

Gateway Park HOA

GREEN TEAM ACTION PLAN 2023-2026

In 2022 the Gateway Park 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 Gateway Park 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

Fields Road and Washingtonian Boulevard, Gaithersburg, MD

POPULATION

83 households

GREEN TEAM ESTABLISHED

2022

GREEN TEAM MEMBERS

Mary May, Mary Leahy, Tony Gallacher, Donna Sensoy, Shireen Ambush

GREEN TEAM CONTACT

Patti Delone, Resident
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PARTNERS

Sustainable Maryland
Environmental Finance Center
City of Gaithersburg
Chesapeake Bay Trust



ENVIRONMENTAL
FINANCE CENTER



Establish/Grow a Green Team

Action Leads:

Target Year: 2023

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 Diamond Farm HOA as a template should Gateway Park want to formalize its Green Team.

Conduct a Community Survey

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- SM Survey 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:

Add a Green Team page to the planned new website.

Commission a Public Art Installation



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Arts Barn | Gaithersburg | <https://bit.ly/32SLvbM>
- Outreach and Restoration grant (for water-related projects) | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini-grant (for water-related projects) | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>

Progress and Implementation Notes:

There is an opportunity for a mural on the wall adjacent to the Pepco Station.

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:

Identify a sponsor to monitor content and maintain the library.

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:

Cool idea, needs a champion. Summit Hall HOA (off S Frederick) is 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](#).

STORMWATER MANAGEMENT

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:

This can be promoted to residents via the planned new website.

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:

This can be promoted to residents via the planned new website.

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:

The City of Gaithersburg can provide materials. Contact the SM team if you need assistance contacting the City. This is an excellent outreach and education project, in a community that has a good number of children.

Host a Rain Barrel Workshops

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- 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>
- RainScapes Communities | Montgomery County | <https://bit.ly/3BdiG6w>

Progress and Implementation Notes:

Develop a Stormwater Management Action Plan

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- 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/3qi85qX>
- Watershed Assistance Grant Program (for conceptual plans/designs) | Chesapeake Bay Trust | <https://bit.ly/3AWvU7S>
- Stormwater Management Program Document Template | U.S. Environmental Protection Agency | <https://bit.ly/3rlo0M7>
- Stormwater Action Plan: Mckenney Hills/Carroll Knolls Civic Association | Environmental Finance Center | <https://bit.ly/3rle4IR>

Progress and Implementation Notes:

SM can potentially assist with this in terms of identifying funding/grants.

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:

Seasonal reminders to home owners via mailed newsletters or website. Consider using Nextdoor as a communications channel. This action needs a champion. SM can provide the County's yard signs and other outreach material.

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:

Interested in installing green infrastructure as things are replaced. Examples include: Bioswale, Rain Garden, Pervious pavers, Green Streets, Rain Barrels, etc. Several opportunities exist for small-scale stormwater infrastructure, including the eroding area in the Central Common and the "mud pit" along the rear of Case Mews (possible string of rain barrels, rain gardens, or conservation landscaping). Funding and technical assistance for projects can come from the City, local watershed organizations, or other non-profits.

ECO-FRIENDLY LANDSCAPING

Coordinate Invasive Species Removal

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Weed Warriors | Montgomery County Parks | <https://bit.ly/32QFTil>
- Maryland Invasive Plants Prevention and Control | MD Department of Agriculture | <https://bit.ly/3INfDES>

- About Invasives | Maryland Native Plant Society | <https://bit.ly/35BBSz7>
- Native Plant Resources | Muddy Branch Alliance | <https://bit.ly/3ghPj9B>
- 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) | Chesapeake Bay Trust | <https://bit.ly/3gi85gX>
- Invasive Plant Species of Concern | MD Invasive Species Council | <https://bit.ly/34sVgOU>

Progress and Implementation Notes:

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:

The goal is to use beneficial, drought-resistant native plants in the community's landscaping in both common areas and residential areas. This can be promoted to residents via the planned new website.

Establish and Promote No-Mow Zones

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- 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) | Chesapeake Bay Trust | <https://bit.ly/3gi85gX>
- Benefits of a Low Mow or No Mow Zone | <https://bit.ly/3uF7jmN>

- Creating a Wild Backyard - Ground Covers | MD Natural Resources | <https://bit.ly/3sxpCQ>

Progress and Implementation Notes:

Conduct a Tree Canopy Inventory

Action Leads:

Target Year:

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:

This can be accomplished with volunteers with cell phone apps.

Develop a Tree Canopy Plan

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- City of Gaithersburg Tree Manual | Gaithersburg | <https://bit.ly/3IXBR7i>
- Outreach and Restoration grant (with tree plantings) | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Urban Tree Canopy Planning | MD Department of Planning | <https://bit.ly/3gFCNRv>
- Community Assessment & Goal-Setting Tool | Vibrant Cities Lab | <https://bit.ly/3rJny0k>
- Tree Montgomery - How It Works | Montgomery County | <https://bit.ly/3oJPFuq>
- Native Trees Discount | Montgomery County | <https://bit.ly/3oJTU94>
- Backyard Buffers Program | MD Department of Natural Resources | <https://bit.ly/3JkXvT8>
- Tree-Mendous Maryland | MD Department of Natural Resources | <https://bit.ly/35mPVIO>

Progress and Implementation Notes:

Tree Planting

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) | Chesapeake Bay Trust | <https://bit.ly/3gi85gX>

Progress and Implementation Notes:

Consider making this an annual Arbor Day/Earth Day event. There is a lot of funding available for tree projects. Contact the SM team if you need guidance for funding.

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/3HIH9c5>
- 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
<https://www.nationalgeographic.org/projects/bioblitz/>

Plant Pollinator Gardens



Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Guide to Passing Wildlife-Friendly Property Maintenance Ordinances | National Wildlife Federation | <https://bit.ly/3hu5oK7>

Progress and Implementation Notes:

There is a lawn strip that Pepco owns along the edge of the HOA property, next to the retaining wall, that could be a good opportunity for a wildflower/pollinator meadow.

Install Bat Boxes or Insect Hotels

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Bat Houses | MD Department of Natural Resources | <https://bit.ly/3uJiuV>
- Bat Houses | Bat Conservation International | <https://bit.ly/3BcBenC>
- Building and Managing a Bee Hotel | Michigan State University | <https://bit.ly/33imRSe>
- How to Build an Insect Hotel Webinar | Sustainable Maryland | <https://bit.ly/3oE47np>

Progress and Implementation Notes:

Install Dark Sky lights

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Outdoor Lighting Basics | International Dark-Sky Association | <https://bit.ly/3rJVF8r>
- Find Dark Sky Friendly Lighting | International Dark-Sky Association | <https://bit.ly/3Bj34hV>
- What You Should Know About Bird Migration and Light Pollution | International Dark-Sky Association | <https://bit.ly/3oItwN0>

Progress and Implementation Notes:

HEALTH & WELL-BEING

Encourage Consumption of Fresh Fruits and Vegetables

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Maryland Action Guide on Fruits and Vegetables | CDC | <https://bit.ly/3M8N7QB>

- Better Nutrition for a Healthier Maryland | Maryland Food Bank | <https://bit.ly/3ht59Pg>
- Food Education | Montgomery County Food Council | <https://bit.ly/3hthRxt>
- Community Food Rescue | <https://bit.ly/3M8Or61>
- Grow It Eat It | UMD | <https://bit.ly/3vBnwdj>
- Fresh Fruit and Vegetable Program | US Department of Agriculture | <https://bit.ly/3tkPbMK>

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 local farmers market in downtown Gaithersburg, and also one that is at Johns Hopkins nearby, via the planned new website.

WASTE REDUCTION

Develop a Litter Prevention and Outreach Campaign

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Litter Reduction Program | Montgomery County | <https://bit.ly/3Lhu8CQ>
- Keep Maryland Beautiful | MD Department of Housing and Community Development | <https://bit.ly/3uAXITy>

Progress and Implementation Notes:

This can be promoted to residents via the planned new website.

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>
- Trash and Recycling Guide | Quince Orchard Park HOA | <https://bit.ly/3Bh4zgB>

Progress and Implementation Notes:

This can be promoted to residents via the planned new website. Green Team expressed interest in promoting plastic film recycling.

Offer and Promote Community-wide Composting

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Compost Drop-Off Site | Gaithersburg | <https://bit.ly/3L7TSBz>
- Food Composting Made Easy | in Gaithersburg | <https://bit.ly/3LlrXl2>
- Food Scraps (Food Waste) | Montgomery County | <https://bit.ly/3BfATAp>

Progress and Implementation Notes:

Include Sustainability Language in Waste Management Contracts

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Supply Chain | WM ESG Resource Hub | <https://bit.ly/3B4n3B3>

Progress and Implementation Notes:

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:

This can be promoted to residents via planned new website.

Promote Water Efficiency Practices

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Water Home Page | Montgomery County | <https://bit.ly/3ovbSvZ>
- Saving Water in Maryland | WaterSense | <https://bit.ly/3Gtu5jS>

Progress and Implementation Notes:

This can be promoted to residents via the planned new website.

Upgrade to LED Streetlights



Action Leads:

Target Year: Ongoing

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:

HOA owns all streetlights. The HOA has submitted a grant application to the City of Gaithersburg for upgraded lights.

Establish a Safe Routes to School Program

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Safe Routes to School | Montgomery County | <https://bit.ly/34d3j1Z>
- Safe Routes to School | MD Department of Transportation | <https://bit.ly/3HmXU6F>

Progress and Implementation Notes:

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:

This can be promoted to residents via the planned new website.

Promote the Benefits of Electric and Hybrid Vehicles

Action Leads:

Target Year:

Estimated Cost and Resource Needs:

Potential Partners:

Potential Resources:

- Electric Vehicle Benefits and Considerations | US Department of Energy | <https://bit.ly/3okJ9tQ>
- EV Information | Electric Vehicle Association of Greater Washington DC | <https://bit.ly/3Hnp4L1>
- Zero Emission Vehicles | MD Department of the Environment | <https://bit.ly/3sdoxok>
- Mobile Sources Funding | MD Department of the Environment | <https://bit.ly/3gfmQB9>
- EV Tax Credit | Internal Revenue Service | <https://bit.ly/3oib5i5>
- Electric Vehicle Incentives | Maryland EV | <https://bit.ly/3pN0RGX>

Progress and Implementation Notes:

Residents can install EV charging stations in their own garages without permission. However, they need to get a permit from the City. Possible outreach to residents about stations and EVs in general can be done via the planned new website.

Appendix A: HOA Green Teams in Gaithersburg Map

