

# Park Summit HOA

## GREEN TEAM ACTION PLAN 2023-2026

In 2022 Park Summit HOA worked with the Environmental Finance Center (EFC) at the University of Maryland and its Sustainable Maryland (SM) program to adopt the SM Residential Action Framework. Sponsored by the Chesapeake Bay Trust with support from the City of Gaithersburg, this framework guides homeowners' and civic associations through a process that increases their awareness of natural resources and watershed protection issues, educates their residents on the importance of community-based sustainability efforts, and encourages action.

Over the course of a year, the EFC project team led community members through a process of identifying and prioritizing shared areas of need, strategies for enhancing collective action, and opportunities for developing projects culminating in a Green Team Action Plan.

The Park Summit Green Team Action plan is a living document that establishes priority actions for the next three years and serves as a tool for Green Team members to stay organized and track progress over time.



### HIGHLIGHTS

#### LOCATION

Muddy Branch Road and Pensacola Drive, Gaithersburg, MD

#### POPULATION

395 households

#### GREEN TEAM ESTABLISHED

2022

#### GREEN TEAM MEMBERS

Jim Walker, Condo and HOA Board Member

Darwin Amaya, HOA Board Member

Michael Krivka, HOA Board Member

Melissa Linton, President, HOA Board

#### GREEN TEAM CONTACT

Maria Nicholas, Property Manager  
maria@vanguardmgt.com

#### PARTNERS

Sustainable Maryland  
Environmental Finance Center  
City of Gaithersburg  
Chesapeake Bay Trust



ENVIRONMENTAL FINANCE CENTER



### Establish/Grow a Green Team

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- SM Framework presentation | Sustainable Maryland | <https://go.umd.edu/cyZ>
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini-grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>

**Progress and Implementation Notes:**

In process as of Fall 2022. Sustainable Maryland provided a Green Team resolution from the Diamond Farm HOA as a template should Park Summit want to formalize their Green Team.

### Conduct a Community Survey

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- SM Green Team Action Plan Template Sustainable Maryland | [Contact SM](#)
- Outreach and Restoration grant (behavior change) | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

**Progress and Implementation Notes:**

The survey could be conducted online and be used to identify and prioritize community interests and opportunities.

### Develop a Green Team Action Plan

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- SM Green Team Action Plan Template Sustainable Maryland | [Contact SM](#)
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

- Community Engagement Mini-grant (for executing water-related projects) | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Advocacy & Stewardship Handbook | Audubon Naturalist Society | <https://bit.ly/3sfWzZ0>
- Homeowner's Guide to Sustainability | Angi | <https://bit.ly/3HZadqq>
- Environment | Community Associations | <https://bit.ly/35lzug8>

**Progress and Implementation Notes:**

In process as of Fall 2022.

## **Establish a Sustainability Resources Center**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

**Progress and Implementation Notes:**

Can be a page added to a future HOA website. HOA will wait until a new website is finalized and a new webmaster is in place.

## **Conduct Sustainability Education and Outreach**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- HOA Covenants for Sustainability | Urban Land Magazine | <https://bit.ly/3HVGej7>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

## **Install A Little Free Library**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Little Free Library | <https://bit.ly/3wqGeo7>

**Progress and Implementation Notes:**

Reach out to SM. They can show Park Summit where there are others in Gaithersburg for inspiration.

## **Partner with Nonprofits or Higher Education Institutions to Help Build Capacity and Provide Technical Assistance (e.g., grant writing, research, etc.)**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Community Engagement and Restoration Mentorship Program | Chesapeake Bay Trust | <https://bit.ly/346360J>

**Progress and Implementation Notes:**

The aim is to help build capacity and provide technical assistance (such as grant writing, research, etc.). Reach out to SM if future opportunities arise and SM can help partner Park Summit with Muddy Branch Alliance, Izaak Walton League, Chesapeake Bay Trust, etc.

## **Coordinate with Neighboring HOAs on Green Initiatives**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Creating Sustainable, Resilient, and Healthy HOAs | CAP Management Denver, CO | <https://bit.ly/3uV6mHd>
- Greening Your HOA | Piedmont Environmental Council | <https://bit.ly/33t1IVw>
- Green Condo and Homeowners Associations: Ideas on Green Initiatives from Across the Country | HOA Leader | <https://bit.ly/3sMCFoN>

**Progress and Implementation Notes:**

Green Teams at Shady Grove 2, Shady Grove 3, and Timberbrook HOAs are all nearby. See map in Attachment A of this report. Contact information for each HOA with a Green Team in the City of Gaithersburg can be found on the [SM website](#).

### Promote Stormwater Management Best Practices

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Stormwater 101 | Gaithersburg | <https://bit.ly/3gHCo14>
- Stormwater Pollution Prevention | Gaithersburg | <https://bit.ly/3Bft51z>
- Types of Stormwater Management Facilities | Montgomery County | <https://bit.ly/3JIHNqF>
- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

### Promote Stormwater Rebate Program Education and Outreach

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

### Schedule Regular Community Cleanup Days

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- How to Organize & Lead Your Clean Up | Alice Ferguson Foundation | <https://bit.ly/3HkJiEY>
- Community Clean Up Event Support | Gaithersburg | <https://bit.ly/3rIWMus>
- City Cleanup Liability Release Form | <https://bit.ly/3rjhZ8m>
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini-grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>

### **Progress and Implementation Notes:**

Park Summit pays a contractor for weekly litter cleanup and has recently added Spring and Fall community bulk trash collection days to reduce incidents of dumping. Consider an annual cleanup, possibly around Earth Day, which can be completed with local volunteers. Consider reaching out to local schools and recruiting students who can use this opportunity to receive Student Service Learning (SSL) volunteer hours. The City of Gaithersburg can provide materials for free.

## **Storm Drain Stenciling**



### **Action Leads:**

### **Target Year:**

### **Estimated Cost and Resource Needs:**

### **Potential Partners:**

### **Potential Resources:**

- Storm Drain Stenciling | Chesapeake Bay Foundation | <https://bit.ly/3J23WKJ>
- Storm Drain Art Project | Gaithersburg | <https://bit.ly/3JcTtMD>
- Keep Montgomery County Beautiful Storm Drain Marking Program | Montgomery County | <https://bit.ly/3ohqBKK>
- Storm Drain Stenciling Action Project |

MD Department of Natural Resources | <https://bit.ly/3okXMx9>

- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

- Community Engagement Mini-grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>

### **Progress and Implementation Notes:**

There are several storm drain inlets within the community. City of Gaithersburg can provide materials. An excellent outreach and education project.

## **Conduct Pet Waste Management Outreach**

### **Action Leads:**

### **Target Year:**

### **Estimated Cost and Resource Needs:**

### **Potential Partners:**

### **Potential Resources:**

- Pet Waste Program Matrix | Sustainable Maryland | <https://bit.ly/3hyGUiS>
- Montgomery County's Pet Waste Management Program for HOAs | Montgomery County | <https://bit.ly/3AUyMIE>

- Outreach and Restoration grant (behavior change) | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

**Progress and Implementation Notes:**

Sustainable Maryland can provide pet waste yard signs in English and Spanish. Additional signage and electronic outreach materials can be provided as well based on community interest and needs.

## Install Pet Waste Stations



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Montgomery County's Pet Waste Management Program for HOAs | Montgomery County | <https://bit.ly/3AUyMIE>

**Progress and Implementation Notes:**

Park Summit installed four pet waste stations in 2021, installed two more in Summer 2022, and is open to more. Pet waste stations are serviced once a week October through March, and twice a week in the Spring and Summer.

## Adopt a Salt Reduction Plan

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Winter Salt Watch | Izaak Walton League of America | <https://bit.ly/3ANKxu1>
- Road Salt Moving Toward the Solution Report | Cary Institute | <https://bit.ly/34vc2MV>
- Road Salt Best Management Practices Fact Sheet | NH Department of Environmental Services | <https://bit.ly/3GmFQbw>
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Winter Maintenance Salt Application Guidelines and Calculator | Saltwise Wisconsin | <https://bit.ly/34Q83dQ>

**Progress and Implementation Notes:**

Specific products and application procedures can help reduce overuse of road salt. The City of Gaithersburg uses brine. Park Summit is interested in working with their current contractor to determine if they can change materials/policies.

## **Install and Maintain Green Infrastructure (e.g., Bioswale, Rain Garden, Pervious Pavers, Green Streets Etc.)**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | [Contact SM](#)
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini-grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Green Streets, Green Jobs, Green Towns (G3) (for project execution) | Chesapeake Bay Trust | <https://bit.ly/3gi85gX>

**Progress and Implementation Notes:**

Includes bioswales, rain gardens, pervious pavers, green streets, rain barrels, etc. Funding and technical assistance for projects can come from the City and nonprofit and/or local watershed organizations.

## **ECO-FRIENDLY LANDSCAPING**

---

### **Adopt and Promote Native Plant Landscaping Practices**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | [Contact SM](#)
- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>
- Outreach and Restoration grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini-grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Green Streets, Green Jobs, Green Towns (G3) (for project execution) | Chesapeake Bay Trust | <https://bit.ly/3gi85gX>
- Landscaping with Native Plants | MD Native Plant Society | <https://bit.ly/3LvJXG3>
- Native Plant Guide | Chesapeake Native Plant Center | <https://bit.ly/3Luq3Lw>

**Progress and Implementation Notes:**

When negotiating new landscaping contracts, Park Summit will advocate for native plants and landscaping. The HOA will also educate residents on the benefits of native plants and landscaping via a future HOA website and newsletters.



## Conduct a Tree Canopy Inventory

**Action Leads:**

**Target Year:** Complete

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Urban Tree Canopy Assessment | U.S. Department of Agriculture Forest Service | <https://bit.ly/3szEGon>
- Guide to Assessing Urban Forests | i-Tree | <https://bit.ly/3ssca88>
- Tree Canopy Assessment | City of College Park | <https://bit.ly/3sCwung>
- Tree Canopy Study | City of Salisbury | <https://bit.ly/3GIE0SO>

**Progress and Implementation Notes:**

Park Summit paid an arborist to conduct a tree inventory. The trees are GPS-marked. This inventory will inform a future tree canopy plan.

## WILDLIFE HABITAT

---

### Coordinate an Annual Bio Blitz

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- BioBlitz Program | National Geographic Society | <https://bit.ly/3HlH9c5>
- Sponsorship Program | Chesapeake Bay Trust | <https://bit.ly/3sbCJy7>

**Progress and Implementation Notes:**

A fun and informative single day educational event, where residents survey the plants and animals in their community. Done with a phone app.

### Host a Bat Box or Insect Hotel Workshop

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

**Progress and Implementation Notes:**

### Promote Local Farmers Market

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- The Guide to Montgomery County Farmers Markets | Montgomery County | <https://bit.ly/3hwjydK>
- Farmers Markets | Gaithersburg | <https://bit.ly/3oKPU8n>

**Progress and Implementation Notes:**

Promote the City's Farmers Markets to residents via a future HOA website and newsletters.

### Distribute Educational Material on the Benefits of an Active-Lifestyle

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- How to Create a Lifestyle Program Your Residents Love | First Service Residential | <https://bit.ly/3ptlo2i>
- Four Benefits of a More Active Lifestyle for Your Senior |Just Divine Home Care | <https://bit.ly/3Lgup9k>
- How a Manager Helps HOA Owners Be More Active and Healthy | HOA Leader | <https://bit.ly/3vw4lBn>
- Classes & Programs | Gaithersburg | <https://bit.ly/3tp4Daw>
- Wellness Program Information | Maryland Department of Budget and Management | <https://bit.ly/3ptzmC2>
- Senior Center Services | Maryland Department of Aging | <https://bit.ly/3swQM2B>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

### Host Community Walks or Runs

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Fun Run Planning Checklist | Safe Routes to School | <https://bit.ly/3sx95VB>
- How to Organize a 5K: A Guide to Planning Your First Race | Active | <https://bit.ly/3vvvJzu>
- How to Organize a Race | Race Entry | <https://bit.ly/3KeLBL3>
- HOA Social Committee Ideas For Your Community Interaction | HOA Management | <https://bit.ly/3AYEtyW>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

## WASTE REDUCTION

---

### Conduct Recycling Outreach and Education

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Recycle Outreach | Gaithersburg | <https://bit.ly/3AZXIIh>
- Recycle Coach App | Gaithersburg | <https://bit.ly/3AZXIIh>
- Recycling & Bulk Pick Up | Gaithersburg | <https://bit.ly/33ec1wq>
- Recycling Service Summary | Gaithersburg | <https://bit.ly/3rL8AXH>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters. Specific information should include that residents should take back their bins on the day of collections.

### Host an Electronics Recycling Event

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Community Shredding & Electronics Recycling Event | Gaithersburg | <https://bit.ly/3uxf0vh>
- How to recycle / dispose electronics | Montgomery County | <https://bit.ly/3rJ5KSV>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters. Could partner with another nearby HOA. Contact information for each HOA with a Green Team in the City of Gaithersburg can be found on the [SM website](#).

## Document Shredding Event

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Paper Shredding/Recycling and Reusable Clothing/Household Items Collection Events | Montgomery County | <https://bit.ly/3JgPNJH>
- Shredding Events In Your Community | Shred-it | <https://bit.ly/3stinAu>

**Progress and Implementation Notes:**

**ress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters. Could partner with another nearby HOA. Contact information for each HOA with a Green Team in the City of Gaithersburg can be found on the [SM website](#).

## Host a Community-wide Garage/Yard Sale

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- 7 Ideas for Starting an Annual Neighborhood Yard Sale | Trulia's Blog | <https://bit.ly/3uA27ke>
- Getting HOA Buy-in for Your Next Community Yard Sale | Rich Swier's Blog | <https://bit.ly/3BNG2jJ>

**Progress and Implementation Notes:**

## Start Promote/Join a Buy-Nothing Group

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Have you heard of the Buy Nothing Project? | Montgomery County | <https://bit.ly/3LbOOMu>
- Buy Nothing Project | <https://bit.ly/34vaX8e>
- 'Buy Nothing' Groups: A place to share goods and services | The Washington Post | <https://wapo.st/3JI28fY>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters. Could partner with another nearby HOA. Contact information for each HOA with a Green Team in the City of Gaithersburg can be found on the [SM website](#).

## **Review Current HOA Purchasing Practices and Evaluate Opportunities for Reducing Consumption**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Green Procurement and Environmentally Preferable Products (EPP) | MD Department of Environment | <https://bit.ly/3uwnq64>

**Progress and Implementation Notes:**

Do this at the same time as the HOA is completing its bylaws review.

## **Adopt a Green Purchasing Policy for Goods and Services**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Green Purchasing | Montgomery County | <https://bit.ly/3HBn5CF>

**Progress and Implementation Notes:**

SM program can provide a template.

## **CLEAN & RENEWABLE ENERGY**

---

### **Promote Energy Efficiency Practices**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Home Performance Rebates | Pepco | <https://bit.ly/346LKAP>
- Residential Rebates & Discounts | Pepco | <https://bit.ly/3s8wL1e>
- HVAC Efficiency Rebates | Pepco | <https://bit.ly/3GqtU8K>
- Smart Thermostat Savings | Pepco | <https://bit.ly/34vbp5H>
- Energy Wise Rewards | Pepco | <https://bit.ly/34Nze99>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

## **Promote Community Solar & Solar Co-ops**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- MD Capital Area Solar Co-op | Solar United Neighbors | <https://bit.ly/3rkmlXn>
- Oaks Landfill, Montgomery County Community Solar Project | Neighborhood Sun | <https://bit.ly/3omcX9w>
- Community Solar Resources | Pepco | <https://bit.ly/3sbn95H>
- Community Solar Pilot Program | MD Public Service Commission | <https://bit.ly/3AWpDJ8>
- A Guide to Community Shared Solar: Utility, Private, and Nonprofit Project Development | Sun Shot | <https://bit.ly/34sFXFT>
- HOA Solar Action Guide | Solar United Neighbors | <https://bit.ly/3sfW7tW>
- Completed Co-ops in Maryland | Solar United Neighbors | <https://bit.ly/3uFM9oA>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

## **Promote Energy Audits for Residential Homeowners**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Quick Home Energy Checkup | Montgomery County | <https://bit.ly/3saqEit>
- Quick Home Energy Check-up | Pepco | <https://bit.ly/3LgG7kj>
- Do It Yourself Energy Assessment | U.S. Department of Energy | <https://bit.ly/3gkWZIm>

- Energy Assessments | Pepco | <https://bit.ly/3613AFH>
- Residential Clean Energy Rebate Program | MD Energy Administration | <https://bit.ly/3LD9YDE>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

## Install Energy Efficient Appliances and Lighting in Community Facilities



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Energy & Green Building Incentive Program | Gaithersburg | <https://bit.ly/34z2KPR>
- Improving Your Home with Maryland WholeHome | MD Department of Housing and Community Development | <https://bit.ly/3GoFAsI>
- Homeowners | Green & Healthy Homes Initiative | <https://bit.ly/3utLVRa>

- Home Energy Efficiency, Incentive sand Projects | Montgomery County | <https://bit.ly/35T6jBa>
- Lighting Discounts | Pepco | <https://bit.ly/35VfiNV>
- Appliance Recycling Program | Pepco | <https://bit.ly/3rGiSs0>

**Progress and Implementation Notes:**

Water heater in the pool house can be replaced with a more efficient, on-demand version. Pool house lights can be replaced with LEDs.

## Upgrade to LED Streetlights



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- LED Streetlight Conversions in Maryland & Virginia: Opportunities, Challenges, and Strategies in 2020 | MD Energy Administration | <https://bit.ly/3siexKA>
- LED Street Light Conversion | Gaithersburg | <https://bit.ly/3gspjs8>
- County's Streetlight Conversion Yields Financial Savings and Reduces GHG Emissions | Montgomery County |

<https://bit.ly/3oqMxTO>

**Progress and Implementation Notes:**

Park Summit HOA owns 14 streetlights and the City of Gaithersburg owns the rest. The City sent a letter that Park Summit is scheduled for lights to be replaced by the end of the year. This project is anticipated to cut energy costs by 60%.

## Install On-site Renewable Energy

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- HOA Solar Action Guide | Solar United Neighbors | <https://bit.ly/3sfW7tW>
- 2022 Maryland Solar Incentives, Tax Credits & Rebates | EnergySage | <https://bit.ly/3Jna6Fq>
- Residential Clean Energy Rebate Program | MD Energy Administration | <https://bit.ly/3LD9YDE>

**Progress and Implementation Notes:**

The poolhouse offers an opportunity for solar panel installation. It has good solar access.

## Consider Adopting Time of Sale Energy Disclosure Requirements

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**



**Potential Resources:**

- Energy Disclosure for Home Sales | Montgomery County | <https://bit.ly/3runLEp>
- Residential Energy Use Disclosure: A Review of Existing Policies | <https://bit.ly/3AXJR5n>

**Progress and Implementation Notes:**

Several HOA properties have solar panels. May require a change to legal documents. Investigate with legal representation.

## TRANSPORTATION

---

### Install Traffic Calming Measures

**Action Leads:****Target Year:****Estimated Cost and Resource Needs:****Potential Partners:****Potential Resources:**

- Residential Traffic Calming | Montgomery County | <https://bit.ly/3ogyhNG>
- Traffic Calming Measures | Montgomery County | <https://bit.ly/3HnTUDf>
- Traffic Calming Measures for HOAs | Radarsign | <https://bit.ly/3L4FFW3>

**Progress and Implementation Notes:**

All streets in the community are owned by the HOA, with the exception of Pensacola Drive, which the HOA is open to petitioning the City for assistance should the need be identified.

### Promote Bike to Work Day

**Action Leads:****Target Year:****Estimated Cost and Resource Needs:****Potential Partners:****Potential Resources:**

- Bike To Work Day | Bike To Work Metro DC Network | <https://bit.ly/34d062r>

**Progress and Implementation Notes:**

Residents can be informed via a future HOA website and newsletters.

### Install Bicycle Parking and Storage Infrastructure

**Action Leads:****Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Essential Bike Parking Guide | Association of Pedestrian and Bicycle Professionals | <https://bit.ly/3GmuyEp>
- Bike Parking Guide | Reliance Foundry | <https://bit.ly/3sa6DTu>

**Progress and Implementation Notes:**

Install bike racks by the pool house and tennis courts.

## **Install Electric Vehicle Charging Stations**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- - Electric Vehicle Supply Equipment Rebate Program | MD Energy Administration | <https://bit.ly/3IUoQLB>
- EV Smart Program | Pepco | <https://bit.ly/3rlAVUj>

**Progress and Implementation Notes:**

## **Conduct a Parking Assessment**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

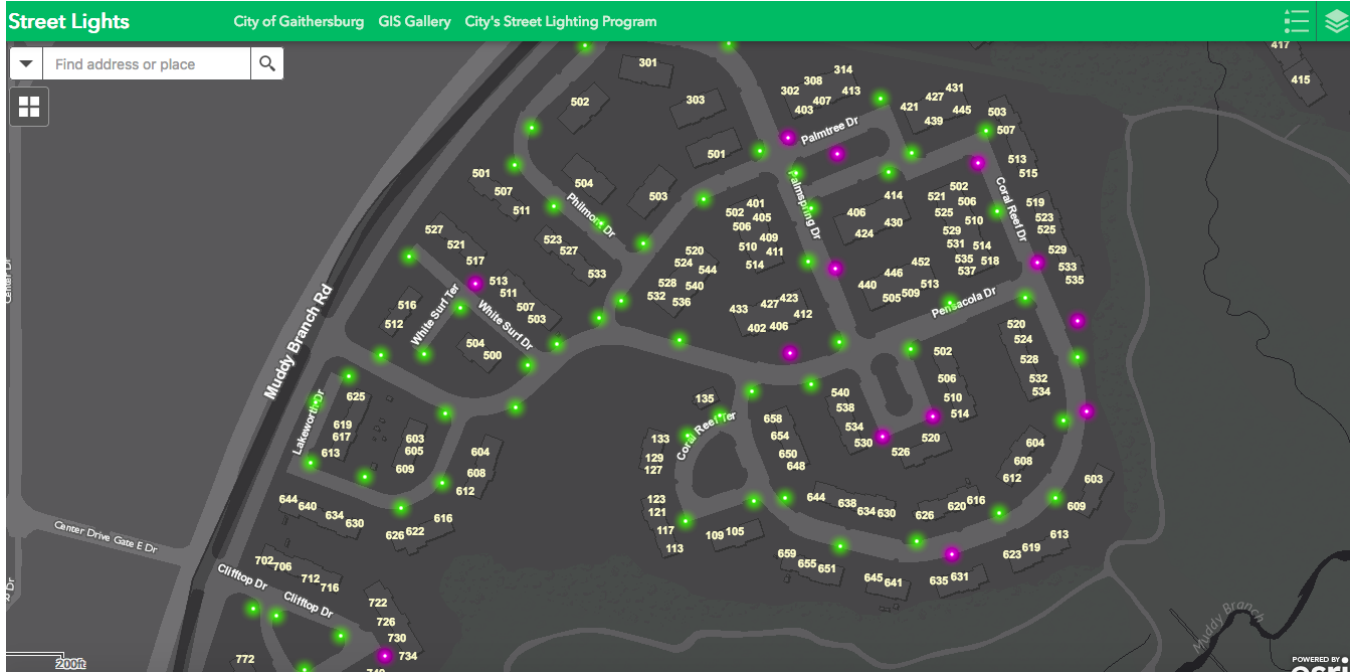
- How To Do a Parking Study | Metropolitan Area Planning Council | <https://bit.ly/3GmZvbA>

**Progress and Implementation Notes:**

Currently none of the HOA's parking spaces are specifically assigned to residents.

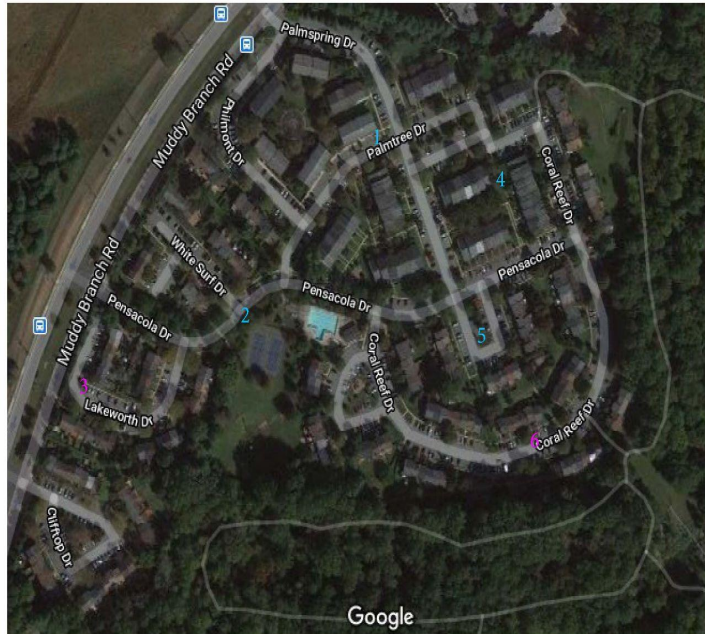


# Appendix B: Street Light Map



## Appendix C: Pet Waste Stations Map

PARK SUMMIT HOA - Gaithersburg, MD  
Dog Station Locations



1. Corner of Palmspring and Palmtree
2. Corner of Pensacola and White Surf
3. Traffic island next to 613 Lakeworth Drive
4. Across street from 501 Coral Reef Drive on the traffic island
5. On island opposite 522 Palmspring Drive
6. Between 612 & 616 Coral Reef Drive opposite asphalt path

# Appendix D: Tree Inventory Map

