greatest strength is its knowledge of local needs. Council members, Planning Commission members and NMCP board members know where residents want investment, and they respond quickly once the State's goals and the grant programs behind them are explained. Staff capacity is the main challenge. The Town is small, and the same few people manage planning, financial administration, and every active award while the Town grows. The Town has addressed that constraint by retaining a planner and a grant consultant, and by sequencing projects in phases that match the funding it can secure. Residents expect follow through on what the plan promises, so the Workgroup has focused this update on a short list of projects that already have design work, cost estimates, or pending funding.

(5) How did residents and other stakeholders in the community provide input to the Sustainable Communities Action Plan update? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based?

The Town's recent master plan update included public input and research on the same topics this application covers, including housing, parking, pedestrian safety, stormwater, tree canopy, and civic facilities. The Town relied on that process in place of a separate round of Workgroup meetings so that residents and stakeholders were not asked the same questions twice. The master plan outreach began with a Planning Commission startup meeting on June 5, 2025, followed by a public focus group with an attendee survey on September 9, 2025, an online community survey on September 12, 2025, and a Planning Commission presentation of the input received on October 2, 2025. A second public focus group followed on October 21, 2025, with a second online survey on November 9, 2025, and a second presentation of input with an opportunity for added public comment on December 6, 2025. An informal draft was posted online for comment on June 22, 2026 and sent to the Planning Commission, Town Council, the community, the County and the State. The Planning Commission reviewed the draft on July 6, 2026 and held workshops on August 6 and September 8, 2026. A revised draft was posted on August 10, 2026, and the formal draft was posted and sent to the County and State on September 17, 2026. The Planning Commission has scheduled a public hearing for December 3, 2026. The draft action plan was prepared by the Town Planner from a worksheet that reviewed every item in the 2021 plan, marked its status, and added new priorities. The draft was reviewed with the Town Council at a briefing in early October 2026. The Council's one addition was a request to be able to seek funds to replace the direct burial fiberglass

lamp posts along Main Street with posts that carry an electrical outlet and can support banners and lit seasonal decorations, and that request appears in Section C under Community Health and Quality of Life. Input was also requested from the New Market Civic Partnership. The renewal focus matches the projects and priorities identified in the Draft Master Plan update.

(6) Would you like any technical assistance from State agencies to help expand the capacity of your SC Workgroup or implement your SC plan? Please describe with which revitalization strategies you would like assistance.

The Town does not request State technical assistance at this time.

SECTION B - SUSTAINABLE COMMUNITY RENEWAL REPORT
PART I: QUALITATIVE ASSESSMENT

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

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

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

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

Accomplishment 1: Phased public safety improvements on Main Street and the alleys

Outcome: A safer, more walkable Main Street and alley network for residents, school children and visitors.

Projects: The Town Engineer prepared a first phased public safety plan for Main Street that added bollards, alley revisions and public parking. Every improvement in that phase has been built except the parking lot expansion at Community Park. A second phase added crosswalks and safety features near the two public school entrances. Completed work since 2022 includes striping of crosswalks at the Main Street alley connections and installation of signage (November 2022), parking lot construction at 40 South Alley and along 5th Alley (May 2023), solar lighting at the 40 South Alley lot (October 2023), repairs to the brick paver sidewalk along Main Street to ensure ADA compliance (April 2025), repaving of the intersection of Emory Alley and Main Street (May 2025), restriping of the four existing Main Street crosswalks with wider reflective material and a new crosswalk with advance signage at Prospect Street (both May 2026), and replacement of the chain barrier at North Alley with a steel bollard to improve pedestrian and bicycle access (August 2026). The locations of the curb extensions have not yet been decided and those elements are not yet installed. In partnership with Frederick County, the intersection of Wainscott Drive and Quaker Way with Old National Pike was reconstructed to provide a safer route to school. In 2021 the former fire pond was converted to step pools and the alley north of Main Street was improved for stormwater management. Federal Safe Routes to School funds supported the county led intersection project. The Town also instituted a speed camera program, with revenue directed to public safety improvements, and the program collected $356,650 in the last fiscal year.

Partners: Frederick County, the Town Engineer, the Town Council, and the Maryland Department of Housing and Community Development.

Impact: Physical safety improvements are now in place on Main Street and near both school entrances, and the north alley has a managed stormwater outlet. Speed camera data for September 2026 shows an average speed of 25.8 mph against the posted 25 mph limit. The system recorded 1,431 speed events and the Town issued 997 citations, of which 671 were 12 to 15 mph over the limit, 265 were 16 to 20 mph over, and 61 were 21 mph or more over. Town staff report that the program has reduced average speeds and the percentage of speeders.

Accomplishment 2: Façade grants and support for businesses in the historic core along Main Street

Outcome: A stronger, more attractive commercial core with new food related businesses and reinvestment in historic buildings.

Projects: The Town received three Community Legacy façade awards of $50,000 each, CL-2022-NewMarket-00446, CL-2023-NewMarket-00072 and CL-2024-NewMarket-00590, and administered the grants through the New Market Civic Partnership. The Town also created a tap fee grant program, which has made one award to date. Three new food related businesses have opened on Main Street, and renovations of existing buildings and new construction now in the development pipeline will add space for 20 to 30 additional businesses. The Town currently administers a fourth Community Legacy award, CL-2026-NewMarket-00332 ($50,000), which funds the Residential Preservation and Accessibility Program, and Maryland Façade Improvement Program awards MFIP-2026-NewMarket-00351 ($25,000) and MFIP-2027-NewMarket-00351-A1 ($25,000).

Partners: DHCD, the New Market Civic Partnership, property and business owners, and private developers.

Impact: Three new food related businesses and a growing pipeline of new commercial space, along with visible reinvestment in historic storefronts. The Residential Preservation and Accessibility Program extends that reinvestment to income qualified and senior homeowners.

Accomplishment 3: Event Barn at the Community Park

Outcome: A covered community gathering space for Town events, rentals and community use.

Projects: The Town designed, built and opened the Event Barn at the Community Park, which opened in 2026. The Town has an events coordinator to program the space. The project was funded through grants the Town administered, including two Maryland Department of General Services Local Bond Initiative grants of $50,000 each (24-501 and 24-619), a Department of Natural Resources Local Parks and Playgrounds Infrastructure grant (LPPI-10-5) of $240,000, and a Department of Natural Resources Community Parks and Playgrounds grant (CPP 7716-10-502) of $100,000 for the companion pavilion and restroom work, bringing State grant funding for the project to $440,000.

Partners: The Town Council, the Town Engineer and Planner, the Maryland Department of General Services, and the Department of Natural Resources.

Impact: The Event Barn opened only a few months ago and has not yet hosted events, so its impact has not been measured. The Town expects it to become the center of community events and rentals. The site will need more parking and better lighting to support that use, and both are included in the new action plan.

Accomplishment 4: Purchase of a new, larger Town Hall at 90 West Main Street

Outcome: A civic facility large enough for Council meetings, staff and services for a town that is nearly tripling in size.

Projects: The Town purchased the existing 1984 office building at 90 West Main Street and forward funded the acquisition. Architectural and structural drawings and a budget allowance were completed in February 2026. Phase 1 will remodel the first floor to create a Town Council meeting room and is funded by two Maryland Department of General Services Local Bond Initiative grants, 26-433 for $292,000 and 26-818 for $100,000, totaling $392,000. A request for bids has been issued, and bid awards for Phase 1 are planned for the November 12, 2026 Town Council meeting. Phase 2 will stabilize the building, repair the roof and envelope, and repave and light the parking area for shared public use. The Town filed a Strategic Demolition Fund request for $561,801.05 (SDF-2028-NewMarket-00176) in August 2026, and DHCD has advised that a decision is expected in mid-December. Phase 3 will convert the front yard to a public pocket park.

Partners: Maryland DGS, the Frederick County Delegation, DHCD, the Town Engineer and project architect.

Impact: The Town now owns a facility that can meet current and future needs, and the project anchors the Town's strategy to repurpose and activate civic properties inside the district.

Accomplishment 5: Housing diversity and upkeep

Outcome: More housing choice and better maintained existing homes.

Projects: The Town adopted an accessory dwelling unit ordinance on September 10, 2026 and prepared a draft master plan update, which at page 36 documents the Town's housing mix and recommends further flexibility in housing types. Today the Town's housing is 93 percent single family detached homes, 4.3 percent townhomes in the Brinkley Manor planned development, 1.85 percent duplexes, including five pairs of homes in the Historic District, and 0.53 percent multifamily units in non-residential buildings in the RM zone. No accessory dwelling units have been built yet. Once the 1,533 units in the current development pipeline are built, the mix will be 49 percent single family detached homes, 43 percent townhomes and attached villas built for seniors, 7.2 percent multifamily, including 150 affordable apartments for seniors, and 0.48 percent duplexes, including three new duplex pairs on Main Street. The Residential Preservation and Accessibility Program (CL-2026-NewMarket-00332) supports upkeep of income qualified and senior households.

Partners: Planning Commission, Town Council, Frederick County, and private developers.

Impact: The housing stock is broadening beyond single family subdivisions. The unit mix shifts from 93 percent single family detached homes toward a blend that includes townhomes, senior villas and affordable senior apartments. No ADUs are in the pipeline yet, so the ordinance has not yet produced units.

Descriptive Narrative: Please use this section to describe any major outcomes or projects from your last Sustainable Communities Action Plan that have NOT been accomplished and why.

Outcome: Reuse of the former Town Hall at 39 West Main Street
Narrative: The Town has not repurposed the former Town Hall. Unresolved deed restrictions have kept the project on hold. The Town intends to resume planning once the deed issues are resolved and will consider the Strategic Demolition Fund and other State resources at that time.

Outcome: Tree canopy inventory, public forest conservation sites, and I-70 forest buffer
Narrative: These items have not started. The Town was waiting on the new State forest conservation regulations and a town-wide forest cover benchmark from the Department of Natural Resources. The Town has since adopted its 2026 Forest Conservation ordinance and carries the remaining items forward. Street trees planted by the State Highway Administration

on Main Street, now owned by the Town, were unsuitable species and many have been lost, which adds replacement to the next plan.
Outcome: Zoning update, bypass completion, solar pilot, and blacksmith building public access Narrative: The review and update of Town regulations was not done in the prior period and is budgeted to begin in 2026 and 2027. The alternative route around Main Street is in final design with developers and has not yet been built. The pilot program for solar powered enhancements was not acted upon and has been dropped. The blacksmith building has been restored by its owner, and plans for public access were dropped.

Part II: Competitive Funding

Use the rows below to list awards for sustainability or revitalization projects your community has received through the Sustainable Communities designation. Add rows as necessary.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Community Legacy (CL):	DHCD	$200,000 awarded		Four awards of $50,000 each: CL-2022-NewMarket-00446, CL-2023-NewMarket-00072, CL-2024-NewMarket-00590 (façade rounds) and active award CL-2026-NewMarket-00332 (Residential Preservation and Accessibility Program), under which no funds have been expended to date.
Strategic Demolition Fund (SDF):	DHCD	$0 received to date		The FY2026 request, SDF-2026-NewMarket-00134, was not awarded. The Phase 2 request, SDF-2028-NewMarket-00176, for $561,801.05 is pending, with a decision expected mid-December 2026.
Maryland Facade Improvement Program (MFIP)	DHCD	$50,000 total		MFIP-2026-NewMarket-00351 ($25,000) and MFIP-2027-NewMarket-00351-A1 ($25,000), administered with the New Market Civic Partnership.
Operating Assistance Grant (OAG)	DHCD	$0 received		
National Capital Strategic Economic Development Fund (NED)	DHCD	Not applicable		
Safe Routes to School:	MDOT	$0 received		The Town received no federal grant. Federal funds supported the county led intersection project at Old National Pike, Wainscott Drive and Quaker Way, which is complete.
Bikeways Network Program:	MDOT	$0 received		
Sidewalk Retrofit Program:	MDOT	$0 received		
Water Quality Revolving Loan Fund:	MDE	$0 received		Notice of Intent for coverage under the new general discharge permit to be submitted.
Other Funding Programs: *examples are U.S. HUD Community Development Block Grants (CDBG), or grants from USDA, EPA, Appalachian Regional Commission, Chesapeake Bay Trust, Maryland Heritage Areas Association, Preservation Maryland, Safe Routes to School, Maryland Rural Development Corporation, Maryland Energy Administration, Maryland Department of Natural Resources, etc.* *Please add more rows if necessary				
Maryland DGS Local Bond Initiative 24-501	$50,000		Event Barn Pavilion. Not tied to the designation.	
Maryland DGS Local Bond Initiative 24-619	$50,000		Event Barn Pavilion. Not tied to the designation.	
Maryland DGS Local Bond Initiative 26-433	$292,000		Phase 1 interior renovation of the new Town Hall at 90 West Main Street.	
Maryland DGS Local Bond Initiative 26-818	$100,000		Phase 1 interior renovation of the new Town Hall. LBI total for the Town Hall is $392,000.	
DNR Local Parks and Playgrounds Infrastructure LPPI-10-5	$240,000		Event Barn Pavilion. Fully reimbursed.	

DNR Community Parks and Playgrounds CPP 7716-10-502	$100,000		Companion funding for the Event Barn pavilion and restrooms. Fully reimbursed.	
Speed camera program revenue (local)	$356,650 last fiscal year		Local funds directed to public safety improvements.	

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

Yes. Several priorities in the new action plan have no clear dedicated State funding source. Public parking in the historic district is the largest gap. The Town needs to expand parking at the Community Park and at the new Town Hall to serve the Main Street businesses and the Event Barn, and no program fits that need directly outside of the Strategic Demolition Fund request now pending. The second gap is pedestrian and bike links and the lighting of alleys and paths in the older part of the district. The third is replacement of street trees lost on Main Street and a canopy program for public land. The fourth is site amenities that support the Event Barn, including lighting, planting and recreation features. The fifth is replacement of the Main Street lamp posts with posts that can carry power, banners and seasonal lighting. Finally, the Town would like façade funds to be allowed for ADA accessible restrooms, and would like to know whether any program can support that use.

SECTION C - SUSTAINABLE COMMUNITIES ACTION PLAN

Town of New Market

Environment

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

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

Strengths	Weaknesses
• The first two phases of the Main Street public safety plan are largely built, including bollards, alley revisions and crossings near both school entrances. • The former fire pond was converted to step pools and the north alley was improved for stormwater in 2021. • The Wainscott Drive and Quaker Way intersection with Old National Pike was improved for a safer route to school. • The Town adopted a 2026 Forest Conservation ordinance.	• Gaps remain in the pedestrian and bike network, and the alleys and connecting paths are not lit. • Older subdivisions built before modern stormwater and forest rules do not contribute to watershed health. • The Town does not yet monitor water quality while its MS4 permit coverage is pending. The Maryland Department of the Environment issued a tentative determination on October 30, 2026 for Small MS4 General Discharge Permit No. 26-IM-5500, which identifies the Town as eligible for coverage. Public comment is open through January 28, 2027, and the Town intends to submit its Notice of Intent. The water resource section of the master plan update awaits adoption. • Many street trees planted by the State on Main Street were unsuitable species and have been lost, and no town-wide forest cover benchmark exists.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: A safe, connected pedestrian and bike network in the district. **Progress Measures:** Phases of the Main Street public safety plan constructed; linear feet of sidewalk, path and alley lighting added; crossings improved; grant dollars secured for Phase 3.	**Strategy A:** Decide the locations of and install the remaining curb extensions from the second phase, complete the third update to the phased Main Street public safety plan, adding the alleys and new sections of Main Street, and seek grant funds, with speed camera revenue as local match. **Strategy B:** Adopt a prioritized district pedestrian and bike network plan within the master plan update, and correct gaps with County, State and developer partners. **Strategy C:** Build the remaining parking expansion at the Community Park and light the alleys and paths that link to Main Street.	Town Council, Planning Commission, Town Planner, Town Engineer, Frederick County, MDOT SHA, DHCD, private developers.
Outcome 2: Better stormwater quality and fewer runoff and flooding problems in the district. **Progress Measures:** MS4 permit coverage obtained and monitoring begun; master plan water resource section adopted; Main Street drainage easements transferred to the Town; stormwater practices included in each site project.	**Strategy A:** Submit the Notice of Intent and begin municipal water quality monitoring once MS4 permit coverage is in place. **Strategy B:** Adopt the water resource section of the master plan update, with a public hearing scheduled for December 3, 2026.	Town Council, Town Engineer, Maryland Department of the Environment, MDOT SHA, Frederick County.

	Strategy C: Request transfer of the SHA stormwater management easements for Main Street drainage to the Town, and include stormwater and site improvements in parking and civic building projects.	
Outcome 3: A larger and healthier tree canopy in the district. **Progress Measures:** Baseline forest cover benchmark established; number of Main Street trees replaced; acres of public open space planted.	**Strategy A:** Implement the 2026 Forest Conservation ordinance. **Strategy B:** Replace lost Main Street trees with suitable species and identify forest conservation sites on public open space, including the open space the Town acquires. **Strategy C:** Work with DNR to set the town-wide forest cover benchmark and study buffers and sound barriers along I-70.	Town Council, Town Engineer, Department of Natural Resources, Chesapeake Bay Trust.

Economy

This section is centered on economic growth and management.

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

Strengths	Weaknesses
• Three new food related businesses opened on Main Street. • A tap fee grant program is in place and has made one award. • The Event Barn opened in 2026 and an events coordinator is in place. • New construction and renovation in the pipeline will add space for 20 to 30 businesses. • The Town owns a new Town Hall at 90 West Main Street.	• Zoning for the district limits the range of businesses that can locate there. • The Town dropped its Main Street Connected level designation because of insufficient business participation and no one to run the program. • The former Town Hall at 39 West Main Street is not in use because of unresolved deed restrictions. • Town-owned civic buildings are underused or too small for current needs.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: A broader commercial base on Main Street. **Progress Measures:** New businesses opened; façade projects completed; tap fee grants awarded; square feet of commercial space added.	**Strategy A:** Continue the façade grant program, and ask DHCD whether funds may cover ADA accessible restrooms. **Strategy B:** Update district zoning in 2026 and 2027 to allow a wider array of businesses. **Strategy C:** Work with developers and owners to place food related businesses in planned new buildings and remodeled existing buildings, and encourage mixed use infill.	DHCD, New Market Civic Partnership, Planning Commission, Town Planner, property owners, developers.
Outcome 2: A steady calendar of events that brings visitors to the district. **Progress Measures:** Events held per year; attendance; Event Barn bookings.	**Strategy A:** Operate the Event Barn with the events coordinator. **Strategy B:** Improve parking and lighting at the Community Park to support evening and large events. **Strategy C:** Promote the Town with the Heart of the Civil War Heritage Area and the Historic National Road corridor.	Town Council, events coordinator, New Market Civic Partnership, heritage area partners.
Outcome 3: Underused Town-owned civic buildings are repurposed and activated. **Progress Measures:** Phases completed at 90 West Main Street; status of 39 West Main Street; public meeting and shared use hours.	**Strategy A:** Renovate the new Town Hall at 90 West Main Street in phases: Phase 1 first floor meeting space with LBI funds; Phase 2 building stabilization and envelope repair, roof repair, parking and site improvements; Phase 3 front yard pocket park. **Strategy B:** Repurpose underused Town-owned civic buildings and use Strategic Demolition Fund resources where eligible, including the pending $561,801.05 request, SDF-2028-NewMarket-00176. **Strategy C:** Resume reuse planning for 39 West Main Street, which is inside the district, once the deed issues are resolved.	DHCD, Maryland DGS, Frederick County Delegation, Town Council, Town Engineer, project architect.

Transportation

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

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

Strengths	Weaknesses
• The Town added public parking at 40 South Alley and along 5th Alley in 2023, with solar lighting at the 40 South Alley lot in 2023. • Main Street crosswalks were restriped with wider reflective material, a new crosswalk with advance signage was added at Prospect Street in 2026, and the brick paver sidewalk was repaired for ADA compliance. • The alternative route around Main Street is in final design. • The draft master plan assesses public parking supply.	• Public parking is short in the historic district, especially near the Community Park, the Event Barn and the Main Street businesses. • Through traffic still uses Main Street. • South Alley does not yet connect to the new Town Hall site.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Enough public parking to support the businesses, civic buildings and Event Barn in the historic district. **Progress Measures:** Public spaces added; lots opened for shared public use; ADA spaces provided.	**Strategy A:** Parking expansion in the historic district: expand the Community Park lot off South Alley. **Strategy B:** Repave and sign the 90 West Main Street lot for shared public use, with 56 spaces including 3 ADA spaces, as part of the pending Strategic Demolition Fund request. **Strategy C:** Extend South Alley toward the new Town Hall and pursue shared public parking on the fire station site.	Town Council, Town Engineer, DHCD, Frederick County, owner of the fire station site.
Outcome 2: Less through traffic and safer speeds on Main Street. **Progress Measures:** Phases of the safety plan built; bypass design and construction milestones; speed violations; signage installed.	**Strategy A:** Continue traffic and speed enforcement on Main Street, and apply excess speed camera funds to public safety projects. **Strategy B:** Advance the bypass with the developer and extend the alley network for trip dispersal, and update access management regulations. **Strategy C:** Add signage to encourage commuters to use the new route once it opens, with the developer, County and State.	Town Council, Town Engineer, developers, Frederick County, MDOT SHA.

Housing

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

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

Strengths	Weaknesses
• Façade grants and the Residential Preservation and Accessibility Program have supported upkeep of buildings and homes. • The Town adopted an accessory dwelling unit ordinance. • The draft master plan update addresses housing diversity. • The Town has 537 homes and is adding 1,533.	• Ordinances lack flexibility for a wider range of housing types. • Residential assistance is limited to income qualified and senior households. • Rapid growth strains Town services and facilities.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: Well maintained existing homes and buildings. **Progress Measures:** Number of homes and buildings improved; grant dollars and private match.	**Strategy A:** Keep the façade grant program and the Residential Preservation and Accessibility Program going. **Strategy B:** Use housing quality data in the master plan update to guide targeted upkeep efforts.	DHCD, New Market Civic Partnership, property owners.
Outcome 2: A more diverse housing stock. **Progress Measures:** ADUs permitted; new housing types approved; ordinances revised.	**Strategy A:** Implement the adopted ADU ordinance. **Strategy B:** Revise ordinances for more flexibility, as recommended in the draft master plan. **Strategy C:** Coordinate new housing with parking, civic facility and stormwater projects.	Planning Commission, Town Council, Frederick County, developers.

Community Health and Quality of Life

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

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

Strengths	Weaknesses
• The Event Barn opened in 2026. • The Community Park and the historic district give the Town gathering places. • The blacksmith building has been restored by its owner.	• The Event Barn site needs expanded parking and better lighting. • Planned Main Street streetscape enhancements are not done. • The existing direct burial fiberglass lamp posts on Main Street cannot hold banners or lit seasonal decorations and blow down in the wind. • The former Town Hall at 39 West Main Street remains unused.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: A Community Park and Event Barn that serve residents year round. **Progress Measures:** Parking spaces added; lighting installed; recreation amenities and plantings added.	**Strategy A:** Add parking and site lighting at the Community Park. **Strategy B:** Add recreation features such as pickleball courts, and plantings. **Strategy C:** Link the park to Main Street with lit paths.	Town Council, Town Engineer, DNR (Program Open Space and Community Parks and Playgrounds), DHCD.
Outcome 2: A more attractive and welcoming Main Street and civic core. **Progress Measures:** Lamp posts replaced; pocket park built at 90 West Main Street; alley and path lighting installed.	**Strategy A:** Replace the direct burial fiberglass lamp posts on Main Street with posts that have an electrical outlet and can hold banners and lit seasonal decorations, as requested by the Town Council. **Strategy B:** Build the public pocket park in the front yard of the new Town Hall as Phase 3. **Strategy C:** Complete the remaining Main Street streetscape enhancements and light the alleys and pedestrian links.	Town Council, Town Engineer, DHCD, Maryland DGS.

Local Planning and Staffing Capacity

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

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

Strengths	Weaknesses
• A draft master plan update is under review. • The Town has adopted an ADU ordinance and a 2026 Forest Conservation ordinance. • The Town has a planner, clerk, clerk-treasurer and grant consultant.	• Review and update of the Town's regulations has not been done. • The water resource element is not funded. • Staff capacity is thin compared with the growth the Town is absorbing.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
Outcome 1: An adopted master plan and updated regulations that carry out the action plan. **Progress Measures:** Master plan adopted; zoning and development regulations amended; water resource element adopted.	**Strategy A:** Finish and adopt the draft master plan update. **Strategy B:** Review and update the zoning and development regulations, budgeted to begin in 2026. **Strategy C:** Seek funding for the water resource element and for added planning capacity.	Planning Commission, Town Council, Town Planner, Frederick County, Maryland Department of Planning.

SECTION D - SUSTAINABLE COMMUNITIES WORKGROUP ROSTER

The Workgroup roster below lists the Town officials, staff and partners who reviewed the 2021 plan, reported on accomplishments, and updated the five-year action plan. Their input was gathered through the Town master plan update process rather than through separate Workgroup meetings. Additional New Market Civic Partnership board members may be added before submission.

Name	Title / Affiliation	Role
Winslow F. Burhans III	Mayor, Town of New Market; owner, Burhans Cabinetry	Chair; authorized official
Kevin DeLany	Councilmember; Planning Commission Liaison	Workgroup member
Nicole Moravy	Councilmember	Workgroup member
Michaela Mueller	Vice President of Council	Workgroup member
Kristina Trunnell	Councilmember	Workgroup member
Howard Wilson	Councilmember; owner, New Market winery	Workgroup member
Michelle Mitchell	Town Clerk	Primary contact; staff
Heather Saxon	Clerk-Treasurer	Financial records; staff
Deb Butler	Transition Clerk-Treasurer	Training Clerk-Treasurer; staff
Patricia Faux	Town Planner	Plan author; staff
Kathyrn Gratton	Grant Consultant, Red Lips Mentor, LLC	Grants and compliance
Anthony Bruscia	Chair, Planning Commission	Workgroup member
Brooke Donahue	Vice Chair, Planning Commission	Workgroup member
Arnold Alcantar	Alternate Vice Chair, Planning Commission	Workgroup member
Robert Slivinsky	Planning Commission Member	Workgroup member
Chris Weatherly	Planning Commission Member	Workgroup member
Carole Miller	Event & Pavilion Coordinator	Staff
Steve Pippin	New Market Civic Partnership, Inc.	Local program delivery for MFIP and CL
Phil Gamble	Business owner, CBS contractor	Workgroup member

SIGNATURE LETTER

On behalf of the Town of New Market, I hereby approve the application for renewal of the Sustainable Communities designation for the Town of New Market. I understand that the Disclosure Authorization and Certification from the original Sustainable Communities application continues to apply to the applicant local government, and as such the applicant agrees that not attaching an objection constitutes consent to the information being made available to the public, and a waiver of any rights the applicant may have regarding this information under Maryland's Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland.

I also confirm that I am named or a former holder of my current title is named as an authorized official for the Sustainable Communities designation for my local government in the Local Government Authorization submitted with the original application.

_____

Authorized Signature

_____

Winslow Burhans, III Mayor

_____

Date