



Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

American Community Properties Trust

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Land development and property management

Member since October 2009

Management And Leadership

Environmental Team

The American Community Properties Trust (ACPT) environmental team is headed by VP Human Resources, Michelle Aughinbaugh, and is comprised of a committee of ten employees who review company policies and make recommendations for improving environmental efficiency. The committee meets monthly.

Environmental Policy Statement

ACPT aspires to create a green culture within its organization as an example for businesses, community members, employees, and government officials. It is our goal to develop model policies encouraging conservation and environmental sensitivity that will become the standard for other businesses to follow.

Annual Environmental Goals

While we understand creating a green culture takes time, we have already begun to put many procedures in place and have identified others that will follow. This plan includes changes in operations and educational outreach to elected officials, residents and employees. The environmental team organized actions and goals in several areas:

- 1. Move to a paperless environment*
- 2. Mandate recycling, green thinking and energy savings in our offices and at our apartment properties.*

3. *Outreach to Government Officials.*
4. *Educate Employees*
5. *Community Outreach*
6. *Transportation*
7. *Miscellaneous*

A complete copy of our plan is available upon request.

Environmentally Preferable Procurement

We purchase recycled supplies as much as possible and use recycled carpet when changing out a unit. Business cards and other documents are printed on paper certified by the Sustainable Forestry Initiative. We have added language to all contracts that require contractors to have a written plan in place to minimize construction material waste and recycle to the maximum extent possible (Note: this is a requirement with LEED certification). We have also added language to all contracts that requires contractors to utilize recycled materials whenever possible. Additionally, our cleaning company uses non-toxic cleaning products.

Environmental Restoration or Community Environmental Projects

ACPT will be launching a green development initiative for the community of St. Charles in October 2009 that will introduce enhanced recycling and other new practices. We have created an internal E-newsletter to educate employees on our green policies and procedures, which will also provide semi-monthly tips on how to reduce your carbon footprint at home and at work. We will be sharing this newsletter with residents and plan to provide further education on "How to be Green" at all upcoming "Live the Good Life" events.

We are also beginning to work with existing neighborhood associations and residents to increase energy efficiency and water usage in existing homes and neighborhood centers. As part of this, we will we plan to identify and apply for various grant funds.

Waste

Solid Waste/Material Use Reduction and Reuse

We are moving aggressively toward a paperless environment and have been implementing IT systems upgrades and uploading forms and other documents to prepare for this transition. We have also stopped purchasing paper plates and plastic utensils. Our employees bring dishware from home.

Recycling

We have a new recycling plan developed by Waste Management for paper, glass, plastic, and aluminum recycling at our properties and our workplace and have placed additional recycling containers throughout the office. By shredding and recycling paper, ACPT has saved over 1,250 trees this year. Recycling will be implemented at most of our 15 apartment properties in St. Charles, MD sites by December 31, 2010. Initially there will be four test sites. Operations has also secured the appropriate boxes for the recycling of fluorescent lighting.

Energy

Energy Efficiency

We turn off computers and power strips when leaving work and turn off lights when leaving the office for more than 15 minutes. We have also installed photo cells so lights do not stay on all day. ACPT has installed a Cool Sentry energy monitoring program in conjunction with SMECO at 182-unit Gleneagles Apartment property.

Transportation

Employee Commute

We offer flexible work schedules to employees (working from home, working a compressed work schedule). We also promote carpooling when possible and the purchase of fuel efficient vehicles.

Efficient Business Travel

We hold staff meetings via WebEx.

Water

Water Conservation

When switching out a unit in the 2,200 apartments we manage in St. Charles, we will install shower heads with water saver seals to lower water flow. We are also in the process of installing water efficient sink aerators. New energy efficient washing machines are being installed at Huntington, Smallwood Gardens, Lakeside and Brookside apartment properties in St. Charles—approximately 500 apartment units.

As toilets are replaced, we will install water saver toilets that use 1.6 gallons per flush.

Green Building

LEED Gold

In 2010 we will be moving to a company-owned building that will be LEED Gold certified for Commercial Interiors. By March 2010, we plan to have added language to all land sale contracts that any structure built on land sold by St. Charles must be at a minimum LEED certified equivalent. We also plan, to the maximum extent possible, to revise all existing architectural covenants, declarations, and associated neighborhood documents to include environmental standards for design of new construction projects. Finally, we have also educated our own construction workforce on the use and benefits of utilizing Integrated Delivery (IPD) and a Building Information Modeling (BIM) system to minimize environmental impacts from construction.

Profile Updated June 2012



Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.

Learn more at www.green.maryland.gov/registry

