

**Maryland Department of Natural Resources
Program Open Space (POS) Local Grant**

Development & Capital Renewal Application and Project Agreement

POS PROJECT #

POS 8072-10-546

(DNR Use Only)

1. PROJECT INFORMATION: Please fill out all sections of the form completely unless otherwise indicated.

PARK NAME Middletown Heritage Park

PROJECT NAME Heritage Legacy Tree Sidewalk and Benches

2. PROJECT LOCATION: Please identify all applicable parcels.

Street Address: 30 West Main St

MD Legislative District 4

City/Town Middletown

County Fredrick

Zip Code 21769

County Tax Map 065B

Grid 8

Parcel 0827

Lot _____

SDAT Account Identifier 03-129829

District-Subdivision-Account Number or Ward-Section-Block-Lot (as applicable)

3. PROJECT DETAILS:

a. Type of project: Development X Capital Renewal _____

b. Is this project located in a Priority Funding Area (PFA)?

Yes X No _____

If this project is not in a PFA, does it serve population from more than one PFA?

Yes _____ No _____

c. Is this project constructing an indoor facility? (If 'Yes', please answer the following)

Yes _____ No X

i. Is the indoor facility 7,500 square feet or greater?

Yes _____ No _____

ii. If this is an indoor facility and the facility is 7,500 square feet or greater, please acknowledge the following:

iii. The facility will meet the equivalent of LEED Green Building Rating System Silver rating.

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iv. The facility will incorporate the nonstructural site design practices in the Maryland Stormwater Design Manual in COMAR 26.17.02.

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d. Is this project located within a Coast Smart Climate Ready Action Boundary?

Yes _____ No X

<https://mdfloodmaps.net/CRAB/> (If 'Yes', please answer the following)

i. Is the total cost of this project \$500,000 or greater?

Yes _____ No _____

ii. Does this project include a structure? For the Coast Smart Construction Program, a "structure" is defined as a walled or roofed building; a manufactured home; or a gas or liquid storage tank that is principally above ground.

Yes _____ No _____

iii. If this project is located within a Coast Smart Climate Ready Action Boundary, is \$500,000 or greater, and includes a structure, it may be subject to the Coast Smart Siting and Design Criteria. Please review the Coast Smart Construction Program document, and fill out and submit with your application the Coast Smart Project Screening Form in Appendix A: <https://dnr.maryland.gov/climateresilience/Documents/2020-Coast-Smart-Program-Documents/FINAL.pdf>. Note that this form is still required even if the project qualifies for a categorical exemption.

iv. A waiver may be requested from one or more of the specific Siting or Design Criteria. To request a Waiver Consideration, please fill out and submit with your application the Coast Smart Criteria Waiver Form in Appendix B of the Coast Smart Construction Program document:

<https://dnr.maryland.gov/climateresilience/Documents/2020-Coast-Smart-Program-Documents/FINAL.pdf>

v. Please acknowledge that the project will meet any Coast Smart Siting and Design Criteria, as applicable.

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- e. Please describe the public access that will be available on the property and note any restrictions or limitations, both prior and subsequent to park development:

Existing park in the downtown area that is accessible to all via sidewalks and roadways. No restrictions.

- 4. PROJECT DESCRIPTION:** Descriptions are written into the agenda item, which is presented to the Maryland Board of Public Works for approval. Please explain the proposed project and be specific. Why is it being done and how does it relate to local recreation needs? Is it a new development, does it build upon an existing facility, or is it a capital renewal project? Provide all of the information that you feel is necessary to explain and justify the project. Attach a separate sheet, if necessary.

The Town of Middletown acquired (POS #7643-10-492) this lot in 2024 after leasing it for several years. The Town planted a 250th Anniversary Legacy Elm Tree in Heritage Park in late March. The proposed sidewalk will connect the park's history exhibits to the proposed tree ring area. A widened section of the walkway will accommodate two benches, creating a comfortable place for visitors to sit, relax, and reflect on the site's history. Both the sidewalk and the tree ring area will feature stamped, colored concrete designed to complement the existing pavers and brick-stamped concrete along Main Street.

- 5. PROJECT PERIOD:** From: 8/25/2026 Date of Letter of Acknowledgement or Letter of Concurrence (DNR Use Only)
To: December 2026 Estimated Date of Completion (Must be filled in by Applicant)

Please provide a provide a proposed development schedule:

Design Start Date (if applicable) _____ Design End Date _____
Construction Start Date December 1 2026 Construction End Date December 31 2026

- 6. ITEMIZED DETAILED COST ESTIMATE:** Round to the nearest dollar.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COST
1	Excavation, stamped concrete, formwork, aggregate base.	\$15,872.00
2	Cast Iron and Steel Benches	\$2,528.00
	TOTAL DEVELOPMENT COSTS:	\$18,400

- 7. PROJECT FUNDING:**

POS FUNDS REQUESTED: \$ \$16,560.00 90 %
PRIOR POS FUNDS APPROVED: \$ _____ %
LOCAL FUNDS: \$ \$1,840.00 10 %
OTHER FUNDS: \$ _____ % (Specify Source/Type) _____
TOTAL PROJECT COST: \$ \$18,400.00 100 %

- 8. FEDERAL FUNDS:** (check one of the options below)

- a. The Applicant certifies that it has received Federal funds for this project. _____

Please indicate type of Federal fund received and amount: _____

- b. The Applicant certifies that it has not received Federal funds for this project. X

9. APPLICANT INFORMATION: Note that the Applicant is also the County or Municipality that will be receiving the funding at reimbursement.

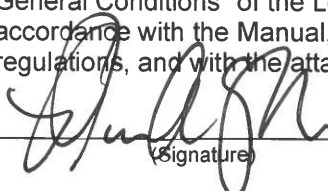
APPLICANT Town of Middletown

APPLICANT'S
FEDERAL ID # 52-6003394**10. LOCAL PROJECT COORDINATOR:**

Bruce Carbaugh	Director	Public Works	Town of Middletown	
(Print Name)	(Title)	(Department)	(Organization)	
31 W Main St		Middletown	MD	21765
(Mailing Address)		(City)	(State)	(Zip)
301-371-6171	301-748-4305	bcarbaugh@ci.middletown.md.us		
(Phone Number)	(Mobile Number)	(Email Address)		

11. LOCAL GOVERNMENT AUTHORIZATION:

As the authorized representative of this Political Subdivision, I have read the terms of the "Project Agreement and General Conditions" of the Local Program Open Space (POS) Grants Manual and I agree to perform all work in accordance with the Manual, POS Law and Regulations, all applicable Local, State and Federal statutes and regulations, and with the attachments included herewith and made a part thereof.

	Bruce A. Carbaugh	Dir. Of Public Works / Town of Middletown	8/25/2026
(Signature)	(Print Name)	(Title/Organization)	(Date)

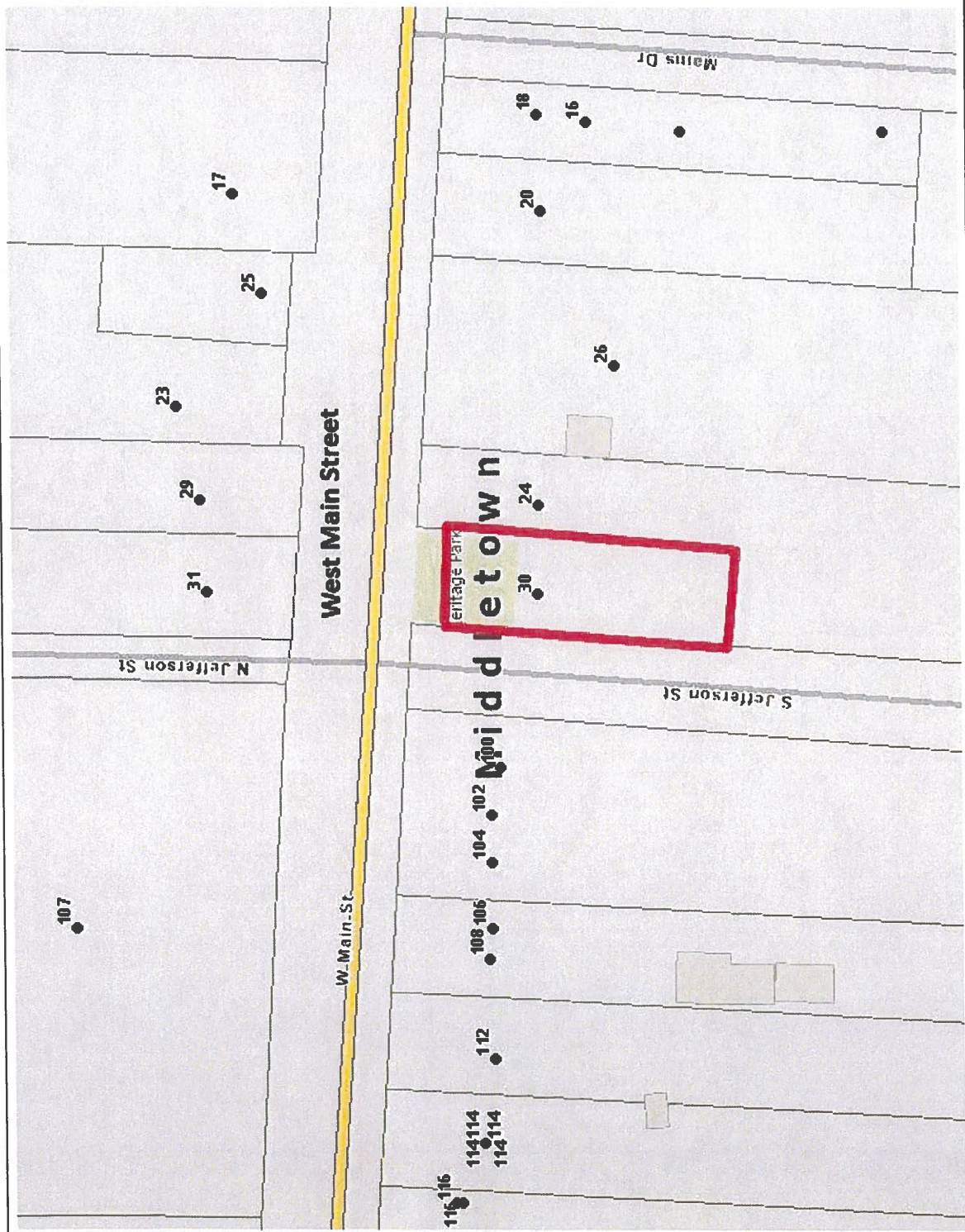
PROGRAM ADMINISTRATIVE REVIEW: (DNR Use Only)

ON-SITE INSPECTION: DATE _____ BY _____

DEPARTMENT OF NATURAL RESOURCES – PROGRAM OPEN SPACE APPROVAL:

(Signature)	(BPW Approval Date)	(BPW Agenda Item Number)
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- Fire Stations
- Golf Courses
- Libraries
- MARC Rail Stations
- Police
- Post Office
- Frederick County Boundary
- Surrounding Counties
- Maryland
- <all other values>



While efforts have been made to ensure the accuracy of this map, Frederick County accepts no liability or responsibility for errors, omissions, or positional inaccuracies in the content of this map. Reliance on this map is at the risk of the user. This map is for illustration purposes only and should not be used for surveying, engineering, or site-specific analysis.

9/29/2025

NAD, 1983_StatePlane_Maryland_FIPS_1900, Feet

Feet

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1:601

MIDDLETOWN PLANNING AND ZONING DEPARTMENT

MIDDLETOWN, MARYLAND

To: Bruce Carbaugh, Middletown Director of Public Works
From: JJ Hartner, Middletown Staff Planner & Zoning Administrator
Date: August 25, 2026
RE: Heritage Park Improvements

I have reviewed the proposal to add the sidewalk and benches to Heritage Park located within the corporate limits of the Town of Middletown and would offer the following recommendation: The Heritage Community Park is consistent with the adopted Middletown Comprehensive Plan (March 25, 2024). The park consists of 3,152.70 square feet of recreational land that was acquired on March 8, 2024, for use as a public park. It is located at 30 West Main Street, adjacent to US Route 40-A, which is an All American Scenic Byway. The zoning classification for the park is designated in the Comprehensive Plan as Town Commercial, and its existing use includes active as well as natural amenities. The park currently has access to public water and sewer utilities provided by the Town of Middletown. The park consists of a linear setting that is accessed from Main Street US Rt. 40-A or Jefferson Street.

Adding the sidewalk and benches to the park would promote initiatives and goals outlined in Middletown's Comprehensive Plan. Chapter 5 of the Middletown Comprehensive Plan, entitled Transportation, includes the following goals that would benefit from a sidewalk and benches at Heritage Park:

1. Transportation Goals:

"Reduce congestion and encourage environmentally friendly forms of transportation including walking, biking, and ride sharing."

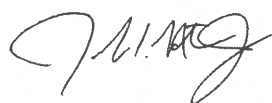
Adding a sidewalk and benches at Heritage Park would provide an additional option for environmentally friendly forms of transportation in addition to providing a resting place for those that are engaging in environmentally friendly forms of transportation.

2. Executive Summary Goals:

"Consider transit, bicycle, and pedestrian improvement requirements . . ."

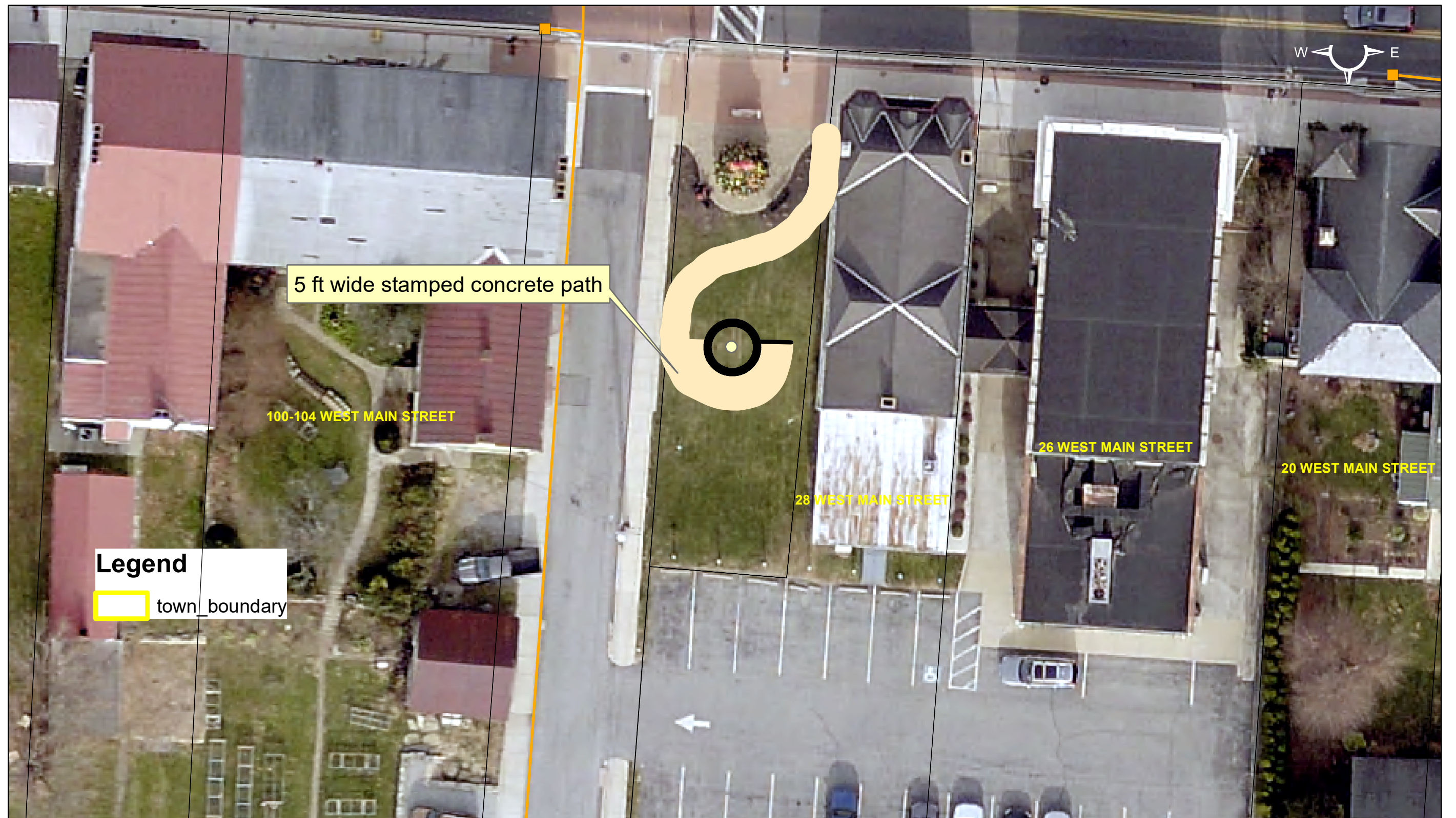
Again, adding a sidewalk and benches at Heritage Park would provide an additional option for environmentally friendly forms of transportation in addition to providing a resting place for those that are engaging in environmentally friendly forms of transportation, greatly improving the quality of life for those engaged in those forms of transportation.

The Middletown Department of Planning and Zoning recommends installation of the proposed sidewalk and benches at Heritage Park since it is in harmony with the policies and goals outlined in the Middletown Comprehensive Plan as listed above.



JJ Hartner
Middletown Staff Planner
& Zoning Administrator





HERITAGE LEGACY TREE PATH POS 2026
Town of Middletown - Frederick County
scale 1=20