

The Town of New Market



October 1, 2026

TO: The Mayor and Town Council
FROM: Town Staff: Pat Faux, Zoning Administrator/ Town Planner and Grants Administrator, Kathryn Gratton
RE: **Briefing on Required application for Sustainable Community Program Renewal**

Kathryn Gratton and I are currently preparing an application to the Maryland Department of Housing and Community Development (DHCD) to renew our status as designated Sustainable Community. The application is due on November 16th. We will send out a copy of the final draft application about 10 days before the November 12th Town Council meeting. We will request final approval and signature on a resolution supporting both the boundary designation and Action Plan on November 12th. We request that council members and community members send any comments and suggestions for added plan elements to me by October 26th.

This Renewal is required for:

1. Approval of our pending \$561,801.05 Strategic Demolition Fund request (SDF-2028-NewMarket-00176). This grant would fund Phase 2 improvements at 90 West Main St. The Town was notified this week that our request has advanced to public comment review stage. We expect a decision in mid-December. Our request remains under review as long as our renewal application is on file, so the November 16 expiration date does not affect the decision on that application. DHCD will check to see whether the updated action plan is clearly consistent with this grant request.
2. Continuance of our two façade grant programs, run by the New Market Civic Partnership. These two programs -(CL-2026-NewMarket-00332 and MFIP-2026-NewMarket-00351) - offer matching grants to owners of existing residential and commercial properties in our Sustainable Community District (see map).
3. As a prerequisite for a range of other state grant requests that we hope to pursue over the next five years.

Our draft application includes a 5-year action plan for state grants and reports on progress over the past 5 years. It adds 90 W Main St. to the Plan. It pulls relevant recommendations from the draft master plan update and retains yet to be done items from the previous plan. It includes strategies and actions that support possible grants for:

- "Improvements to civic buildings and properties at 90 W Main St, including building stabilization and envelope repair, public parking, and site improvements, and possibly at 39 W Main St." Our application also cites parking expansion in the historic district and repurposing underused town-owned civic buildings as plan strategies, so those words will appear in the plan.
- Continuation/evolution of grant programs to support reinvestment in existing buildings in the SD district.
- Improvements to Main St, the alley network, sidewalk and trails and the public parking supply.
- Improvements to town-owned parks, street trees, forested areas and storm water facilities.
- It will add an item to plan for long-term leases of two town owned parcels on either side of the post office.

The maps in draft master plan appendix identify many of the elements listed above.

https://www.townofnewmarket.org/town_hall/codes_plans_maps/new_market_master_plan_2026.php

Here is link to the state website for more information of the program's goals and requirements

<https://dhcd.maryland.gov/neighborhood-revitalization/sustainable-communities>. All grant requests must be for projects located in our approved Sustainable Community District.