OAK CREEK CLUB
HOMEOWNERS ASSOCIATION, INC.

Board of Directors Virtual Meeting

DATE: August 11, 2026

6:30 P.M.

BOARD MEETING PACKAGE

You are invited to a Zoom meeting.

When: Tuesday, August 11, 2026, at 6:30 pm.

Register in advance for this meeting:

Zoom link:

https://us06web.zoom.us/meeting/register/sWXCGFEQSferacSO9umZyQ

After registering, you will receive a confirmation email containing information about joining the meeting.

The meeting agenda will follow separately!

OAK CREEK CLUB HOA, INC.

VISION/MISSION STATEMENT

"At Oak Creek HOA, we are committed to being the premier gated golf community in Prince George's County, Maryland, where upscale living and community thrive together. Our mission is to provide a safe, well-maintained, and engaged neighborhood that fosters a spirit of togetherness while upholding a standard of excellence in every aspect of community living. Through responsible governance, transparent communication, and proactive stewardship, we strive to maintain beautiful surroundings, exceptional amenities, and a welcoming environment where all residents can take pride in their homes and connections with one another. Our goal is to create a thriving, unified community where neighbors support one another, enjoy meaningful experiences, and collectively enhance the Oak Creek lifestyle."

Association Calendar

Oak Creek Club HOA (2026):

****PLEASE SEE ELECTRONIC VERSION OF THE ANNUAL CALENDAR****

Committee Name	*Board Recommendation*
Budget & Finance (9 seats)	Marisa A. Reid - CHAIR
3 Members Needed	Will Abdul - CO CHAIR
Meets 1st Monday of the Month	Kristen Stierwalt-Huff
	Danielle Telesford
Board Liaison- Michael McFarlane	James Bolden II
Management Contact - Femi Aje	Patrick Thelwell
Covenants (9 seats)	Vincent Sanders, CHAIR
FULL	Bridgette Tillman
Meets 3rd Tuesday of the Month	Reginald Hill - CO- CHAIR
	John White - CO- CHAIR
	Rebecca Walawender
	Anthea Francis
Board Liaison- Jessica Hill	Kuiana Carson
Management Contact - Courtney Spalding	Dianna Coley
	Clifton Toulson Jr.
Social Committee (9 seats)	Doreen Upshur-Adair CO- CHAIR
FULL	Jessica Teel
Meets 3rd Thursday of the Month	Avis Favors
	Sheryl Gonzalez
Board Liaison- Kip Banks	Sidney Nelson III
Management Contact - TaShawn Andrews	Jennifer Phillips
	Letia Ballard
	Michele Carr CHAIR
	Erica Phillip
Facilities (9 Seats)	Cheryl Barnes
4 Members Needed	Shani Haden- Co Chair
Meets 4th Thursday of the Month	Vonda Williams

	Denise Milligan
Board Liaison - Suzann King	Victoria Pittman
Management Contact - Courtney Spalding	
Community Access (9 seats)	Garry Yancy, secretary
2 Member Needed	Jonathan Newton
Meets 3rd Wednesday of the Month	Peter Smith - Co Chair
	Julian Brown-Chair
	Peacola Johnson
Board Liaison - Michael McFarlane	Teika Haymon
Management Contact - TaShawn Andrews	Ettereteen Craven
Grounds (9 seats)	Charles Stewart - Co-Chair
2 Members Needed	Stephanie Brown- Chair
Meets 1st Tuesday of the Month	Lynne Todd
	Brook Sanders
Board Liaison- Kip Banks	Richard Huff
Management Contact - TaShawn Andrews	Othalene Lawrence
	Miguel McInnis
Communications (9 seats)	Eric Winfield - Secretary
3 Members Needed	Martine Payton
Meets 3rd Wednesday of Month Quarterly	Patricia Dowtin
	Sierra Vallin
Board Liaison- Suzann King	Afiya Watkins
Management Contact - Courtney Spalding	Annette Joynes

Elections (3 seats)	Pamela Rachal - Chair
FULL	Yolanda Ricks - Secretary
Meets 3rd Tuesday of the Month	Jessica Hill
Board Liaison- Jessica Hill	
Management Contact - TaShawn Andrews	
Ad-Hoc Traffic Safety (9 seats)	Travis Bryant
7 Members Needed	Kevin McGhee
Meeting Date TBD	
Procurement Committee (3 to 5 seats)	Katona Bryan-Wade
1 Member Needed	Keenon James
Meeting Date TBD	Tracy Pope
	Corey Thomas

OAK CREEK CLUB
HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING
Tuesday, August 11, 2026 @ 6:30 PM
AGENDA

		PAGE
6:30 PM		
	CALL TO ORDER	
6:31 PM – 6:32 PM		
	EXPLANATION OF VIRTUAL MEETING PROTOCOL (CAMP)	
6:33 PM – 6:34 PM		
I.	**APPROVAL OF AGENDA**	**8-9**
6:35 PM – 6:37 PM		
II.	**APPROVAL OF MINUTES [TAB A]**	**11**
	A. May 12, 2026 Town Hall Meeting Minutes	
	B. June 9, 2026 Board Meeting Minutes	
	C. July 14, 2026 Town Hall Meeting Minutes	
6:38 PM – 6:58 PM		
III.	**COMMITTEE REPORTS AND MINUTES [TAB B]**	**13-37**
	A. Budget & Finance Committee	
	- Treasurer's Report	
	B. Communication Committee	
	C. Community Access Committee	
	- Gate Incident Report	
	D. Facilities Committee	
6:59 PM – 7:09 PM		
IV.	**BOARD INFORMATION & DISCUSSION [TAB C]**	
	A. Management Report	**39-129**
	B. Covenants Report	**131-135**
7:10 PM – 7:55 PM		
V.	**BOARD DECISIONS [TAB D]**	

NEW BUSINESS

A.	Queen Anne Turn Entrance Generator Replacement Proposals	**137-148**
B.	DMV Gates Proposal – Deer Run Operator (Old System)	**150-154**
C.	Pine Valley Exit Lane Gate (Vehicle Impact)	**156-159**
D.	Maturing Investments – US Treasury Bill 8-31-26	**161-162**
E.	Facilities Committee (Signage)	**164-165**
F.	Strategic Planning Meeting date (TBD)	**167**

G. Community Access Committee (Pilot Speed bumps) **169-196**
H. Community Access Committee (e-Loops) **198-233**
I. Community Access Committee (PG Law Enforcement MOU) **235-255**
J. Communication Committee (Reliable Email Notifications) **257-258**
K. Communication Committee (Quarterly Newsletter) **260-261**
L. Communication Committee (Website and Platform Evaluation) **263-264**

7:56 PM – 8:26 PM

VI. RESIDENT OPEN FORUM (Limit to 2 minutes per household)

8:27 PM – 8:46 PM

VII. EXECUTIVE SESSION [TAB E] (for purposes of consulting with legal counsel, contract negotiations, discussing rule violations *and discussing delinquencies)* **266-305**

1. Motion – To enter Executive Session

8:47 PM

VIII. ADJOURN

Next Board Meeting: **September 8, 2026**

TAB

A

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Draft Meeting Minutes

Motion by:

"I move to approve the revised Board Meeting Minutes for the May 12, 2026, Town Hall Meeting, the June 9, 2026, Board Meeting, and the July 14, 2026, Town Hall Meeting, as presented."

Summary:

-Revised draft Town Hall Meeting Minutes 5-12-2026

-Revised draft Board Meeting Minutes 6-9-2026

-Revised draft Town Hall Meeting Minutes 7-14-2026

Pending review submission

CAMP Recommendation:
The board is to review the draft meeting minutes, if available, and provide feedback on any final revisions as/if deemed necessary to Management or the Board Secretary (Suzann King). Upon confirmation of final drafts, the Board will vote on their approval on August 11, 2026, at the board meeting or a subsequent meeting as needed.

Oak Creek Club Homeowners Association, Inc.
Board of Directors Town Hall Meeting
Tuesday, May 12, 2026 @ 6:30 P.M. Virtual

Board Members Present:

Jessica Hill - President
Kip Banks - Vice President
Michael McFarlane - Treasurer
Suzann King - Secretary
Dr. Lenora Gant - Board Member (joined at approximately 7:27 pm)

Others Present:

Mark Moore- Vice President-Maryland (CAMP)
Femi Aje - General Manager (CAMP)
Courtney Spalding - Covenants Administrator (CAMP)
Kara Mayle - General Manager, The Grove
Chris Hatcher - CLHatcher, LLC
Ray Via - Whiteford, Taylor & Preston
Representatives of Dunbar Security and CellGate
Members at large

Call to Order:

Jessica Hill called the meeting to order at 6:32 P.M. A quorum was present.

Explanation of Virtual Meeting Protocol:

Femi Aje explained and reviewed the virtual meeting protocol.

Committee Openings:

Management reviewed the current committee openings. The following vacancies were reported:

- Budget and Finance Committee - 4 openings
- Facilities Committee - 4 openings
- Community Access Committee - 2 openings
- Grounds Committee - 3 openings
- Communications Committee - 3 openings
- Ad-Hoc Traffic Safety Committee - 7 openings
- Procurement Committee - 5 openings

The Covenants, Social, and Elections Committees were reported as full.

The Grove/Oak Creek Golf Events and Updates by Kara Mayle:

Kara Mayle, General Manager of The Grove, provided updates and responded to community concerns. Discussion included errant golf balls from Hole 3 striking nearby homes and whether the teeing configuration could be changed. Residents also raised safety concerns regarding nonfunctioning light

poles in The Grove parking lot, gaps in the black fence near Oak Grove Road and the end of Church Road, and the golf-gate slip lane not being closed at 6:00 P.M. Ms. Mayle also reported on planned facility renovations. She noted that painting had begun, flooring had been replaced, and the HVAC system had recently been replaced, with additional renovations anticipated in 2027.

Land Swap Update - CLHatcher, LLC and Whiteford, Taylor & Preston:

Chris Hatcher and Ray Via reviewed and discussed the land swap and development approval process, including the approval of the Basic Plan, and submittal of the Comprehensive Design Plan (CDP) that was part of the continuance Hearing held on April 16, 2026, by Prince George's County Planning Board. The project team anticipated submitting Phase 2 within approximately one month, which would be followed by the preliminary plan and detailed site plan processes.

The presenters discussed a 100-foot buffer with an additional 35-foot buffer, revisions to certain lot sizes that were not expected to affect the current plan, and the anticipated removal of trees within the buffer without affecting the conservation area. The project team agreed to provide photographs to the Board and community showing both buffer areas and the proposed tree removal.

It was noted that the Planning Board staff report recommended changes to the plans submitted by Mr. Hatcher and said changes were not included in the plans previously reviewed by our community. Key observations and discussion points from the Planning Board staff report included the following:

• Buffer Concerns Along Church Road:

The CDP proposes a 100-foot buffer; however, staff noted that planned improvements—including a stormwater management facility, cul-de-sacs, and part of a development lot—encroach into this buffer. Additionally, the absence of existing trees reduces its effectiveness as a scenic buffer. Thus, the plan would need to be modified.

• Tree Removal & Reforestation Requirement:

The developer proposed removing trees within the buffer area. Planning staff recommended approval of the CDP with the condition that the developer amend the tree conservation plan to include reforestation, restoring the buffer's visual and environmental purpose.

• Parking Recommendations:

In response to community concerns, staff recommended allowing parking on one side of the street within Parcel M.

• Commercial Development Language:

A concern was raised about language included in the developer's submission referencing a continued need for commercial or activity center development in the Oak Creek area. This appears inconsistent with prior representations that Parcel M would be strictly residential.

PG Police Crime Report Update by Officer Tyrik Battle:

Officer Tyrik Battle was not available for the scheduled crime report update.

Dr. Gant joined the meeting.

CellGate and Access Control Update (Dunbar Security and CellGate):

Representatives of Dunbar Security and CellGate discussed recurring connectivity issues, communication delays, and infrastructure conditions affecting the community gates. The main gate had been changed to a VPN connection, while other gates were using T-Mobile SIM cards. The vendor also reported that an older, corrupted database had been cleaned; however, duplicate address records continued to cause the new system to revert to older information.

The discussion identified deteriorated cables, outdated DoorKing connector boxes, improper tools or wiring used during the original setup, old conduits, and cables or wiring that were rotten or underwater. Management has received a report documenting these conditions. Representatives stated that the gate infrastructure requires a substantial overhaul.

Additional concerns included the Queen Anne golf gate remaining open, guards being stationed at Fox Turn and Queen Anne, reports of unprofessional guard conduct, names and addresses appearing in incorrect call-box slots at Pine Valley, nonresidents entering through the Pine Valley gate, flickering gate-arm lights after call-box wiring was buried, and intermittent CellGate app service. Residents requested a clear plan and timeline for correcting the connection and gate problems. Management will send an update upon receipt from Dunbar Security and CellGate. Representatives from Dunbar Security and CellGate informed the Board that they have agreed to provide the Association with a one-month waiver of monitoring fees and have communicated this decision to Management.

New Business / Board Decisions:

Procurement Committee Volunteer Forms:

Suzann King moved to approve four applications for appointment to the Procurement Committee:

- Katona Bryan- Wade
- Keenon James
- Tracy Pope
- Cheri Tyner

Kip Banks seconded the motion, which passed unanimously.

Budget and Finance Committee Volunteer Form:

Suzann King moved to approve one application for appointment to the Budget and Finance Committee: Patrick Thelwell. Kip Banks seconded the motion, which passed unanimously.

Elections Resolution - All Electronic Voting:

Based on new statutory requirements, Kip Banks moved to adopt the Electronic Notice, Voting & Meetings Policy Resolution to implement Electronic Voting procedures for the Oak Creek Club Homeowners Association elections. Jessica Hill seconded the motion and the motion carried with Jessica Hill, Kip Banks, and Michael McFarlane voted in favor of the motion and with Suzann King and Dr. Gant abstaining.

Follow Up: Mr. Via agreed to follow up regarding the timeframe for notice requirements pursuant to the new statute.

Strategic Planning Meeting Date:

Kip Banks moved to approve Thursday, May 28, 2026 at 6:30 pm, as the official date for the Board Strategic Planning Meeting to finalize project prioritizations and adoption. Dr. Gant seconded the motion, which passed unanimously.

Reinvestments - U.S. Treasury Bill and Morgan Stanley CD:

Michael McFarlane moved to approve the reinvestment of the proceeds from the U.S. Treasury Bill in the amount of $120,000, which matured on April 15, 2026 and is associated with the Special Projects Fund at Morgan Stanley, as well as the Discover Bank Certificate of Deposit in the amount of $50,000, scheduled to mature on June 2, 2026 and associated with the Repair and Replacement Fund at Morgan Stanley, in accordance with the investment ladder recommendations of the Association's Financial Advisor. Dr. Gant seconded the motion, which passed unanimously.

Recommendation to Invest $1 Million from Morgan Stanley Cash Accounts:

The Board discussed reinvesting $1 million held in Morgan Stanley cash accounts. Suzann King expressed concerns regarding the lack of a Morgan Stanley contract and the pecuniary conflict of the advisor recommending this action given that it was mentioned at a previous meeting that Morgan Stanley ultimately would like to manage all of our funds without Board action on specific investments. Michael McFarlane moved to approve the investment of $1,000,000 currently held in Money Market Accounts associated with the Repair & Replacement Fund and Operating Reserves at Morgan Stanley, in accordance with the investment ladder recommendations of the Association's Financial Advisor. Dr. Gant seconded the motion. The motion carried with Kip Banks, Michael McFarlane, and Dr. Lenora Gant voting in favor of the motion, and with Jessica Hill and Suzann King voting against the motion.

Resident Forum:

Residents shared the following comments and concerns:

- Julian Brown reported email problems involving the oakcreekclub.com domain. Management advised that the vendor had been notified and was investigating.
- Danielle Telesford stated that seven-day pool operations had not been reflected in prior meeting minutes and requested clarification regarding increased HOA fees, planned community improvements, reinvestment of $1 million into the community, and the need for a stronger Covenants Committee. She encouraged the Board to explore opportunities to generate revenue for the Association. She also commented on the Town Hall serving as another Board meeting.
- Pamela Rachal stated that the $1 million should have been invested years earlier.
- Corey Thomas cited Section 6.4 of the Golf Course Declaration and stated that the HOA is responsible for damage caused by errant golf balls.
- Larry Kibler raised concerns regarding potential conflicts of interest involving Association funds, recommended updating the investment policy, stated that the community spends too much on unnecessary items, and commented that he had not been permitted to volunteer on committees.

Adjournment:

The meeting adjourned at 9:27 P.M.

Board Meeting and Action Items & Follow-Ups - From This Meeting

Item	Board Meeting	Notes/Assigned	Disposition
Provide photographs/documents showing the 100-foot and additional 35-foot buffers and the proposed tree-removal areas.	5/12/2026	Developer / Association Counsel	Open

Develop and communicate a corrective-action plan and timeline for gate connectivity, call-box data, wiring, conduits, and gate-operation issues.	5/12/2026	Management / Dunbar / CellGate	Completed, switched to T-Mobile SIM cards
Investigate and resolve email delivery issues involving the oakcreekclub.com domain.	5/12/2026	Management / GRS	In progress and improvements have been made.
Confirm the motion, vote, and disposition for Agenda Item concerning the U.S. Treasury Bill and Morgan Stanley CD reinvestments.	5/12/2026	Secretary / Management	Completed. Ted confirmed on 5-26-26
Schedule and prepare for the May 28, 2026 Strategic Planning Meeting.	5/12/2026	Board / Management	Rescheduled. Awaiting Board confirmation.
Receive information from legal counsel about notice requirements in new election statute	5/12/2026	Management/Legal Counsel	Pending
Coordinate with the access committee to initiate and administer a formal request-for-proposal process for access control vendor services for the 2027 contract term and prepare findings and recommendations for presentation to the board for final approval.	4/14/2026	Management	Completed RFP in Process
Work with legal counsel and the Elections Committee to draft a board resolution establishing all-electronic voting for the 2026 HOA election and develop a detailed implementation plan, then submit both to the board for consideration at its next meeting.	4/14/2026	Management	Completed- Board Approved 5/12/2026
Follow up with developer representative Chris Hatcher regarding the inclusion of Oak Creek Club activity-center language in the Parcel M comprehensive design plan materials and confirm whether any related commercial development requirements could affect future use of the land swap property.	4/14/2026	Management	Completed: A follow-up was provided to the board.
Plan and budget for conducting future HOA elections with an independent vendor (research vendor options such as Vote HOA Now, estimate costs, and prepare a recommended process	3/10/2026	Management	
Provide and document the exact duties and deployment pattern of the peak-hour officer coverage (what they do during 10 am–6 pm, whether one person per gate, roaming duties, and how the $63,000 is allocated	3/10/2026	Management/ Vendor	Completed
Perform the follow-up inspection for Premier Pools to confirm the cited	3/10/2026	Management	Completed

items from last year, and proceed with the approved reserve-funded items			
Finalize and execute the Complete Landscaping Services contract for the 2026 season, with the option to continue for the 2027 season	3/10/2026	Management	Completed
Item	**Board Meeting**	**Notes/Assigned**	**Disposition**
Draft a written resolution to temporarily allow the current four-member Budget & Finance Committee to continue operating (management may work with legal counsel on the draft as directed by the board).	2/10/2026	Management and Association Council	Completed- New Committee member added, no resolution needed.
Send the board-approved legal comments on the Complete Landscaping contract to the vendor for their review and request the vendor's response (target quick turnaround to support March service timing).	2/10/2026	Management	• Completed
Update the contract schedule spreadsheet (listing contracts, contacts, expiration dates, amounts, billing frequency) and provide it to the board ahead of the strategic planning session.	2/10/2026	Management	• Completed
Work with management and Morgan Stanley to improve the CD reinvestment approval process and produce recommendations so future reinvestments are handled with earlier committee review	2/10/2026	Management/Committee	• Complete: The Board treasurer and management have been working to ensure this process.
Remove compacted snow at the main gate	2/10/2026	Management	• Completed
A question was raised regarding whether the new homeowner or the HOA paid various fees related to conveyances of property. Management will follow up with the Board regarding this matter.	1-13-2026	Management	• Completed

Oak Creek Club Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, June 9, 2026 @ 6:30 P.M. Virtual

Board Members Present:
Jessica Hill - President
Kip Banks - Vice President
Suzann King – Secretary
Michael McFarlane - Treasurer
Dr. Lenora Gant - Board Member

Board Members Absent:
N/A

Others Present:
Mark Moore- Vice President-Maryland (CAMP)
Femi Aje - General Manager (CAMP)
Tashawn Andrews - Assistant General Manager (CAMP)
Courtney Spalding - Covenants Administrator (CAMP)
Members at large

Call to Order:
Jessica Hill called the meeting to order at 6:30 PM.

Explanation of Virtual Meeting Protocol:
Tashawn Andrews explained the virtual meeting protocol.

Approval of Agenda
Kip Banks moved to approve the June 9, 2026, Board Meeting Agenda. Jessica Hill seconded the motion, which was passed unanimously.

Approval of April 14, 2026, Board Meeting Minutes and April 23, 2026, Strategic Planning Meeting Minutes
Suzann King moved to approve the revised April 14, 2026, Board meeting minutes. Kip Banks seconded the motion, which passed with Jessica Hill, Kip Banks, Suzann King, and Dr. Lenora Gant voting in favor of the motion and Michael McFarlane abstaining.

Suzann King moved to approve the revised April 23, 2026, Strategic Planning meeting minutes. Kip Banks seconded the motion, which passed unanimously.

Committee Reports

Marisa Ried, Chair of the Budget & Finance Committee:
Ms. Ried provided an update on behalf of the Budget & Finance Committee. She reported that the committee is considering a change to its July meeting schedule and will coordinate with management regarding the adjustment. She also reported that the committee is working on procedures and initiatives discussed during the Strategic Planning Session. In addition to its ongoing responsibilities, the committee is focused on advancing these strategic initiatives and looks forward to sharing further updates as they are finalized.

Treasurer's Report:

Michael McFarlane reported that, as of April 30, 2026, the Association had a net surplus of approximately $132,000, representing a favorable variance of approximately $95,000 to budget.

On the revenue side, the Association experienced a slight unfavorable variance, primarily driven by higher-than-budgeted bad debt expense. The Treasurer noted that bad debt expense has already reached approximately $35,000 against an annual budget of $40,000, indicating the Association may exceed its budgeted amount if delinquencies continue to increase. Interest income remained favorable due to higher-than-anticipated investment returns.

On the expense side, snow removal costs are projected to exceed the annual budget by approximately $26,000, and legal expenses are currently running above budget. Other expense variances were primarily attributed to timing differences in budget allocations.

The Treasurer reported that the Association held approximately $4.2 million in cash and investments as of April 30, 2026. Total funds included approximately $3.3 million in replacement reserves, with additional funds held in operating, community center, and special project accounts. The Board has been advised that an additional one million was invested during May and would be reflected in future financial reports.

The Treasurer highlighted delinquencies as the Association's most significant financial challenge. As of April 30, 2026, total delinquencies were approximately $586,000, representing a delinquency rate of 17%. Ninety-day delinquencies account for approximately 77% of all delinquencies. The Treasurer noted that elevated delinquencies can negatively impact cash flow and the overall financial health of the Association. At the time of the report, one account was in foreclosure proceedings, and three homeowners had filed for bankruptcy.

Julian Brown, Chair of the Access Committee:

Mr. Brown stated that since the beginning of the year, the committee has documented 21 gate-related incidents throughout the community. Of those incidents, 12 involved residents, 8 involved visitors, and 1 involved an unidentified party. Nineteen incidents resulted in damage to Association property. Sufficient information to identify a responsible party was obtained in 17 cases, while 4 cases remain unresolved. Mr. Brown reported that Pine Valley experienced the highest number of incidents (9), followed by Fox Turn with 7. The Main Gate had 3 incidents, while Queen Anne and Deer Run each reported 1 incident. He noted that gate strikes and access-control-related damage continue to be a significant operational and financial concern for the Association.

Vonda Williams, Chair of the Facilities Committee:

Ms. Williams provided an update on behalf of the Facilities Committee. She reported that the community experienced a successful pool opening over Memorial Day weekend despite inclement weather. She acknowledged management's efforts in coordinating the timely delivery of pool furniture, conducting a complete inventory to verify all items received, and communicating pool opening information to residents. The committee also continues to work with Membersplash to evaluate potential enhancements to the registration process, including the use of QR codes and other system improvements.
Ms. Williams reported that repairs to the tennis courts began on May 27, 2026, with an anticipated two-week closure. The committee is looking forward to the completion of the project and is also reviewing proposed updates to tennis court rules signage before installation.

Management Report:

Femi Aje provided the Board with the Management Report, which provided updates on various management tasks, including:

- CAMP announced the addition of Maria Au as Vice President of Financial Services, bringing over 30 years of accounting and community association management experience.
- Tennis court resurfacing remains on schedule. Patch repairs, crack treatment, and the first color coat have been completed, with project completion anticipated during the first or second week of June.
- GRS Technology Solutions addressed email deliverability concerns by updating DNS, DKIM, and DMARC settings. Investigation into full GoDaddy account access is ongoing.
- Management reported a potential safety concern regarding pedestrian gate operators based on information received from GateLogic and UL325 guidance. The matter has been referred to the Board and Community Access Committee for further review.
- Management successfully negotiated a 10% reduction to the largest snow removal invoice, resulting in total savings of $6,737.50 and reducing the total snow removal cost to $66,037.50. Payment has been submitted in full.
- The pool opened successfully on May 25, 2026, following completion of approved repairs and inspections. Management thanked the Board for its support throughout the process.
- Morgan Stanley confirmed completion of all Board-approved investment purchases from the May 12, 2026, Town Hall Meeting, including approximately $1 million invested in U.S. Treasury securities and Certificates of Deposit. Documentation and view-only account access are pending.
- Management reported sixteen (24) conveyances year-to-date for 2026.
- Management noted that they are following up concerning the brown water in the fountain pond.

Covenants Report:

Courtney Spalding presented the Covenants Report to the Board of Directors. Ms. Spalding reported that CAMP will provide additional inspection support beginning July 1, 2026. She also noted that a community-wide communication will be distributed outlining the key maintenance items and areas of focus for the upcoming inspections.

Consent Agenda:

Michael McFarlane moved to ratify the vote taken by the Board of Directors on May 3, 2026, approving Continental Pools Management Services' proposal for the full resurfacing of the main pool and wading pool, including tile repairs, in the amount of $78,391.00. Kip Banks seconded the motion, which passed unanimously.

Michael McFarlane moved to ratify the vote taken by the Board of Directors on May 18, 2026, approving Premier Pool Management, Inc.'s Estimate #16162 for pool supplies in the amount of $4,992.24. Kip Banks seconded the motion, which passed unanimously.

Michael McFarlane moved to ratify the vote taken by the Board of Directors on May 22, 2026, approving Premier Pool Management, Inc.'s Estimate #16191 for the replacement pool motor in the amount of $5,784.00. Jessica Hill seconded the motion, which passed unanimously.

Michael McFarlane moved to ratify the vote taken by the Board of Directors on May 23, 2026, approving Premier Pool Management, Inc.'s Estimate #16198 for the replacement of the main pool pump in the amount of $7,620.00. Jessica Hill seconded the motion, which passed unanimously.

New Business:

Michael McFarlane requested that all future motions presented to the Board include the applicable budget line item.

Playground Patrol Repair Proposal:
Michael McFarlane moved to approve the proposal from Playground Patrol for repairs to the tot lot located off Hawley Lane in the total amount of $4,205.00, to be expensed from Replacement Reserves, with $2,300 allocated to "Mulch Replacement" and $1905 allocated to "Metal and Plastic Equipment". Kip Banks seconded the motion, which passed unanimously.

Committee Volunteer Request Procurement Committee:
Kip Banks moved to approve the appointment of Corey Thomas to the Procurement Committee. Michael McFarlane seconded the motion, which passed unanimously.

Irrigation System Head Replacement:
Dr. Lenora Gant moved to approve Complete Landscaping Service's proposal in the amount of $2,585.00 for repairs to the irrigation system at the Mary Bowie East Entrance and Pool House to be expensed from Replacement Reserves Line Item: Irrigation System Upkeep. Kip Banks seconded the motion, which passed unanimously.

Strategic Planning Meeting Rescheduled Date:
The Board moved to table the selection of the Strategic Planning Meeting date and agreed to revisit the matter through Consent Agenda once a mutually agreeable date has been determined.

Maturating Investments- US Treasury Bill 7/15/2026:
Michael McFarlane moved that the Board authorize the reinvestment of the following maturing investments below in accordance with the Association's Investment Policy and the term recommendations of the Association's Financial Advisor:

- Bank of America CD in the amount of $100,000, maturing on July 7, 2026.
- U.S. Treasury Bill in the amount of $100,000, maturing on July 15, 2026.

Dr. Lenora Gant seconded the motion, which passed unanimously.

Resident Forum:
Residents shared the following comments and concerns:

Residents had concerns about the pool prioritization and restoring the amenity to include Monday service.

Homeowners inquired about the location of meeting minutes in Ciranet and the HOA Website.

Homeowners asked for an update on the Procurement Committee and its priorities, and the renewal of CAMP's contract.

A Social Committee member asked the community to come out to support the scheduled events.

Executive Session:
The Board of Directors unanimously voted to enter Executive Session at 8:14 pm by a motion duly made and seconded.

Dr. Lenora Gant departed the meeting at 9:14 pm.

Open Session:
The Board returned to Open Session at 10:04 pm.

A motion was made to deny the waiver of late fees for Account # R0297299L0251769. The motion passed unanimously among those present.

A motion was made to refer Account #R0778813L0251932 back to the Covenants Committee for reconsideration. The motion passed unanimously among those present.

A motion was made to approve the enforcement of compliance fees for Account # R0761703L0251559, not to exceed the threshold approved. The motion passed unanimously among those present.

A motion was made to direct the HOA Management Company to withhold payment of the legal fees associated with the investment vote pending further review by the Board of Directors. The motion passed unanimously among those present.

Adjournment:
By a motion duly made and seconded, the Board voted unanimously to adjourn the meeting at 10:18 pm.

Board Meeting and Action Items & Follow-Ups – From This Meeting

Item	Board Meeting	Notes/Assigned	Disposition
Next treasurer's report, include the full annual budget amounts	6/9/2026	Board	
Consent Agenda- Board to provide potential dates for the June strategic planning meeting	6/9/2026	Board	
Forward the procurement committee orientation email and related materials to Mr. Thomas	6/9/2026	Management	
Prepare and send a community-wide notice for Annual Inspection Focus	6/9/2026	Management	
Provide photographs/documents showing the 100-foot and additional 35-foot buffers and the proposed tree-removal areas.	5/12/2026	Developer / Association Counsel	Open
Develop and communicate a corrective-action plan and timeline for gate connectivity, call-box data, wiring, conduits, and gate-operation issues.	5/12/2026	Management / Dunbar / CellGate	Completed, switched to T-Mobile SIM cards
Investigate and resolve email delivery issues involving the oakcreekclub.com domain.	5/12/2026	Management / GRS	In progress and improvements have been made.
Confirm the motion, vote, and disposition for Agenda Item concerning the U.S. Treasury Bill and Morgan Stanley CD reinvestments.	5/12/2026	Secretary / Management	Completed. Ted confirmed on 5-26-26
Schedule and prepare for the May 28, 2026 Strategic Planning Meeting.	5/12/2026	Board / Management	Rescheduled. Awaiting Board confirmation.
Receive information from legal counsel about notice requirements in new election statute	5/12/2026	Management/Legal Counsel	Pending
Coordinate with the access committee to initiate and administer a formal request-for-proposal process for access control vendor services for the 2027 contract term and prepare findings and recommendations for presentation to the board for final approval.	4/14/2026	Management	Completed RFP in Process
Work with legal counsel and the Elections Committee to draft a board resolution establishing all-electronic voting for the 2026 HOA election and develop a detailed implementation plan, then submit both to the board for consideration at its next meeting.	4/14/2026	Management	Completed- Board Approved 5/12/2026
Follow up with developer representative Chris Hatcher regarding the inclusion of Oak Creek Club activity-center language in the Parcel M comprehensive design plan	4/14/2026	Management	Completed: A follow-up was provided to the board.

materials and confirm whether any related commercial development requirements could affect future use of the land swap property.			
Plan and budget for conducting future HOA elections with an independent vendor (research vendor options such as Vote HOA Now, estimate costs, and prepare a recommended process	3/10/2026	Management	
Provide and document the exact duties and deployment pattern of the peak-hour officer coverage (what they do during 10 am–6 pm, whether one person per gate, roaming duties, and how the $63,000 is allocated	3/10/2026	Management/ Vendor	Completed
Perform the follow-up inspection for Premier Pools to confirm the cited items from last year, and proceed with the approved reserve-funded items	3/10/2026	Management	Completed
Finalize and execute the Complete Landscaping Services contract for the 2026 season, with the option to continue for the 2027 season	3/10/2026	Management	Completed
Item	**Board Meeting**	**Notes/Assigned**	**Disposition**
Draft a written resolution to temporarily allow the current four-member Budget & Finance Committee to continue operating (management may work with legal counsel on the draft as directed by the board).	2/10/2026	Management and Association Council	Completed- New Committee member added, no resolution needed.
Send the board-approved legal comments on the Complete Landscaping contract to the vendor for their review and request the vendor's response (target quick turnaround to support March service timing).	2/10/2026	Management	Completed
Update the contract schedule spreadsheet (listing contracts, contacts, expiration dates, amounts, billing frequency) and provide it to the board ahead of the strategic planning session.	2/10/2026	Management	Completed

Work with management and Morgan Stanley to improve the CD reinvestment approval process and produce recommendations so future reinvestments are handled with earlier committee review	2/10/2026	Management/Committee	Complete: The Board treasurer and management have been working to ensure this process.
Remove compacted snow at the main gate	2/10/2026	Management	Completed
A question was raised regarding whether the new homeowner or the HOA paid various fees related to conveyances of property. Management will follow up with the Board regarding this matter.	1-13-2026	Management	Completed

Oak Creek Club Homeowners Association, Inc.
Board of Directors Town Hall Meeting
Tuesday, July 14, 2026 @ 6:30 P.M. Virtual

Board Members Present:
Jessica Hill - President
Michael McFarlane – Treasurer
Suzann King – Secretary

Board Members Absent:
Kip Banks - Vice President
Dr. Lenora Gant - Board Member

Others Present:
Mark Moore- Vice President, Maryland (CAMP)
Femi Aje - General Manager (CAMP)
Tashawn Andrews - Assistant General Manager (CAMP)
Courtney Spalding - Covenants Administrator (CAMP)
Members at large

Call to Order:
Jessica Hill called the meeting to order at 6:32 P.M.

Explanation of Virtual Meeting Protocol:
Tashawn Andrews explained the virtual meeting protocol.

Committee Opening
Tashawn Andrews provided an update on the number of current committee openings.

PG Police Crime Report by Officer Tyrik Battle:
Corporal Battle provided a public safety update for the past 30 days, noting responses to routine calls for service, including motor vehicle accidents, welfare checks, domestic incidents, noise complaints, property damage, residential alarms, suspicious person reports, and other miscellaneous calls. He reported that there are no significant crime trends affecting the community at this time.

He reminded residents to protect themselves against countywide thefts from motor vehicles by removing valuables, locking their vehicles, and keeping items out of sight. He also encouraged homeowners traveling during the summer to use lights on timers, have neighbors collect packages and move trash bins, and take other measures to make their homes appear occupied while away.

Land Swap Update
Chris Hatcher, land use attorney representing Carrollton Oak Creek LLC, provided an update on the proposed Parcel M development at the intersection of Mary Bowie Parkway and Church Road. He noted that the Conceptual Design Plan (CDP) has received final approval and that the project is now moving into the Preliminary Plan of Subdivision (PPS) phase, followed by the Specific Design Plan (SDP) phase.

Mr. Hatcher explained that the PPS process will evaluate public facility adequacy, including traffic, police, and fire services, while the SDP process will address architectural design, landscaping, sidewalks, and other site-specific details. He noted that many of the community's questions regarding traffic and the appearance of the development will be addressed during these upcoming review phases.

He anticipates meeting with the Board and community within the next several weeks to discuss the Preliminary Plan of Subdivision and expects architectural renderings and additional design details to be available in approximately three to four months, subject to the County's review process. He reaffirmed the developer's commitment to maintaining open communication with the Board and the community throughout the project.

Resident Forum:
Residents shared the following comments and concerns:

- Residents raised questions regarding vendor solicitation and inappropriate contractor conduct.
- Residents discussed the relationship between the Association and The Grove, expressing concerns about recent parking enforcement signage, golf course parking policies, security patrols, golfer trespassing onto private property, and resident benefits under the Memorandum of Understanding (MOU).
- Residents asked why discounts at The Grove are no longer provided.
- Residents inquired about the reconstruction timelines for fire-damaged homes.

Consent Agenda:

Clubhouse HVAC System Replacement- JD Air:
Suzann King moved to ratify the vote taken by the Board of Directors on June 30, 2026, approving the proposal from JD Air for $16,579.99 for the installation of a Bosch Premium High-Efficiency Heat Pump System, to be expensed from Repair and Replacement Reserves, Mechanical A/C and Heating account. Jessica Hill seconded the motion, which passed unanimously among those present.

New Business:

Proposals for Tree Removal at 14719 Argos Pl:
Suzann King moved to approve proposal number 22645 from McFall Barry Landscape Management for $2,400 for the removal of a large leading tree and vines located behind 14719 Argos Court, which is on HOA property, including the removal of and disposal of all associated debris. The expenditure will be funded from the landscaping maintenance general operating budget. Jessica Hill seconded the motion, which passed unanimously among those present.

Selection of Independent Agent for the 2026 Annual Meeting Election:
Michael McFarlane moved to approve Kiana Burke to serve as the independent election agent for the 2026 annual election to be expensed from the homeowner activities line item, board meetings, subject to requested clarification of voter eligibility versus member eligibility outlined in the provided agreement. Jessica Hill seconded the motion, which passed unanimously among those present.

Food Truck Pilot Program:
Suzann King moved to approve a food truck pilot program for the remainder of the 2026 pool season, offering management to coordinate food truck service on select days at the Swimming Tennis Center, subject to all applicable insurance, licensing, and operational requirements. Jessica Hill seconded the motion, which passed unanimously among those present.

Community Volunteer Form (Grounds):
Michael McFarlane moved to approve the appointment of Miguel McInnis to the Grounds Committee. Jessica Hill seconded the motion, which passed unanimously among those present.

Pine Valley Exit Gate Bi-fold Proposal:
Michael McFarlane moved to approve the proposal submitted by DMV Gates and Security Solutions in the

amount of $3,964.40 for the replacement of the Pine Valley exit lane bipolar gate, heavy-duty hinges, and primary arm replacement to the expense from the Repair Replacement Reserve line item, Gate Repair Allowance. Jessica Hill seconded the motion, which passed unanimously among those present.

J.P. Spadaro & Sons, Inc. Est.123131:
Michael McFarlane moved to approve the proposal from J.P. Spadaro & Sons, Inc. in the amount of $3,925 for the replacement of the irrigation backflow prevention device located near the Pine Valley entrance to be expensed from the Repair Replacement Reserve line-item Irrigation System Upkeep. Jessica Hill seconded the motion, which passed unanimously among those present.

Clubhouse HVAC System Replacement- New Recommendation:
Michael McFarlene moved to the proposal from Climate Control Systems in the amount of $17,330.50 for the insulation of a Carrier high-efficiency heat pump system for the clubhouse, with the expense to be paid from the Repair and Replacement Reserve, Mechanical AC and Heating. This motion supersedes the action previously approved by the Board of Directors made by consent agenda on June 3020, 26 which authorized a different HVAC proposal. Jessica Hill seconded the motion, which passed unanimously among those present.

Executive Session:
The Board of Directors unanimously voted to enter Executive Session at 8:15 pm, by a motion duly made and seconded.

Open Session:
The Board returned to Open Session at 9:19 pm

A motion was made to uphold the Covenants Committee's June 19, 2025, approval of the architectural application for account R1209853L0251831. The motion passed unanimously of those present.

A motion was made directing legal counsel to draft correspondence offering the homeowner an opportunity to resolve the matter under the Board-approved stipulations. The motion passed unanimously of those present.

Adjournment:
By a motion duly made and seconded, the Board voted unanimously to adjourn the meeting at 9:23 pm.

Board Meeting and Action Items & Follow-Ups – From This Meeting

Item	Board Meeting	Notes/Assigned	Disposition
Next treasurer's report, include the full annual budget amounts	6/9/2026	Board	
Consent Agenda- Board to provide potential dates for the June strategic planning meeting	6/9/2026	Board	
Forward the procurement committee orientation email and related materials to Mr. Thomas	6/9/2026	Management	
Prepare and send a community-wide notice for Annual Inspection Focus	6/9/2026	Management	
Provide photographs/documents showing the 100-foot and additional 35-foot buffers and the proposed tree-removal areas.	5/12/2026	Developer / Association Counsel	Open
Develop and communicate a corrective-action plan and timeline for gate	5/12/2026	Management / Dunbar / CellGate	Completed, switched to T-Mobile SIM cards

connectivity, call-box data, wiring, conduits, and gate-operation issues.			
Investigate and resolve email delivery issues involving the oakcreekclub.com domain.	5/12/2026	Management / GRS	In progress and improvements have been made.
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Follow up with developer representative Chris Hatcher regarding the inclusion of Oak Creek Club activity-center language in the Parcel M comprehensive design plan materials and confirm whether any related commercial development requirements could affect future use of the land swap property.	4/14/2026	Management	Completed: A follow-up was provided to the board.
Plan and budget for conducting future HOA elections with an independent vendor (research vendor options such as Vote HOA Now, estimate costs, and prepare a recommended process	3/10/2026	Management	
Provide and document the exact duties and deployment pattern of the peak-hour officer coverage (what they do during 10 am–6 pm, whether one person per gate, roaming duties, and how the $63,000 is allocated	3/10/2026	Management/ Vendor	Completed
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TAB

B

Femi Aje

From: Marisa Reid <[redacted]
Sent: Wednesday, August 5, 2026 6:30 PM
To: Kristen Stierwalt-Huff; James L. Bolden II; Will Abdul; [redacted] pthelwell
Cc: jamusicmike; Femi Aje
Subject: [EXTERNAL]IMPORTANT:B&F Committee meeting dates

UPDATE
Good evening All- below are dates for your consideration.

Also, Please see recent email from TaShawn regarding the budget prep. My suggested dates(any others?)
8/17 - reg meeting/committees
8/24 - working session 1 w/committees
8/31 - working session 2 w/ committees
9/ 14 (Labor Day reschedule) reg meeting - finalize draft budget

Let me hear from you by tomorrow so CAMP can proceed to communicate to other committees and the community.
Thank you

Get Outlook for iOS

Femi Aje

From: Marisa Reid [redacted]
Sent: Tuesday, August 4, 2026 10:24 AM
To: TaShawn Andrews; [redacted]; [redacted] Will Abdul
Cc: jamusicmike; Courtney Spalding; Femi Aje
Subject: [EXTERNAL]Re: Reminder: Board Memorandums & 2027 Budget Planning
Attachments: Oak Creek-B&F Motion to the Board - 8.4.2026.pdf

Good Day TaShawn,
For Board Members consideration, attached is a recommendation memo from the B&F Committee.

We will provide reschedule dates for the B&F
Committee Meeting and budget working session(s) as early as possible this week.

Thank you

From: TaShawn Andrews <tandrews@oakcreekclub.com>
Sent: Friday, July 31, 2026 7:08 PM
To: [redacted]
Subject: Reminder: Board Memorandums & 2027 Budget Planning

Good evening, Oak Creek Club Committee Members,

I hope this email finds you well. This is a friendly reminder that the next Board of Directors Meeting is scheduled for Tuesday, August 11, 2026, at 6:30 p.m.

If your committee has any memorandums that you would like presented to the Board, please submit them to Management no later than 3:00 p.m. on Tuesday, August 4, 2026, if you have not already done so.

As we begin preparations for the 2027 Budget, we also encourage each committee to revisit the priorities and budget requests previously submitted for the upcoming year. Over the coming weeks, each committee will be invited to attend a planned Budget & Finance Working Session, where you will have the opportunity to discuss your proposed priorities, funding requests, and any supporting information in greater detail. Additional information, including the date, time, and agenda for the budget working sessions, will be distributed as soon as the schedule has been finalized.

Thank you for your continued dedication and service to Oak Creek Club HOA. We sincerely appreciate your commitment to our community and look forward to working with each of you throughout the 2027 budget planning process. If you have any questions, comments, or concerns, please do not hesitate to contact your Board and Management Liaison.

Thank you,

TaShawn Andrews
Assistant Onsite General Manager
Oak Creek Club HOA
14505 Mary Bowie Pkwy
Upper Marlboro, MD 20774
tandrews@oakcreekclub.com
301-390-1721

OAK CREEK CLUB
HOMEOWNERS ASSOCIATION, INC.

OAK CREEK CLUB HOMEOWNERS ASSOCIATION, INC.
COMMUNICATIONS COMMITTEE MEETING MINUTES
MAY 18, 2026 6:30 p.m.

COMMITTEE MEMBERS PRESENT:
Martine Payton, Chair
Eric Winfield, Vice Chair
Sierra Vallin, Secretary
Pat Dowtin

COMMITTEE MEMBERS ABSENT:
Afiya Watkins
Annette Joynes

ALSO PRESENT:
Courtney Spalding, CAMP Staff
Suzann King, Board Liaison
Jessica Hill, Board Chair

I. CALL TO ORDER

The Communications Committee meeting began at approximately 6:35 p.m. A quorum was present.

II. WELCOME AND INTRODUCTIONS

Committee members, Board representatives, and management representatives introduced themselves.

III. REVIEW COMMITTEE CHARTER

The Committee reviewed the Communications Committee Charter and its responsibilities and governance provisions.

IV. SELECT CHAIR, VICE-CHAIR, AND SECRETARY

Motion: Sierra Vallin moved and Pat Dowtin seconded to elect Martine Payton as Chair, Eric Winfield as Vice-Chair, and Sierra Vallin as Secretary of the Communications Committee.

The motion passed unanimously.

V. UPDATE ABOUT RECENT HOA/BOARD ACTIVITIES

Board Liaison Suzanne King provided an update on recent Board activities and the Committee orientation materials provided by the Association.

The Committee was advised that the Board was undertaking a strategic planning process to identify Association priorities for 2026-2027, with a strategic planning meeting scheduled for May 28. Committees were encouraged to identify priorities for consideration as part of that process.

Ms. King also discussed results from a recent homeowner survey. Better explanations of decisions and costs and clearer communication and updates were identified among the leading factors that residents indicated would increase engagement with HOA meetings and updates.

The Committee was advised that development of the 2027 Association budget would begin later in the year and that committees would have an opportunity to identify potential budget needs.

VI. COMMITTEE WORK PLAN

The Committee discussed potential priorities for its 2026-2027 work plan, including:

- Improving the reliability and distribution of Association email communications
- Improving the functionality, organization, and accessibility of the Association website
- Reestablishing a resident newsletter
- Reviewing the use of text messaging and other communication channels
- Improving the availability of information and educational resources for new and existing homeowners

Following discussion, the Committee identified its three initial priorities for the Board's strategic planning process as: 1) reliable email communications 2) website improvement and 3) resident newsletter as.

Motion: Martine Payton moved and Sierra Vallin seconded to move forward with the Committee's three priorities of website improvement, email distribution and reliability, and a resident newsletter and to provide those priorities to the Board for consideration as part of its strategic planning process.

The motion passed unanimously.

Sierra Vallin agreed to prepare an initial draft of the three priorities for circulation to the Committee before submission to the Board.

VII. SELECT REGULAR MEETING DATE

Motion: Martine Payton moved and Pat Dowtin seconded to hold Communications Committee meetings bimonthly on the second Wednesday of the month, beginning July 8, 2026.

The motion passed unanimously.

VIII. ADJOURNMENT

Motion: Pat Dowtin moved and Sierra Vallin seconded to adjourn the meeting 7:53 p.m.

Oak Creek Club Homeowners Association
ACCESS COMMITTEE MEETING
Virtual
July 22, 2026 6:30 P.M.

Committee Members Present Remotely:
Julian Brown – Chair
Ettereteen Craven – Committee Member (CM)
Gary Yancy – Committee Member (CM)
Jonathan Newton – Committee Member (CM)
Teika Haymon – Committee Member (CM)
Peacola Johnson – Committee Member (CM)

Committee Members Absent:
Peter Smith – Vice Chair

CAMP:
Tashawn Andrews – Assistant Manager/AC Liaison (partial attendance)

Others Present Remotely:
Michael McFarlane – Oak Creek HOA Board Treasurer / AC Liaison

Call to Order:

Chairman called the Access Committee (AC) meeting to order at 6:39 PM.

Approval of July 2026 Meeting Agenda:

Acceptance of the AC Meeting Agenda for July 2026 with amendments were motioned for approval by CM Newton and seconded CM Craven. The minutes were approved accordingly.

Approval of June 2026 Meeting Minutes:

Acceptance of the AC Meeting Minutes from June 2026 were motioned for approval by CM Newton and seconded by CM Johnson. The minutes were approved accordingly.

Incident Report:

Chairman provided summary of incidents for – January - July 2026

By Party:

Party	Incidents
RESIDENT	15
VISITOR	10
UNKNOWN	1
Grand Total	**26**

By Gate:

Gate Entrance	Incidents
FOX TURN	9
PINE VALLEY	9
QUEEN ANNE	1
DEER RUN	1
MAIN GATE	5
CLUBHOUSE	1
Grand Total	**26**

- Total incidents (2026): **26**
- Visitor-related: **10**
- Resident-related: **15**
- Unidentified: **1**
- Incidents causing damage: **24**
- Information retrieved: **21**
- No information retrieved: **5**

Gate Entrances Report:

Chairman provided update on all gate entrances.

- Main Entrance
  - N/A
- Clubhouse
  - Bollard repair is pending.
- Pine Valley
  - N/A
- Deer Run Estates
  - N/A
- Deer Run

    - N/A
- Queen Anne
    - N/A
- Fox Turn
    - Visitor gate arm LED light is out.
- Bolling Terrace
    - N/A
- Bamberg
    - N/A

Matters for Committee Discussion/Status Information:

- Board Liaison Updates
    - Board Liaison/Treasurer Michael McFarlane had no new updates to provide at this time. The Strategic Planning meeting had not yet occurred due to scheduling difficulties, delaying review of committee initiatives. He encouraged the committee to continue presenting concerns at Board meetings.
- CAMP Liaison Updates
    - CAMP Liaison/Asst. Manager TaShawn Andrews reported that Pine Valley gate repairs were completed, all gates were operational, additional e-Loop vendor quotes were being pursued (including Wiseman and Chesapeake Electric), and information regarding the clubhouse safety bollard remained pending.
- Motion to amend implementation of open gates during rush hour. (Will be included as an option in new RFP)
- Motion to adjust gate timing and configuration. (Dependent on e-Loops installation)
- Motion for installation of speed bumps at Fox Turn on a trial basis to measure and collect data on its effectiveness. (Tabled by the Board, AC provided more information as requested).
- Motion to adopt the revised 2026-2027 Project priority list. (Pending Board Review)
- Motion for Vehicle Detection Loop Recommendation Report. (Pending Board Review)
- Motion for CAMP to solicit and obtain competitive proposals for the underground low-voltage infrastructure. (Pending Board Review)

Matters for Committee Recommendation:

- Vehicle Detection Loop Recommendation Report Amendment
    - Chairman Brown explained the proposed amendments to the previous report, are to clarify the Board's ability to adopt, modify, or reject any part of individual recommendations.
    - Acceptance of Vehicle Detection Loop Recommendation Report Amendments were motioned for approval by CM Haymon and seconded by CM Newton. The motion passed unanimously.
- Review RFP Scheduling Timeline

- The AC reviewed and discussed the proposed RFP Scheduling Timeline and shared concerns with the aggressiveness of the timeline.
- Following discussion, CM Haymon motioned to recommend that the Board authorize and direct CAMP to review, adjust and/or proceed with the proposed timeline accordingly. CM Newton seconded the motion. The motion passed unanimously.

- CAMP's Decision to Limit Distribution of Incident Reporting & Proposed Summary Reporting Alternative
  - The AC discussed the change and will request clarification regarding the distribution of incident reports to the AC.

Management/Committee Follow-up & Next Steps:

Board Liaison:
- Share with Board members the concerns from the AC and residents regarding delays in Board action, tailgating, gate timing, speeding, committee recommendations awaiting approval, and requested greater transparency regarding Board processes.

CAMP:
- Post AC Meeting minutes for June 17, 2026 to Oak Creek HOA website. – NEW
- Send AC Meeting invite for August 19, 2026. – NEW
- Post AC Meeting minutes for May 27, 2026 to Oak Creek HOA website. – PENDING
- Submit AC recommendations to Board. – IN PROCESS
- Secure a third vendor quote for e-loops. – IN PROCESS
- Send AC Meeting invite for July 15, 2026 (changed to July 22). – COMPLETE
- Send AC Meeting invite for June 17, 2026. – COMPLETE
- Establish timeline for Access Control RFP process – IN PROCESS

Chairman / Access Committee:
- Forward email correspondence from CAMP to Board Liaison regarding incident reporting change. – NEW
- Email Dunbar and CAMP leadership for clarification regarding the incident reporting policy. – NEW
- Submit July 2026 AC recommendations to the Board. – NEW
- Compose July 22, 2026 AC meeting minutes. – NEW
- AC Meeting August 19, 2026. – NEW
- Submit June 2026 AC recommendations to the Board. – COMPLETE
- Compose June 17, 2026 AC meeting minutes. – COMPLETE
- AC Meeting July 15, 2026 (changed to July 22). – COMPLETE
- Coordinate timeline with CAMP for Access Control RFP process – IN PROCESS
- Engage Prince George's County Police Department regarding the establishment of MOU with Oak Creek HOA. – PENDING

Resident Forum: 30 minutes (2 minutes per person)

Three residents expressed concern regarding delays in Board action, tailgating, gate timing, speeding, committee recommendations awaiting approval, and requested greater transparency regarding Board processes. The Board Liaison agreed to relay the concerns.

Adjournment:

CM Haymon motioned to adjourn at 8:01pm. CM Yancy seconded the motion. Chairman Brown adjourned the AC meeting at 8:02pm.

For the Oak Creek Access Control System Evaluation / RFP / Award project, I would recommend a structured 12–16 week procurement timeline that provides adequate time for requirements gathering, vendor participation, demonstrations, evaluation, and Board approval while maintaining momentum.

Proposed Access Control System RFP Timeline

Phase	Activity	Duration
Week 1	Board Authorization to Issue RFP	1 Week
Weeks 1–2	Finalize Scope of Work & RFP Package	2 Weeks
Week 3	Release RFP to Vendors	1 Day
Weeks 3–6	Vendor Response Period	4 Weeks
Week 5	Mandatory Site Walk / Pre-Bid Meeting	1 Day
Week 6	Vendor Questions Due	End of Week
Week 7	HOA Issues Final Addendum	1 Week
Week 8	Proposal Submission Deadline	1 Day
Weeks 8–10	Committee Evaluation of Proposals	2 Weeks
Weeks 10–11	Vendor Interviews & Demonstrations	1 Week
Week 12	Committee Recommendation to Board	1 Week
Week 13	Board Review & Award Decision	1 Meeting
Weeks 14–16	Contract Negotiation & Notice to Proceed	2–3 Weeks

Sample Calendar Schedule

Assuming Board authorization occurs in July 2026:

July

- Board authorizes RFP (Done)
- Access Committee finalizes requirements

August

- RFP released
- Vendor response period
- Site walk conducted
- Questions submitted and answered

September

- Vendor response period (continued)
- Proposals received
- Committee scoring and evaluation
- Vendor demonstrations

October

- Access Committee recommendation
- Board award decision
- Contract negotiations

November

- Project kickoff
- Design and implementation planning

Gate Claims 2026

Date of Incident	Location	Reimbursement Status	Amount	Vendor	What happened? Resident or Visitor
5/20/26	Fox Turn Resident	$2,423.00** Geico called 8/5 and stated a check was being mailed.	$2,423.00	DMV Gates	Resident hit and damaged gate arm causing it to be replaced.
6/5/26	Pine Valley Resident	$250.00** Check was mailed by resident 8/1	$250.00	DMV Gates	Resident did not wait for gate arm to rise while entering community.
6/10/26	Fox Turn Resident	$375.00**	$375.00	DMV Gates	Drove into gate arm without waiting for it rise.
6/18/26	Clubhouse Safety Bollard	$4,250.00** Spoke with Mgmt.	$4,250.00	DMV Gates	Resident hit bollard while entering clubhouse gate.
7/10/26	Fox Turn Visitor	$922.66**	$922.66	DMV Gates	Visitor was granted access but did not wait for the arm to rise before entering. Causing the arm to fully break off.
7/28/26	Pine Valley Exit	$2,639.40**	$2,639.40	DMV Gates	Uber driver was exiting the community when they did not wait for the bifold to fully open causing the operator to break off.

Star (*) = waiting for payment

TOTAL REIMBURSEMENT YTD- $15,312 (does not include current list)

OAK CREEK
TENNIS

TENNIS RULES

1. Tennis play has priority on all tennis courts.
2. Courts are available on a first-come, first-served basis unless reserved for approved programs or events.
3. Limit play to **1 hour** when others are waiting.
4. Wear non-marking tennis shoes only.
5. No bicycles, skateboards, scooters, rollerblades, or other wheeled devices on the courts.
6. No food, glass containers, alcohol, tobacco, vaping, or illegal substances.
7. Keep courts clean. Dispose of all trash properly.
8. Children under 12 should be supervised by an adult.
9. No pets are allowed inside the fenced court area (service animals excepted where required by law).
10. Respect other players by keeping noise to a minimum and using appropriate sportsmanship.
11. Report any court damage or unsafe conditions to HOA Management.

HOURS: DAWN TO DUSK (OR AS POSTED)

Use of these facilities is at your own risk.

Thank you for helping keep Oak Creek Tennis Courts safe, clean, and enjoyable for everyone.

TABC

Oak Creek Club Homeowners Association, Inc.
Board of Director's Meeting
August 11, 2026

MANAGEMENT REPORT

A. **Board-Approved HVAC System Replacement by Climate Control Systems - Update 8/6/26:** Management received the Board-approved proposal from Climate Control Systems (Estimate #1171) for the replacement of the HVAC system in the total amount of $17,330.50. Installation commenced on Monday, July 27, 2026, and is progressing as scheduled. Climate Control Systems return on Wednesday, July 29, 2026, to complete the installation by installing the new thermostat. Management has already observed a significant improvement in the office environment, with noticeably cooler temperatures in the management office following the replacement.

B. **Pond Maintenance and Fountain Update 8/6/26**: In an ongoing effort to resolve the ongoing discoloration of the pond, management previously reached out to a few environmental specialists to get other professional opinions of the pond. As stated, we reached out to Aquatic Environment Consultants, Inc., Environmental Quality Resources, L.L.C. (EQR), and IStormwater. Management recently decided to contact the county and a representative from the Flood Management & Environmental Resilience Division by the name of Arnold Bolanga reported onsite to further access the situation especially as it relates to the storm drain. Mr. Bolanga is an Environmental Engineer I/II with Prince George's County Government. While investigating the storm drainage system, he reconfirmed Management's theory that potentially links the possibility of the storm drain flowing into the pond. Mr. Bolanga has indicated that he would send a report to Management regarding his professional findings. To date no report has been received. However, Management has confirmed a work ticket generated by the Department of Public Works which indicates that this storm drainage is scheduled to be repaired around August 12, 2026.

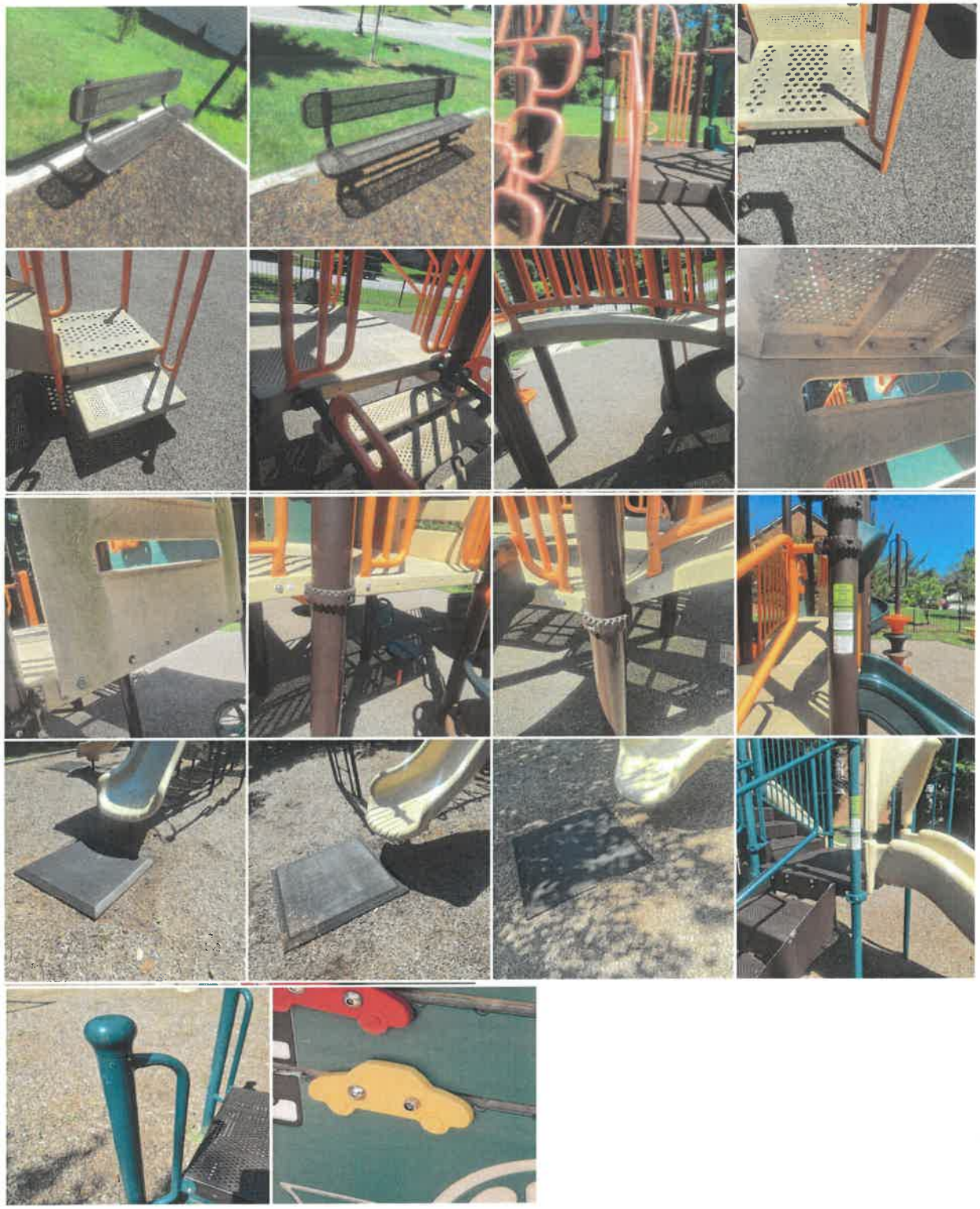
With respect to the fountains, LakeSource, LLC returned to service the pond on Monday, July 27, 2026, and confirmed upon arrival that the center fountain was still not operating properly. As a result, the fountain was removed and transported to their Easton shop for further inspection. LakeSource, LLC has advised that the primary issue is a small crack in the fountain assembly. In addition, LakeSource reported that weeds had begun to overtake the waterfall area. The vegetation was treated with an appropriate herbicide to control and mitigate further growth. To prevent additional damage to the equipment, the damaged fountain will remain out of service until the necessary repairs are completed.

Management has authorized LakeSource, LLC Estimate No. 016386, dated August 3, 2026, in the amount of $1,321.61 for the replacement of the fountain pump. The expenditure will be funded through the Association's Repair and Replacement Reserves under the "Other Property Features – Fountain Pump/Equipment" reserve component. The FY2026 Draft Reserve Study includes a reserve allocation of $19,800 for this component. No expenditures have been charged to this reserve line item during FY2026, leaving sufficient reserve funding available to cover this project.

C. **Proposal from Playground Patrol – Update 8/6/26:** Management received proposals from Playground Patrol on May 27, 2026, as a follow-up to the August 2025 playground inspection reports. The proposals addressed several of the deficiencies identified in the previous "faults only" inspection report that had been provided to the Board of Directors and the Facilities Committee. The proposals were approved and executed on June 10, 2026, and June 12, 2026, and subsequently submitted to Playground Patrol for scheduling. On July 14, 2026, Playground Patrol confirmed that the work was scheduled to commence on July 23, 2026. Playground Patrol completed the maintenance items included within the approved scope of work.

Photos of the completed work can be viewed here: *Below are some pictures of the repairs:*

- **First 3 photos:** Paramus Court – Installation of new safety stickers and labels, along with replacement of the bench frame end caps.
- **Next 9 photos:** Bleak Hill Place – Installation of new safety stickers and labels, replacement of missing hardware, and tightening of loose hardware.
- **Last 6 photos:** Hawley Lane – Installation of new safety stickers and labels, replacement of pop rivets, reinstallation of the yellow play car, and installation of three slide mats.



Playground Patrol has advised that the safety surfacing installation will be completed as soon as the necessary materials arrive. Following completion of the surfacing work, Management intends to coordinate the cleaning and sanitization of the playground equipment at both

Hawley Lane and Bleak Hill Place. As a reminder, the work completed under this contract does not constitute bringing the playgrounds into full compliance with current safety standards or inspection recommendations. Rather, the approved scope was intended as a targeted punch-list of repairs based on the inspection findings to address and reduce many of the identified hazards. Additional improvements and repairs may still be necessary to achieve full compliance.

D. **Investment Reinvestment Update (Board Action – June 9, 2026) – Update 8/6/26**: As a follow-up to the Board's motion approved at the June 9, 2026, Board Meeting, authorizing the reinvestment of the Association's maturing investments in accordance with the Association's Investment Policy and the term recommendations of the Association's Wealth Manager, Management is confirming that the following transactions have been completed:

- **Bank of America CD in the amount of $100,000, maturing on July 7, 2026; and**
- **U.S. Treasury Bill in the amount of $100,000, maturing on July 15, 2026**

Management confirms Jessica Hill provided verbal authorization to Ted Hart of Morgan Stanley to proceed with the approved reinvestments in accordance with the Board's direction. Management provided the Board with a Morgan Stanley Activity Report, published as of July 28, 2026, which reflects the transactions completed by the Association's Wealth Manager. Additionally, the Budget and Finance Committee has been asked to review the Association's current cash position and investment portfolio and provide any recommendations they believe should be considered regarding future investment strategies or available cash balances.

E. **Update for Policy and Procedures for Electronic Notice, Voting & Meetings - Update 8/6/26:** The Elections Committee Resolution was fully executed on July 16, 2026, and has since been posted to the Association's website. Management is preparing to distribute a community-wide notice regarding the upcoming election process and will also publish the announcement on the Association's website to ensure residents are informed.

F. **Pine Valley Exit Gate was repaired on 7-22-26 by DMV Gates – Update 8/6/26**: The Pine Valley exit gate was recently approved for repair in the amount of $3,964.40 and the repairs were successfully completed on Wednesday, July 22, 2026. Unfortunately, today July 28, 2026, the gate was struck and damaged by a delivery driver. Management is currently coordinating with Dunbar Security to obtain the necessary incident information, including any available reports, and supporting documentation, to pursue reimbursement from the party responsible. In addition, Management has contacted DMV Gates to obtain repair and/or replacement estimates so that the gate can be restored to proper working conditions as quickly as possible. Management has received Gates Estimate#4720 in the amount $2,639.40 for this repair that is awaiting Board approval.

G. **Oak Creek Day – July 19, 2026 – Update 8/6/26**: Oak Creek Day, held on July 19, 2026, was a success and well attended by residents and guests. Management extends its sincere appreciation to everyone who participated, with special thanks to the Social Committee and

TaShawn for their involvement, planning, and proactive efforts in making this year's event a success. As part of the celebration, Oak Creek Club Homeowners Association was formally recognized by Prince George's County and the State of Maryland in honor of the community's 20th Anniversary. The Association was commended for its continued commitment to excellence and its reputation as one of Prince George's County's premier residential communities. Below are the official citations presented by the State of Maryland and Prince George's County commemorating this milestone.

The State of Maryland

Governor of the State of Maryland, to

OAK CREEK COMMUNITY
20th ANNIVERSARY

, Greetings:

Be it Known: Because of your demonstration of high integrity and ability, meeting our great trust and respect, we are most pleased to award you the

Governor's Citation

in appreciation of your outstanding services to the citizens of this State

THE SENATE OF MARYLAND

Senatorial Citation

Be it hereby known to all that
sincerest congratulations
are offered to the

Oak Creek Community

in recognition of your

20 Anniversary. Set in verdant Prince George's County and anchored by a premier golf course, Oak Creek is the only gated country club community in the county that merges upscale architecture with recreational leisure and community excellence. We celebrate and acknowledge the Oak Creek Community on this occasion and recognize your contribution to the vitality of our great community.

Presented on this 18th day of July, 2026

By Senator

23rd Legislative District of Maryland

H. **<u>IMPORTANT PG County Legal Updates – Update 8/6/26</u>**: Enclosed is a copy of the recently enacted Prince George's County regulations. The Association's attorney has advised that his firm is continuing to analyze the scope, effectiveness, and enforceability of the new regulations. Based on their preliminary legal assessment, they do not believe Prince George's County has the legal authority to require that a homeowners association's Board President reside within the County, particularly in communities that remain under developer control. Management will continue to monitor guidance from legal counsel and provide the Board with updates as additional analysis and interpretations become available.

I. **<u>Resolutions of Approvals for the CDPs for the LAND SWAP – Update 8/6/26</u>**: As a follow-up to the Town Hall Meeting held on July 14, 2026, Management emailed Mr. Chris Hatcher to request copies of the Resolutions of Approval for the CDPs **(see enclosures)**, as he indicated he would provide them so they could be shared with the Board. I also reminded Mr. Hatcher of his commitment to provide an update regarding the Parcel M entitlements, as well as any related

traffic and design plans. This information will assist the Board in determining whether it would be beneficial to invite him and his team to present and discuss the proposed plans at the upcoming Board of Directors meeting on August 11, 2026. I will discuss this matter further with Jessica to confirm whether Mr. Hatcher should be formally invited to attend the August 11 Board meeting or not. Management has not received any additional information or documentation regarding this matter, and Mr. Chris Hatcher is not expected to attend the August Board meeting. Mr. Hatcher has advised that the project remains in the preliminary planning phase, with draft site development plans (SDP) currently being prepared. He anticipates that formal plans will not be ready for submission for approximately two (2) more months. Based on this timeline, Mr. Hatcher indicated that he would be better prepared to provide a project update and discuss the proposed development at the September 2026 Board meeting. Accordingly, Management has extended an invitation to Mr. Hatcher and his developer client to attend the September 8, 2026, Board Meeting.

J. **Conveyances** - 39 conveyances year-to-date for 2026.

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

2026 Legislative Session

Resolution No. CR-005-2026

Proposed by Council Member Oriadha

Introduced by Council Members Oriadha, Ivey, Burroughs, Dernoga and Adams-Stafford

Co-Sponsors

Date of Introduction February 3, 2026

RESOLUTION

A RESOLUTION concerning

Common Ownership Communities Program Rules and Regulations Promulgation

For the purpose of the County Council's promulgation of rules and regulations governing the implementation and administration of the Common Ownership Communities Program.

WHEREAS, pursuant to Section 13-314 of the County Code, The County Council found "that Prince George's County is facing significant issues with respect to the lack of management and oversight as it relates to Common Ownership Communities; that there is a lack of homeowner education with regard to the real estate process, governance, enforcement procedures, and resolution of disputes; that there exists a misunderstanding amongst homeowners of the responsibilities of the developer/builder as it relates to the establishment and direction of an efficiently operated homeowner association/Common Ownership Community"; and

WHEREAS, as an effective response "the County Council for Prince George's County, Maryland hereby declares that it is the public policy of Prince George's County to establish a program to assist in addressing the needs of Common Ownership Communities by providing education, training and alternative dispute resolution services through the Common Ownership Communities Program"; and

WHEREAS, pursuant to Section 13-315(b) of the County Code, the County Council has authority to promulgate rules and regulations "consistent with the purpose and spirit of the Common Ownership Communities Program"; and

WHEREAS, such rules and regulations shall govern the implementation and administration of the Common Ownership Communities Program.

NOW, THEREFORE, BE IT RESOLVED by the County Council of Prince George's County, Maryland, that under the authority granted to the County Council pursuant to Section 13-315(b) of the County Code, the County Council shall promulgate rules and regulations consistent with the purpose and spirit of the Common Ownership Communities Program.

BE IT FURTHER RESOLVED that the rules and regulations that shall govern the implementation and administration of the Common Ownership Communities Program are found in Attachment A.

Adopted this 17th day of March, 2026.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Krystal Oriadha
Chair

ATTEST:

_____
Donna J. Brown
Clerk of the Council

CR-005-2026

ATTACHMENT A

COMMON OWNERSHIP COMMUNITIES PROGRAM RULES AND REGULATIONS

1) Common Ownership Communities and Property Management Company/Community Manager shall have electronic copies of all executed contracts with their third-party vendors online with free access for all homeowners.

   Subject to §11B-112(a)and(c) of the Maryland Real Property Article of the Maryland Annotated Code, as it relates to Homeowners Associations, §11-116(c) of the Maryland Real Property Article of the Maryland Annotated Code, as it relates to Condominium Associations, and §5-6b-26(a) of the Maryland Corporations and Associations Article, as it relates to cooperative housing corporations, Common Ownership Communities and Property Management Companies shall maintain an online portal where only homeowners may access an electronic version of the contracts and the governing documents which includes their Articles of Incorporation, Declaration, Master Deed, Covenants, Bylaws, Rules, Regulations, and Resolutions.

2) Common Ownership Communities and Property Management Company/Community Manager shall send electronic versions of the executed contracts entered into by the Common Ownership Community, annually on January 1st of each year, to the homeowners. Additionally, Subject to §11B-112(c)(2-3) of the Maryland Real Property Article of the Maryland Annotated Code, as it relates to Homeowners Associations, when a Common Ownership Community executes a new contract or when any modifications to a contract is executed, the Common Ownership Community shall send an electronic version of the new or modified executed contract within 30 days of said modification or execution.

3) A majority of the Common Ownership Community Board Members, including the president, are required to reside within the community.

4) There shall be a reasonable fee charged to homeowners who request copies of Homeowners Association documents, included but not limited to bylaws, vendor contracts and board meetings for an amount of up to ten cents (.10) per page

5) Subject to §11B-112(c) of the Maryland Real Property Article of the Maryland Annotated Code, as it relates to Homeowners Associations, §11-116(c) of the Maryland Real Property Article of the Maryland Annotated Code, as it relates to Condominium Associations, and §5-6b-26(a) of the Maryland Corporations and Associations Article of the Maryland Annotated Code, as it relates to cooperative housing corporations, Property Management Company/Community Manager shall be responsible for maintaining the Common Ownership Community documents. In

the event there is no Property Management Company/Community Manager, such responsibility shall be with the Common Ownership Community's Board Members.

6) Subject to §11B-112(a) of the Maryland Real Property Article of the Maryland Annotated Code, §11-116(c) of the Maryland Real Property Article of the Maryland Annotated Code, and §5-6b-26(a) of the Maryland Corporations and Associations Article, If the documents referenced in Section 5, above, are not available to an owner within the Common Ownership Community within 48 hours, fines shall be assessed as follows:

   1st violation – Up to Five Hundred Dollars ($500.00) if documents not provided within 10 business days.

   2nd violation – Up to One Thousand Dollars ($1,000.00) if documents not provided within 20 business days.

   3rd violation – Up to Five Thousand Dollars ($5,000.00) if documents not provided within 40 business days.

   Fines shall be satisfied from funds taken from Property Management Company/Community Manager contracts as liquidated damages. If there are no such property management contracts, fines shall be satisfied from the Common Ownership Community Board funds as liquidated damages.

7) There shall be minimum mandatory board meetings once a quarter that are open to all owners.

If you have a community manager you have 30 days to rectify the violation, and if not operated by a community manager, you have 60 days to rectify.

8) Common Ownership Community Board Members, as a condition of membership, shall have training in community governance and emergency preparedness.

9) The Common Ownership Community Board shall provide electronic or mail notification of the depletion of reserve funds with the triggering threshold amount for the requirement determined by the Commission on Common Ownership Communities.

Details

Reference No.	CR-005-2026 Draft No. 3		
Type:	Resolution	Status:	Adopted
		Meeting Body	Planning, Housing and Economic Development Committee
Meeting Date	2/3/2026		
Introduced Date	2/3/2026	Public Hearing Date	
Effective date:	3/17/2026		

Title: A RESOLUTION CONCERNING COMMON OWNERSHIP COMMUNITIES PROGRAM RULES AND REGULATIONS PROMULGATION for the purpose of the County Council's promulgation of rules and regulations governing the implementation and administration of the Common Ownership Communities Program.

Proposers/Sponsors: Krystal Oriadha, Jolene Ivey, Edward P. Burroughs, Thomas E. Dernoga, Shayla Adams-Stafford

Attachments: 1. CR-005-2026 - signed, 2. R2026005, 3. CR-005-2026 Attachment A (DR-3), 4. CR-005-2026 Summary, 5. CR-005-2026 Report, 6. CR-005-2026 PAFI

Contact: Leroy D. Maddox Jr., Legislative Attorney

History (6) Text

6 records Group Export

Date	Ver.	Action By	Action	Result	Action Details	Meeting Details	Video
3/17/2026	2	County Council	new draft substituted	Pass	Action details	Meeting details	Video
3/17/2026	2	County Council	amended (1)	Pass	Action details	Meeting details	Video
3/17/2026	2	County Council	adopted	Pass	Action details	Meeting details	Video
2/19/2026	1	Planning, Housing and Economic Development Committee	amended (1)	Pass	Action details	Meeting details	Video
2/19/2026	1	Planning, Housing and Economic Development Committee	Favorably recommended with amendments	Pass	Action details	Meeting details	Video
2/3/2026	1	County Council	introduced and referred		Action details	Meeting details	Video

Prince George's County Council

Agenda Item Summary

Meeting Date: 2/3/2026 **Effective Date:** 3/17/2026
Reference No.: CR-005-2026 **Chapter Number:**
Draft No.: 3 **Public Hearing Date:**
Proposer(s): Oriadha
Sponsor(s): Oriadha, Ivey, Burroughs, Dernoga and Adams-Stafford
Item Title: A RESOLUTION CONCERNING COMMON OWNERSHIP COMMUNITIES PROGRAM RULES AND REGULATIONS PROMULGATION for the purpose of the County Council's promulgation of rules and regulations governing the implementation and administration of the Common Ownership Communities Program.

Drafter: Leroy D. Maddox Jr., Legislative Attorney
Resource Personnel: Adewale Daramola, Chief of Staff, Council District 7

LEGISLATIVE HISTORY:

Date:	Acting Body:	Action:	Sent To:
02/03/2026	County Council	introduced and referred	PHED
	Action Text: This Resolution was introduced by Council Members Oriadha, Ivey, Burroughs, Dernoga and Adams-Stafford and referred to the Planning, Housing and Economic Development Committee.		
02/19/2026	PHED	amended (1)	
	Action Text: A motion was made by Vice Chair Oriadha, seconded by Council Member Adams-Stafford, that this Resolution be amended (1). The motion carried by the following vote: Aye: 5 Blegay, Oriadha, Adams-Stafford, Dernoga and Olson		
02/19/2026	PHED	Favorably recommended with amendments	
	Action Text: A motion was made by Vice Chair Oriadha, seconded by Chair Blegay, that this Resolution be Favorably recommended with amendments. The motion carried by the following vote: Aye: 5 Blegay, Oriadha, Adams-Stafford, Dernoga and Olson		
03/17/2026	County Council	new draft substituted	

Action Text:
A motion was made by Council Member Fisher, seconded by Council Member Blegay, that a new draft of this Resolution be substituted. The motion carried by the following vote:

Aye: 10 Oriadha, Olson, Adams-Stafford, Blegay, Dernoga, Fisher, Harrison, Ivey, Hunter and Adams

Absent: 1 Burroughs

03/17/2026 County Council amended (1)

Action Text:
A motion was made by Vice Chair Olson, seconded by Council Member Hunter, that this Resolution be amended. The motion carried by the following vote:

Aye: 10 Oriadha, Olson, Adams-Stafford, Blegay, Dernoga, Fisher, Harrison, Ivey, Hunter and Adams

Absent: 1 Burroughs

03/17/2026 County Council adopted

Action Text:
A motion was made by Vice Chair Olson, seconded by Council Member Harrison, that this Resolution be adopted. The motion carried by the following vote:

Aye: 10 Oriadha, Olson, Adams-Stafford, Blegay, Dernoga, Fisher, Harrison, Ivey, Hunter and Adams

Absent: 1 Burroughs

AFFECTED CODE SECTIONS:

BACKGROUND INFORMATION/FISCAL IMPACT:
This legislation puts forth rules and regulation promulgated by the County Council for the implementation and administration of the Common Ownership Communities Program.

Document(s): R2026005, CR-005-2026 Attachment A (DR-3), CR-005-2026 Report, CR-005-2026 PAFI

PRINCE GEORGE'S COUNTY COUNCIL

COMMITTEE REPORT

2026 Legislative Session

Reference No.:	CR-005-2026
Draft No.:	2
Committee:	PLANNING, HOUSING, AND ECONOMIC DEVELOPMENT
Date:	2/19/2026
Action:	FAVORABLE WITH AMENDMENTS

REPORT: Committee Vote: Favorable with Amendments, 5-0 (In favor: Council Members Blegay, Oriadha, Adams-Stafford, Dernoga, and Olson)

The Planning, Housing, and Economic Development (PHED) Committee met on February 19, 2026, to consider CR-005-2026. PHED Committee Director Rana Hightower summarized the purpose of the resolution and provided an overview of comments received regarding the legislation.

As presented on Tuesday, February 3, 2026, Draft-1 is for the purpose of the County Council promulgation of rules and regulations governing the implementation and administration of the Common Ownership Communities Program. This legislation was introduced last year as CR-085-2025 and passed out of the PHED Committee with amendments.

Ms. Miller-Whye, from the Budget and Policy Analysis Division of the County Council, stated that CR-005-2026 aims to establish rules and regulations for the Common Ownership Communities program. The Commission was created to ensure the proper establishment and operation of homeowners' associations, condominium associations, and cooperative housing units. It promotes public awareness and helps homeowners understand their rights and obligations when living in a common ownership community. The Commission is also responsible for assisting and overseeing the development of coordinated policies, programs, and services that support these communities. The establishment of this program is not expected to have any direct or indirect fiscal impact.

Vice Chair Oriadha explained that the proposed legislation was presented to the PHED Committee last year, and almost all recommended amendments were accepted. She also mentioned that communities across the County have real concerns about common ownership communities. There are concerns about access to information and the fees for obtaining it, as well as about individuals who do not live in the community serving on the boards of homeowners' associations, condominium associations, and cooperative housing units.

Council Member Adams-Stafford emphasized that this is a serious concern for many communities. She proposed an amendment requiring homeowners' associations, condominium associations, and cooperative housing units to notify residents in writing if reserve funds are going to be depleted. There have been issues in some of her communities when reserve funds are exhausted, affecting essential services such as snow removal, community pool maintenance, road improvements, and the installation of speed bumps.

Council Member Adams-Stafford suggested establishing a threshold for notifying residents when such expenditures are almost depleted.

PHED Committee Vice Chair Oriadha stated that program regulations could include a rule mandating notification and allowing the common ownership community to set the threshold for informing residents.

Ms. Owens, the County Council Liaison from the County Executive's Office, stated that the County Executive supports the resolution. She noted that the County Executive has inquired about the comments from the Office of Community Relations (OCR) on preemption and privacy. Additionally, the County Executive requested that the committee consider the amendments suggested by the OCR.

Ms. MaShawn Hall, Unit Chief of the Common Ownership Communities Division within the OCR, provided testimony regarding their comments and discussed written comments from two commissioners who serve on the Prince George's County Common Ownership Communities Commission.

Ms. Hall explained that OCR supports transparency and accountability to help build trust among homeowners' associations, condominium associations, and cooperative housing units. She explained that provisions in the proposed legislation may conflict with existing Maryland State law governing Common Ownership Communities. There is a concern about the operational, administrative, and procurement costs burdening communities. Ms. Hall also encouraged common ownership governance training to be required as part of the program regulations.

Ms. Hall emphasized that the Office of Community Relations (OCR) supports transparency and accountability to build trust in homeowners' associations, condominium associations, and cooperative housing units. She pointed out that certain provisions in the proposed legislation may conflict with existing Maryland state law governing Common Ownership Communities. Additionally, there are concerns about the operational, administrative, and procurement costs that these communities may face. Ms. Hall also recommended that the program regulations require common ownership communities to participate in governance training.

PHED Committee Vice Chair Oriadha agreed with OCR's comments on the need for governance training.

Council Member Dernoga suggested combining numbers one and three within the program regulations. There was a technical amendment to regulation number two to add the word "executed" to the reference and to remove the language regarding the listed sections.

Ms. Hall read the written testimony submitted from the Vice Chair, Commissioner, and Secretary of the Common Ownership Communities Commission.

Vice Chair Mr. Robert E. Nicholson submitted testimony requesting mandatory training requirements for board members, amending the timeline for requiring community managers to release documents, and reconsidering the penalties imposed if documents are not released within 48 hours.

Commissioner Ms. LaShauna Tillmon's written comments explained that the proposed regulations present significant legal and operational conflicts with existing State of Maryland statutory regulations regarding homeowners' associations, condominium associations, and cooperative housing units.

Council Member Adams-Stafford requested an amendment to add emergency preparedness training and resources as a component of the training requirements.

The committee voted 5-0 to add amendments to Attachment A of CR-005-2026. The amendments were as follows:

1. Combine the language under numbers 1 and 3.

2. Add the word "executed" in front of the word contract in number 2 and remove the section referencing the code.

3. Add language recommending the training from the County Executive's team and providing emergency preparedness training and resources.

4. Add language requiring an electronic or mail notification for the depletion of reserved funds, and the Commission shall set the reduction rate.

5. Add a technical amendment to delete all references to "property manager" and replace with "community manager".

On motion of PHED Committee Vice-Chair Oriadha, seconded by PHED Committee Chair Blegay, the committee voted 5-0 in favor of CR-005-2026 with amendments.

PRINCE GEORGE'S COUNTY COUNCIL

Budget & Policy Analysis Division

February 18, 2026

FISCAL AND POLICY NOTE

TO: David H. Murray
Council Administrator

Colette R. Gresham, Esq.
Deputy Council Administrator

THRU: Lavinia Baxter
Senior Legislative Budget and Policy Analyst

FROM: Shalene Miller-Whye
Legislative Budget and Policy Analyst

RE: Policy Analysis and Fiscal Impact Statement
CR-005-2026 Common Ownership Communities Program Rules and Regulations Promulgation

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CR-005-2026 (*proposed by*: Councilmember Oriadha)

Assigned to the Planning, Housing, and Economic Development (PHED) Committee

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A RESOLUTION concerning Common Ownership Communities Program Rules and Regulations Promulgation for the purpose of the County Council promulgation of rules and regulations governing the implementation and administration of the Common Ownership Communities Program.

Fiscal Summary

Direct Impact:

Expenditures: No direct expenditure impact likely.

Revenues: No direct revenue impact likely.

Indirect Impact:

No indirect impact.

Legislative Summary:

CR-005-2026[1] proposed by Councilmember Oriadha was presented to the Council on February 3, 2026, and referred to the Planning, Housing, and Economic Development Committee. It would promulgate rules for the Common Ownership Communities Program.

If enacted, CR-005-2026 would:

- Establish rules and regulations of the Common Ownership Communities program.

Resource Personnel:

- Leroy D. Maddox Jr., Legislative Attorney
- Tre'von Sawyers, Chief of Staff

Current Law/Background:

The Common Ownership Communities Program was established by CB-15-2007[2]. This program was established due to the lack of management and oversight in Common Ownership Communities, aiming to address their needs by providing education, training, and dispute mediation services. Through this, it established the County Executive as the authority of rules and regulations, subject to approval by the Council.

CB-015-2007 established the Commission on Common Ownership Communities to ensure:

- the proper establishment and operation of homeowners' associations, condominium associations, and cooperative housing corporations.
- to promote education, public awareness, and association memberships.
- reduce the number and divisiveness of disputes and encourage informal resolution of disputes.
- maintain property values and quality of life in Common Ownership Communities.
- assist and oversee the development of coordinated community and government policies, programs, and services which support these communities'; and,
- prevent potential public financial liability for the repair or replacement of common ownership community facilities.

Currently, staffing for the Commission is provided by the Office of Community Relations, as per Section 13-314.06 of this Division. Further, the director of the Office of Community Relations currently has responsibilities related to administering the Common Ownership Communities Program. As well as duties described in section 13-317, which consist of researching, assembling, and disseminating data and materials about activities and programs related to Common Ownership Communities, developing and maintaining the program, as well as operating the dispute mediation process.

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[1] Prince George's County Council - Reference No. CR-005-2026
[2] Prince George's County Council - Reference No. CB-015-2007

Additionally, according to sections 13-314.10 and 13-314.11, the Commission is required to submit an annual report to the County Executive and County Council and a quality review every three to five years, to be produced as a written report from a professional, non-partisan, objective group and delivered to the County Executive and County Council.

CB-045-2025

CB-045-2025[3] gave the County Council the authority to promulgate rules and regulations consistent with the program's purpose and spirit. This is the first set of rules and regulations promulgated for the program.

CR-85-2025

CR-085-2025[4] was introduced and referred to the Planning, Housing, and Economic Development committee on September 9, 2025. It passed through the committee favorably with amendments on October 16, 2025, and had no action taken on November 18, 2025.

Discussion/Policy Analysis

CR-045-2026

CB-045-2025 gave the County Council the ability to promulgate rules and regulations for the Common Ownership Communities program. These rules shall be in the purpose and spirit of the Common Ownership Program and govern its implementation and administration.

Based on the County Code and the Prince George's County Common Ownership Communities program's website, the Commission was established to ensure the proper establishment and operation of homeowners' associations, condominium associations, and cooperative housing units. Additionally, the Commission promotes public awareness and homeowners' association membership understanding of the rights and obligations of living in a common ownership community. Through the Commission, they are also responsible for assisting and overseeing the development of coordinated community and government policies, programs, and services that support these communities. The proposed rules are in Attachment 2.

The Office of Community Relations submitted legislative comments on the legislation's impact. The agency stated the following:

- Several provisions within the resolution create significant operational, compliance, and administrative challenges.
- There may be conflicting statutory frameworks with Maryland law.
- Requirements impose operational and administrative burdens, which may potentially reduce the number of businesses in the County.
- It may expose proprietary pricing structure due to disclosure of contracts, which may reduce vendor participation, increase procurement costs, and create confidentiality and cybersecurity risks for associations.

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[3] Prince George's County Council - Reference No. CB-045-2025
[4] Prince George's County Council - Reference No. CR-085-2025

- Mandatory document production deadlines and financial penalties that may be operationally unrealistic and create insurance and liability exposure for associations and management firms.
- This legislation does not address the critical distinction between community association management firms and traditional property management companies.

Fiscal Impact:

- *Direct Impact*

Enactment of CR-005-2026 is not likely to have a direct fiscal impact.

- *Indirect Impact*

Enactment of CR-005-2026 is not likely to have an indirect fiscal impact.

- *Appropriated in the Current Fiscal Year Budget*

  N/A

Effective Date:

The proposed Resolution shall be effective on the date of adoption and, unless otherwise stated in a specific provision.

If you require additional information or have questions about this fiscal impact statement, please call me.

The Maryland-National Capital Park and Planning Commission
PRINCE GEORGE'S COUNTY
Planning Department
1616 McCormick Drive, Largo, MD 20774 • pgplanning.org • Maryland Relay 7-1-1

May 12, 2026

RECEIVED
May 12, 2026
CLERK OF THE COUNCIL
PRINCE GEORGE'S COUNTY, MD

Carrollton Oak Creek, LLC
9821 Rhode Island Avenue
College Park, MD 20740

Re: Notification of Planning Board Action on
Comprehensive Design Plan CDP-9902-06
Oak Creek Club

Dear Applicant:

This is to advise you that, on **May 7, 2026,** the above-referenced Comprehensive Design Plan was acted upon by the Prince George's County Planning Board, pursuant to the Transitional Provisions of Section 27-1700 of the Prince George's County Zoning Ordinance and in accordance with the attached Resolution.

Pursuant to Section 27-523 of the prior Zoning Ordinance, the Planning Board's decision will become final 30 calendar days after the date of this final notice **(May 12, 2026)** of the Planning Board's decision, unless:

1. Within the 30 days, a written appeal has been filed with the District Council by the applicant or by an aggrieved person that appeared at the hearing before the Planning Board in person, by an attorney, or in writing and the review is expressly authorized in accordance with Section 25-212 of the Land Use Article of the Annotated Code of Maryland; or

2. Within the 30 days (or other period specified by Section 27-291 of the prior Zoning Ordinance), the District Council decides, on its own motion, to review the action of the Planning Board.

Please direct any future communication or inquiries regarding this matter to Ms. Donna J. Brown, Clerk of the County Council, at 301-952-3600.

Very truly yours,
Sherri Conner, Planning Division Chief
Development Review Division

By: Meng Sun
Reviewer

Attachment: PGCPB Resolution No. **2026-021**

cc: Donna J. Brown, Clerk of the County Council
Persons of Record

The Maryland-National Capital Park and Planning Commission
PRINCE GEORGE'S COUNTY
Planning Department
1616 McCormick Drive, Largo, MD 20774 • pgplanning.org • Maryland Relay 7-1-1

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THE MARYLAND-NATIONAL CAPITAL
Park and Planning Commission
Prince George's County Planning Board | Office of the Chairman

1616 McCormick Drive, Largo, MD 20774
301-952-3560
pgcpb@ppd.mncppc.org
www.pgplanningboard.org

PGCPB No. 2026-021 File No. CDP-9902-06

RESOLUTION

WHEREAS, a new Zoning Ordinance, Subtitle 27, Prince George's County Code went into effect on April 1, 2022; and

WHEREAS, the subject property is within the Legacy Comprehensive Design Zone (LCD); and

WHEREAS, the applicant, Carrollton Oak Creek, LLC, submitted an application for approval of a comprehensive design plan; and

WHEREAS, pursuant to Section 27-1704(g) of the Prince George's County Zoning Ordinance, property in the LCD Zone may proceed to develop in accordance with the standards and procedures of the Zoning Ordinance effective prior to April 1, 2022 (prior Zoning Ordinance), and subject to the terms and conditions of prior development approvals (Basic Plans A-8427-C-02, A-8578-C-02, A-8579-C-02, CDP-9902, and amendments thereto), which it has received.; and

WHEREAS, therefore, the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission reviewed this application under the Zoning Ordinance in existence prior to April 1, 2022; and

WHEREAS, in consideration of evidence presented at a public hearing on April 16, 2026, regarding Comprehensive Design Plan CDP-9902-06 for Oak Creek Club, the Planning Board finds:

1. **Request:** The subject Comprehensive Design Plan CDP-9902-06 seeks to amend CDP-9902, along with CDP-9903, revising the land use on an 8.09-acre portion of the site known as Development Parcel M, for development of 28 single-family detached dwelling units in the prior Residential Low Development (R-L) and Local Activity Center (L-A-C) Zones.

2. **Development and Data Summary:** CDP-9902, along with CDP-9903 (as amended), approved a maximum of 1,148 dwelling units (929 single-family detached and 219 single-family attached) on approximately 923 acres. The Oak Creek Club development is organized into 13 development parcels (areas), which are located on both the east and west sides of Church Road. The R-L-zoned portion of the development is approved for 1,096 dwelling units (877 single-family detached and 219 single-family attached) on approximately 890 acres. The L-A-C-zoned portion of the development is approved for 52 single-family detached dwelling units on approximately 33 acres. The approved CDPs also allowed 26,000 square feet of a retail neighborhood center, an 18-hole golf course, a combination of a golf club and a community center as recreational facilities, preservation of a historic site, a school and park site, and open space which preserves many specimen trees and an existing pond.

   The subject CDP-9902-06, along with CDP-9903-05, approved 28 single-family detached dwelling units in approximately 8.09 acres in Development Parcel M, which may include up to 12 additional single-family detached dwelling units in the R-L Zone, and/or up to 24 additional single-family detached dwelling units in the L-A-C Zone. With the subject amendment, the overall development of Oak Creek Club will feature 1,176 dwelling units (957 single-family detached and 219 single-family attached) on the approximate 917.75-acre site. The R-L-zoned

portion of the site is approved for 1,108 dwelling units (889 single-family detached and 219 single-family attached) on approximately 884.75 acres. The L-A-C-zoned portion of the site is now approved for 76 single-family detached dwelling units. The acres of floodplain and land area for the R-L Zone and for the overall development have been updated based on the latest survey. Within the subject amendments, the sum of additional dwelling units in the R-L and L-A-C Zones equals 36 dwelling units, which is 8 units more than the total 28 dwelling units approved. The number of dwelling units approved with the subject CDP amendment is consistent with approved Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02, which provide flexibility in the number of dwelling units in each zone. To avoid confusion for future readers, a condition is included herein to add a note to clearly indicate the additional dwelling units approved by the subject amendments in the Site Data Chart on the CDP.

The following chart shows details of the development data:

	APPROVED	**EVALUATED**	**APPROVED**	**EVALUATED**	**APPROVED**	**EVALUATED**
	CDP-9902 as amended	CDP-9902-06	CDP-9903 as amended	CDP-9903-05	Overall Oak Creek Club Development	
Current Zone	LCD					
Prior Zone(s)	R-L		L-A-C		R-L/L-A-C	
Gross track area (acres)	890	884.75*	33	33	923	917.75*
100-year floodplain (acres)	92**	78.5**	0	0	92**	78.5**
Net tract area/ Adjusted Gross Acreage(acres)	844	845.5	33	33	877	878.5
Base density: (units)***	844	845 (1.0 x 845.5 acres)	179	216 (8.0 x 27.1 acres)	1,023	1061
Maximum: density(units)***	1266	1,268 (1.5 x 845.5 acres)	271	327 (12.1 x 27.1 acres)	1,537	1,595
Total approved density(units)	1096	1,108 (1.31 DU/acre)	52	76 (2.3 DU/acre)	1,148	1,176
Single-family detached (SFD) units	877	889	52	76	929	957
Single-family attached (SFA) units	219	219	0	0	219	219

Notes: *In an email dated February 23, 2026, the applicant notes that because of a more accurate field survey data, the gross track area of the R-L-zoned portion of the property measures 884.75 acres, and the overall development land measures 917.75 acres. The revised land areas are used for the evaluated columns above.

**In an email dated December 24, 2025 (Babar to Sun), the floodplain program manager of the Prince George's County Department of Permitting, Inspections and Enforcement (DPIE) noted that two areas of floodplain were used in prior approvals, namely 92 acres

and 73 acres. In the original 2002 floodplain study, 73 acres were used. It appears that some confusion occurred in 2007, due to a floodplain study, and 92 acres were used in the Site Data Chart in the approved CDP-9902-02, which is the latest approved plan and is used in the approved column. The floodplain program manager of DPIE notes that 73 acres should be used for the existing floodplain, if it is measured correctly by the engineer. However, based on the response letter and revised CDP site plans submitted by the applicant post Subdivision Development Review Committee meeting on December 26, 2025, the floodplain total acreage has been updated to 78.5 acres according to the latest survey. The 78.5 acres is based on the final floodplain study approved after the original CDP was approved and has been used throughout development of the project. The revised floodplain acreage is used for the evaluated columns above.

A condition is included herein to add a note under the Site Data Chart to indicate the gross area and floodplain area are changed due to the latest survey information.

***Per Section 27-486(a) of the prior Prince George's County Zoning Ordinance, residential density determinations in the L-A-C Zone shall be based on an average number of dwelling units per gross residential acre. The gross residential acre for mixed-use land is calculated per Section 27-485 of the prior Zoning Ordinance. The base density for neighborhood centers in the L-A-C Zone is eight dwelling units per gross residential acre, and maximum density is 12.1 dwelling units per gross residential acre. Detailed information can be found on page 29 of the CDP-9903-05 L-A-C Zone text document.

Pursuant to Section 27-486(a), residential density determinations in the R-L Zone shall be based on an average number of dwelling units per gross acre, minus 50 percent of the density attributed to any land located within a 100-year floodplain. The adjusted gross acreage (acres) is calculated as gross tract area minus 50 percent of any land located within a 100-year floodplain. The base density for the R-L Zone is 1.0 dwelling unit per gross acre, and maximum density is calculated as 1.5 dwelling unit per gross acre. Detailed information can be found on page 27 of the CDP-9902-06 R-L Zone text document.

3. **Location:** The overall development, Oak Creek Club, is located at the intersection of Oak Grove Road and Church Road, directly north of Oak Grove Road, and on the east and west sides of Church Road, approximately 3,900 feet south of the intersection of Church Road and MD 214 (Central Avenue). The subject area of amendment, known as Development Parcel M, is located at the northeast area of the intersection of Mary Bowie Parkway and Church Road. Development Parcel M is in Planning Area 74A and Council District 6.

4. **Surrounding Uses:** The 8.09-acre site, known as Development Parcel M, is within the overall 917.75-acre Oak Creek Club development and is bounded to the north by wooded area in the Reserved Open Space (ROS) Zone (prior R-L Zone); to the west by Church Road, with single-family detached homes and a golf course in the Legacy Comprehensive Design (LCD) Zone (prior R-L Zone) beyond; to the south by Mary Bowie Parkway, with wooded area and open

space in the LCD (prior R-L) and L-A-C Zones beyond; and to the east by Bamberg Way, with single-family detached homes in the LCD (prior R-L) and L-A-C Zones beyond.

5. **Previous Approvals:** Zoning Map Amendments (Basic Plans) A-8427, A-8578, and A-8579 for the overall Oak Creek Club property were approved by the Prince George's County District Council on November 26, 1991 (Council Resolution CR-120-1991). The basic plans rezoned the property from the Residential-Agricultural (R-A) and Rural Residential (R-R) Zones to the R-L and L-A-C Zones, respectively. A-8427 and A-8578 are for the R-L-zoned portions, and A-8579 is for the L-A-C-zoned portion of the overall Oak Creek Club development.

The first amendment to Basic Plans A-8427, A-8578, and A-8579, for the overall Oak Creek Club property, was approved by the District Council on July 24, 2000 (Zoning Ordinance No. 11-2000). This amendment introduced an 18-hole golf course, subject to 49 conditions and 10 considerations.

The second amendments, Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02, for the overall Oak Creek Club property, were approved by the District Council on July 8, 2025 (Zoning Ordinance Nos. 2-2025, 3-2025, and 4-2025), to allow additional development of 28 single-family detached dwelling units, subject to 50 conditions and 10 considerations.

CDP-9902 (for the R-L Zone), along with CDP-9903 (for the L-A-C Zone), were approved by the Prince George's County Planning Board on September 6, 2001 (PGCPB Resolution Nos. 01-180 and 01-181 adopted on December 20, 2001). The District Council affirmed the Planning Board's decision and approved CDP-9902 and CDP-9903 on May 13, 2002, to develop a maximum of 1,148 dwelling units on 923 acres of land, including a golf course, a clubhouse, and a recreation center.

Preliminary Plan of Subdivision (PPS) 4-01032 was approved by the Planning Board on September 6, 2001 (PGCPB Resolution No. 01-178(C)(A)). This PPS approved 1,148 lots and 36 parcels for development of 1,148 single-family residential dwelling units, 26,000 square feet of retail use, and an 18-hole golf course on the overall Oak Creek Club property. The amended corrected resolution was approved by the Planning Board on February 15, 2018 (PGCPB Resolution No. 01-178(C)(A)), based on a reconsideration relating to the conversion of a roundabout to a four-way signal-controlled intersection. Further subdivision of the subject property for additional residential lots will require a new PPS.

The first revision to CDP-9902, CDP-9902-01, was approved by the Planning Board on June 22, 2006 (PGCPB Resolution No. 06-150), to reduce the side yard setback for townhouses established in the approved CDP from four feet to zero feet, in order to allow side-entry stoops, entry porches, and chimneys on end-unit townhouses.

The second revision, CDP-9902-02, was approved by the Planning Board on September 13, 2007 (PGCPB Resolution No. 07-172), for a revision to prior approved Condition 27, to combine the community building and golf course clubhouse into a single facility of at least 25,000 square feet, and to amend the location and construction schedule for the recreational facilities.

The third revision, CDP-9902-03, was approved by the District Council on January 30, 2012, for a revision to prior approved Condition 27 regarding the timing for commencing construction of the golf course clubhouse and its attendant parking.

The fourth revision, CDP-9902-05 (there is no CDP-9902-04), was approved by the Planning Board on December 6, 2012 (PGCPB Resolution No. 12-110), for a revision to prior approved Condition 27, to allow the approved clubhouse to be reduced in area from 25,000 square feet to 13,000 square feet.

Numerous specific design plans (SDPs) have been approved for the overall Oak Creek Club development, as covered under the basic plans. Those SDPs include SDP-0303 and amendments thereto; SDP-0304 and amendments thereto; SDP-0306 and amendments thereto; SDP-0308 and amendments thereto; and SDP-0417 and amendments thereto. Future development for the subject site to increase density under this application, if approved, will require SDP approval.

6. **Design Features:** The subject site is split zoned in the prior R-L and L-A-C Zones. The site is made up of a 100-foot buffer from Church Road that will remain, and vacant land in the R-L and L-A-C Zones. The subject amendment CDP-9902-06 is for the R-L-zoned portion. The site is bounded by three roadways, namely Church Road to the west, Mary Bowie Parkway to the south, and Bamberg Way to the east, and is also bounded to the north by Parcel A (the park/school site owned by The Maryland-National Capital Park and Planning Commission (M-NCPPC)). Church Road is identified in the 2009 *Approved Countywide Master Plan of Transportation* as a 90-foot-wide collector road, as well as a scenic and historic road. Mary Bowie Parkway and Bamberg Way are two private roads within the Oak Creek Club development. The development area included in this application is accessed from existing Bamberg Way through the extension of two internal private rights-of-way that coincide with the existing development to the east. The provision of sidewalks along both sides of the private rights-of-way forms the pedestrian circulation for the subject property. A 100-foot-wide buffer area along Church Road is identified on the CDP, in the R-L Zone, and this buffer is consistent with the approved basic plans. Two stormwater management (SWM) areas are included within the development area; one is located within the buffer area abutting Church Road, and the other is central to the subject site. The subject development will be constructed in one phase.

Pursuant to the approved basic plans, the plans show a buffer area for the subject amendment area shall be a minimum of 100 feet wide with trees along Church Road. The Technical Staff Report finding of the approved basic plan (page 7) notes that the buffer is 100 feet wide and shall remain. The established buffer along Church Road, by those development lots facing Church Road by their side yards, is between 90–100 feet. This buffer aligns with approved CDP design guidelines which intend to preserve the rural and historic character of the Church Road Corridor, and to create an environmentally sensitive development. The Buffers and Conservation standards in the CDP-9902-06 R-L Zone text document (page 20) notes "Conservation of existing woodland areas is important to achieve the desired rural character for Oak Creek Club. This is especially important consideration along Church Road and Oak Grove Road. Buffers along these corridors will be established to preserve the road side vegetation and treescape as much as possible. The plan envisions that the existing tree line will be maintained at the proposed right-of-way line, broken only for dual driveway access." This rural parkway concept for Church Road has been

implemented consistently throughout the overall development of Oak Creek Club. In addition, the 2010 *Prince George's County Landscape Manual* (Landscape Manual) also requires landscaped buffers along Church Road, namely a minimum 20-foot-wide landscaped buffer along a special roadway, and a minimum 35-foot-wide landscaped buffer for a collector road. Both the buffer required by the basic plans and the landscaped buffers required by the Landscape Manual shall be met with the subject development.

However, the submitted CDPs show that the improvements within the 100-foot-wide buffer area consist of a SWM facility, two cul-de-sacs, and a portion of a development lot, with no existing trees to remain. SWM facilities typically comprise grass, shrubs, soil, gravel, and rain gardens. Due to the absence of trees, these areas do not function as a scenic buffer along Church Road. The Planning Board finds that, while SWM facilities might be located in a landscape buffer, it should not interfere with the landscape buffer along Church Road required by the 2010 Landscape Manual.

In addition, the original approved Type 1 Tree Conservation Plan (TCP1-91-92) designated the buffer area as a combination of forest preservation and reforestation area. However, the submitted TCP1 revision (TCP1-2025-0035) seeks the removal of all preserved woodland and specimen trees. According to approved Natural Resources Inventory Plan NRI-136-2023, the subject amendment area contains 3.08 acres of existing forest and 14 specimen trees. Of this, 1.17 acres of mature forest and two specimen trees are located within the required buffer along Church Road. The overall woodland conservation requirement shall be met with a combination of on-site woodland preservation, on-site afforestation, natural regeneration, off-site woodland conservation credits, and fee-in-lieu. Nevertheless, the primary method for meeting woodland conservation requirements should be the conservation of on-site woodland. The Planning Board finds that the submitted TCP1 revision does not maintain the current streetscape on Church Road, fails to preserve existing mature trees and woodland, and does not provide the required landscape buffer along Church Road. As such, a condition is included herein requiring the applicant to revise the CDP to remove all detail regarding development lots and roads from Exhibit B and Figure 25 of the illustrative plan. Another condition is included requiring the applicant to revise the TCP1 to remove the proposed lots and roads within the approximate 100-foot-wide buffer area, to reduce the grading to retain existing trees, and show 35 feet from Church Road unencumbered by proposed SWM, to accommodate future planting within the buffer. However, the applicant may conduct additional studies and provide additional details regarding the buffer area(s) at later stages in the entitlement process, such as the Type 2 tree conservation plan (TCP2). The findings, recommendations, and conditions regarding the TCP1 are not intended to limit the Planning Board's authority to approve revisions of the design of the buffer area(s), including layout, grading, and SWM facilities, at later stages in the entitlement process.

Development Standards

The subject CDP-9902-06 amendment also includes design guidelines governing the development of this project, including Residential Lot Standards, Streetscape Concept, Vehicular Circulation and Access, Utilities, Architectural Guidelines, and Landscape Elements. The amendment shall keep most of the standards, as previously approved, except for one related to on-street parking standards in the Vehicular Circulation and Access guidelines. A detailed discussion is addressed

in Finding 9 below regarding revised Condition 21 of CDP-9902-06. The amendments shall retain Lot Performance Standards for the R-L Zone, as follows:

Lot Performance Standards (R-L Zone)				
Lot Type	Small (Building frontage at Building Line of 65–75 feet)	Mid-Size (Building frontage at Building Line of 80–100 feet)	Large (Building frontage at Building Line of over 100 feet)	Townhouse
Max. Building Coverage	40%	35%	25%	60%
Min. Lot Width at Building Line	65 feet	80 feet	100 feet	20 feet
Min. Lot Width at Street	25 feet	25 feet	25 feet	N/A
Min. Front Setback-Internal Roads	25 feet from right-of-way			8 feet (non-garage) 19 feet (garage)
Min. Front Setback-From Oak Grove and Church Road	50 feet from right-of-way			N/A
Min. Side Yard / Total Side Yard	5/12 feet	7/15 feet	10/20 feet	0 feet
Max. Height (Stories)	3	3	3	3

Notes: *Applicable Fire Codes may require additional building separation to that shown above based on Fire Rating of walls.

**Minor variations to the above standards may be permitted subject to the site-specific review at the time of SDP approval.

***Minimum building separation for the single-family attached units applies to buildings and not to individual units.

****Pursuant to Conditions 1 and 2 of CDP-9902-01 (PGCPB Resolution No. 06-150):

- In the townhouse stick behind single-family Lots 1 and 2, in the northwestern quadrant of the intersection of Mary Bowie Parkway and Bottsford Road, a 4-foot setback inclusive of side-entry stoops, entry porches, and chimneys shall be maintained in the side yard.

- Intrusions into the previously required 4-foot setback shall only apply to units for which side-entry stoops, entry porches, and chimneys on end-unit townhouses are planned.

*****Accessory structures are exempt from setback requirements.

CDP Text Documents
The subject CDP-9902-06 amendment also approved a CDP text document, namely the

CDP-9902-06 R-L Zone text amendment, as an associated document. The CDP text document marks revised language in blue and deletions with strikethrough. The Planning Board has reviewed the document and identified several technical errors requiring correction, which are conditioned herein for revision.

COMPLIANCE WITH EVALUATION CRITERIA

7. **Zoning Map Amendment (Basic Plan) A-8427, A-8578, and A-8579, first amendment to A-8427, A-8578, and A-8579, and second amendment A-8427-C- 02, A-8578-C-02, A-8579-C-02:** Basic Plans A-8427, A-8578, and A-8579 for the overall Oak Creek Club property were approved by the District Council on November 26, 1991 (CR-120-1991). The basic plans rezoned the property from the R-A and R-R Zones to the R-L and L-A-C Zones, respectively, subject to 50 conditions and 4 considerations.

The first amendment to Basic Plans A-8427, A-8578, and A-8579 for the overall Oak Creek Club property was approved by the District Council on July 24, 2000 (Zoning Ordinance No. 11-2000). The amendment included the addition of an 18-hole golf course, changing the roadway design for Church Road and reducing the width, the relocation of the school site, and introducing the golf course amenities into the setting around the Historic Bowieville Mansion. These changes altered the previous design concept, which emphasized the rural character of the area. This amendment revised or deleted some of the prior conditions and considerations based on the applicant's request to reflect the new design. Therefore, this first amendment superseded the original basic plan, subject to 49 conditions and 10 considerations.

The second amendments, Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02, for the overall Oak Creek Club property, were approved by the District Council on July 8, 2025 (Zoning Ordinance No. 2-2025, 3-2025, and 4-2025), to allow for additional development of 28 single-family detached dwelling units on Development Parcel M property, consistent with the subject application, subject to 50 conditions and 10 considerations. This amendment revised Condition 1 and added Condition 50 to the first amendment to Basic Plans A-8427, A-8578, and A-8579 (Zoning Ordinance No. 11-2000). The 10 considerations remained the same as first amendment.

The following analysis reviews the conditions of A-8427-C-02, A-8578-C-02, and A-8579-C-02 approval. Condition 34 pertains to commercial development public assembly structures, which are not included in the subject amendment. Conditions 14–16 and 18–19 are related to regulated environmental features (REF), including wetlands, streams, and drainage, which do not exist within the limit of the subject application. Conditions 22–33 pertain to the Bowieville Historic Site and historic building, and archeological survey, which do not exist within the limit of the subject application. Conditions 48 and 49 pertain to development parcels that are not included in the subject amendment. Conditions 4–7, 9, 21, and 35 are not related to the review of CDP stage. Therefore, the above-mentioned conditions are not applicable to CDP-9902-06. Those conditions of A-8427-C-02, A-8578-C-02, and A-8579-C-02 relevant to the review of CDP-9902-06 are listed below, in **bold** text. Analysis of the project's conformance to the conditions follows each one, in plain text:

1. **In no event shall the maximum number of dwelling units exceed 1,108 in the R-L Zone, which equates to 1.4 dwelling units per adjusted gross acres and 76 in the L-A-C Zone.**

   The subject CDP-9902-06 is in conformance with this condition, which has been addressed above in Finding 2, Development and Data Summary. CDP-9902-06 approved up to 1,108 units in R-L Zone, which equates to 1.31 dwelling units per adjusted gross acres.

3. **At each access point off of Church Road and Oak Grove Road, the amended Basic Plan will provide entrance buffers 100 feet wide on each side of the access road and 100 feet deep along the access road.**

   The subject property is on the north side of the Mary Bowie Parkway, which is one access point off Church Road. An updated basic plan to be certified is submitted along with the CDP submittal. The updated basic plan designates an area measuring 100 feet in width and 100 feet in depth along Mary Bowie Parkway, adjacent to the access road, and marks the entrance buffer area with a diagonal dashed line. The buffer area is consistent with the entrance buffer shown on the approved PPS 4-01032. The submitted CDP shows the diagonal dash line with a label indicating 100 feet entry buffer, without dimensioning the 100-foot width and depth of the entrance buffer on the plan, which is conditioned herein to be dimensioned.

8. **Prior to the issuance of any building permits for more than 200 dwelling units, the applicant shall bond to construct, at a minimum, a half section of a major collector facility along the realignment of Oak Grove-Leeland Road from the Watkins Park Road/Oak Grove Road intersection through the Church Road/Oak Grove-Leeland Road intersection. The roadway shall be constructed in accordance with Prince George's County Department of Public Works and Transportation requirements.**

   This condition is applicable at the time of building permit; however, this condition has been satisfied. The realignment of Oak Grove Road has been partially constructed west of its intersection with Church Road. Oak Grove Road is currently under construction west of the intersection of Whistling Duck Drive and Watkins Park Drive. The improvements are bonded for construction, thereby satisfying the condition.

10. **On all Preliminary Plats, Final Plats, Site Plans and other Plan documents used to represent the proposed development, on which the A-44 right-of-way appears, the Applicant, his heirs, successors and/or assigns shall identify the right-of-way as a future access-controlled arterial highway facility, in accordance with the approved Bowie- Collington Master Plan.**

    The A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution CR-11-2006. Accordingly, this condition is no longer applicable to CDP-9902-06.

11. **The Applicant shall dedicate the right-of-way for Church Road as a (90-foot maximum) four-lane collector with an open median of varying width as determined by DPW&T. The location of the road shall be finalized at the time of CDP and shall be based on an Inventory of Significant Visual Features prepared according to the "Design Guidelines for Scenic and Historic Roads." Construction will be in accordance with DPW&T requirements and may utilize the existing roadbed when appropriate.**

    This condition was satisfied with the dedication of the Church Road South right-of-way via plat recorded in Plat Book REP 203, Plat 20, on October 12, 2004.

12. **A Woodland Conservation requirement of 25 percent shall be established for the portion of the site zoned R-A, unless it can be shown that the existing woodland is less than that amount. If so, the conservation threshold may be reduced to the percentage of existing woodland down to 20 percent of the net tract area of R-A zoned land. A Woodland Conservation requirement of 15% shall be established for the portion of the site zoned L- A-C. In addition, the Applicant will reforest as required under applicable State and County regulations. All Tree Conservation Plans shall demonstrate how the development will meet this criterion.**

    TCP1-2025-0035, which is an amendment to TCP1-91-92, is approved. The prior zoning for the property is actually R-L, not R-A. It is assumed that an error occurred during the typing of this condition. TCP1-2025-0035, as approved, uses an average 25 percent woodland conservation threshold for the R-L portion of this property, in conformance with this condition. The applicant has reforested as required under applicable State and County regulations.

13. **The limits of the existing 100-year floodplain shall be approved by the Watershed Protection Branch of the Department of Environmental Resources prior to the approval of any Specific Design Plan.**

    The CDP and TCP1, as submitted, reflect the 100-year floodplain as approved by the County, in conformance with this condition. It should be noted that the 100-year floodplain is now managed by DPIE's Site Road Division. The subject site does not include existing 100-year floodplain.

17. **Prior to the submittal of the Comprehensive Design Plan, the Applicant and the Technical Staff shall determine if a noise study, which considers the impact of proposed A-44 and Church Road on the Subject Property, is necessary. If it is necessary, the study shall be submitted with the CDP.**

    The A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution CR-11-2006. Church Road is classified as a collector road. Therefore, a noise study is not required.

20. **As part of the submittal of the CDP, the Applicant shall include a conceptual layout of water and sewerage service to the site and an analysis of the impact of the construction of these facilities. Applicant, Technical Staff, and the WSSC shall work together using their best practical efforts to minimize the impact of water and sewer line construction on the Subject Property.**

    The CDP package includes a conceptual layout of water and sewer service as shown on Sheets 10 and 11 of the submitted CDP, which has previously been reviewed and conceptually approved on February 21, 2025, by the Washington Suburban Sanitary Commission (WSSC), pursuant to Letter of Finding No. DA7720Z24. The letter of finding and the concept plan were submitted.

36. **The Basic Plan shall be amended to show the relocation of the 27-acre park/school site to the east side of Church Road at the northern boundary of the subject parcel as shown on the Department of Parks and Recreation (DPR) exhibit "A". The Applicant shall dedicate this land at such time as requested by the Prince George's County Planning Board.**

    Parcel A (approximately 26.46 acres) was recorded in Plat Book REP 201, page 47 and conveyed to M-NCPPC.

37. **The CDP shall investigate and evaluate an extension of the Planned hiker/biker trail east of Church Road as shown on DPR exhibit "A".**

    This condition has been satisfied. The trail shown on Prince George's County Department of Parks and Recreation (DPR) Exhibit A was built.

38. **The Applicant shall assure the provision of new access to the residents currently served by a driveway traversing M-NCPPC property (the Riley Tract) from the Oak Creek Community.**

    The driveway access traversing M-NCPPC property (the Riley Tract) from the Oak Creek community has been recorded among the land records. This condition has been satisfied.

39. **The floodplain (with the exception of road crossings) and adjoining buffer area along Black Branch shall be dedicated to M-NCPPC.**

    The approximately 63 acres of land were conveyed to M-NCPPC and recorded in land records in earlier phases.

40. **The amended Basic Plan shall show the Class I trail along Church Road, the entire frontage of the Subject Property, and also a Class I trail along the entire Oak Grove Road frontage.**

The amended basic plan to be certified and the approved CDP both show a master plan trail along Church Road for the entire frontage of the subject property, and a master plan trail along the entire frontage of Oak Grove Road. The trail facilities were constructed.

41. **At the time of Comprehensive Design Plan review, the locations of the trails, paths and sidewalks proposed will be evaluated on their interrelationship within the entire development site with respect to pedestrian movements.**

The subject CDP-9902-06 provides for a pedestrian network that consists of sidewalks and trails as shown on the submitted circulation plan. Sidewalks are planned on both sides of the private roads and will link to existing pedestrian paths and trails, ensuring convenient movement for people walking through the area. Details of these facilities shall be further evaluated at the time of SDP.

43. **If there is a deficit contribution necessary to fund the extension of sewer and water lines for the project, Applicants shall pay such deficit as determined by the WSSC.**

The WSSC Letter of Finding No. DA7720Z24, dated February 21, 2025, is submitted with the application package. The letter indicates that the project has been conceptually approved; therefore, no deficit contribution is required for the subject site.

44. **All of the private recreational amenities identified in the amended Basic Plan text shall be listed on the face of the amended Basic Plan.**

The updated amended basic plan to be certified for A-8427-C-02, A-8578-C-02, and A-8579-C-02 is submitted. All the private recreational amenities identified in the amended basic plan are listed on the basic plan, which includes a golf course, a swim/tennis center, a swimming pool, two tennis courts, an 8-foot-wide asphalt trail system, and a golf clubhouse. Those amenities were constructed, bonded, and released.

45. **The open space element of the amended Basic Plan or its equivalent shall be clearly identified on the face of the Plan.**

The updated amended basic plan to be certified for A-8427-C-02, A-8578-C-02, and A-8579-C-02 is submitted. The open space element of the amended basic plan is clearly identified on the basic plan.

47. **For those lots with frontages along Church Road or Oak Grove Road, or with an intervening open space parcel between the road and the lot, the minimum lot width shall be 100 feet. Units on these lots may have side entry garages and may have dualized driveways. A 50-foot building setback is required from the street line and the property line.**

Both the basic plan and CDP depict a 100-foot-wide buffer along Church Road, demonstrating that the setback will exceed 50 feet. The CDP application does not assess lotting patterns, but the submitted TCP1 shows no lots are fronting Church Road. The

submitted TCP1 shows four lots with an intervening open space parcel between the road and the lot, which are subject to this condition. A condition is included herein requiring that the buffer width along Church Road shall be further evaluated at subsequential review stages of PPS and SDP. The buffer width should demonstrate conformance to basic plan and comprehensive plan conditions and considerations.

50. Remove the designation of Development Parcel/Landbay T from the Amended Basic Plan.

The updated amended basic plan to be certified for A-8427-C-02, A-8578-C-02, and A-8579-C-02 is submitted. The designation of Landbay T is removed.

Conditions 40, 44, 45, and 50 are imposed by the amended Basic Plan for A-8427-C-02, A-8578-C-02, and A-8579-C-02, which has been approved, but has not been certified. A condition is included herein to certify the amended basic plan, prior to certification of CDP-9902-06.

Considerations
Considerations 1–3 are related to the golf course, and have been satisfied by SDP-0306, Oak Creek Club Golf Course, and are not readily applicable to the subject CDP-9902-06 amendment.

4. To the extent practicable, existing fence rows, isolated trees, or existing agricultural structures occurring in the setback shall be preserved and maintained unless removing such elements can be justified on the grounds of safety. The quality of these features shall be determined by the Planning Board and/or District Council at the time of Comprehensive Design Plan approval. In addition, groves, clusters, or rows of native trees, and shrubs typical of those indigenous to the vicinity of the proposed development shall be encouraged to be planted in the setback in order to enhance the rural character.

As discussed in Finding 6, this consideration is not met. There are existing woodlands and specimen trees on the subject site, and the CDPs do not preserve existing native trees to the extent practicable in order to enhance the rural character. Although considerations are not requirements like conditions, the required buffer area flows from other requirements of the basic plans. Therefore, a condition is included herein requiring the applicant to revise the TCP1 to remove proposed lots and roads within the approximate 100-foot-wide buffer area and reduce grading, so that all existing trees are retained and 35 feet from Church Road is unencumbered by proposed SWM, to accommodate future planting within the buffer.

5. The Comprehensive Design Plan should recognize the A-44 facility. The location of the alignment must be coordinated further with staff in order to match approved rights-of-way on adjacent developments such as the Willowbrook Basic Plan, Collington Manor and Collington Station prior to Comprehensive Design Plan approval.

The A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution, CR-11-2006. Accordingly, this consideration is no longer applicable.

6. **Primary residential streets will be constructed to provide access to the Planned community park and the park/school. In the event private roadways are permitted in the Planned community, equivalent private roadways will be provided (roadways with two travel lanes and two parking lanes).**

   All roadways within the development will be private as previously approved and established. The consideration has been addressed.

7. **An internal loop master Plan trail shall be provided within the proposed development for the Purpose of providing a neighborhood circuit for running, jogging, and biking.**

   The trail facilities were constructed. This consideration has previously been addressed.

8. **All the development pods and parks, recreational and historical features shall be connected into the main trail network by feeder trails and sidewalks.**

   The approved CDP provides for a pedestrian network that will consist of sidewalks and trails that connect to the main trail network. Details of these facilities shall be further evaluated, at the time of SDP.

9. **The handicapped accessibility of all trails shall be determined during CDP review.**

   Issues of handicapped accessibility review are most appropriate at the SDP stage; however, no trails impact the subject site.

10. **For lots with rear yards oriented toward Oak Grove Road or Church Road, there shall be a minimum 300-foot setback requirement for the rear lot lines. The 300-foot buffer may include the golf course, however, within the 300 feet a minimum 50-foot landscaped buffer shall be provided, to be Planted with the amount of Plant materials required for a collector buffer in Section 4. 6 of the Landscape Manual. If there is woodland area or hedgerow within the right-of-way, it may be combined with on-site woodland to contribute toward the 100-foot buffer requirement. Existing woods and/or vegetation may be allowed to substitute for the landscaping, only if it can be demonstrated that the woodland is a minimum of 25 feet wide and is supplemented with evergreen material to provide year-round screening. The landscaped buffer may be located either along the road or along the lots, but in no case shall it be split up into less than 25-foot widths.**

    The CDP applications do not assess lotting patterns, but the submitted TCP1 shows a lot layout which does not include lots with rear lot lines oriented towards Church Road. Side lot lines are oriented to Church Road; therefore, the rear yards will still require buffering,

pursuant to the Landscape Manual. A buffer is shown along Church Road, adjacent to the development area. The lot layout, setback, and landscaping required by this condition will be further evaluated, at the time of subsequent review of the PPS and SDP. A condition is included herein requiring that the buffer width along Church Road shall be further evaluated at subsequential review stages of PPS and SDP. The buffer width should demonstrate conformance to basic plan and comprehensive plan conditions and considerations.

8. **Prince George's County Zoning Ordinance:** This application has been reviewed for conformance with the requirements of the prior Zoning Ordinance governing development in the R-L Zone, as follows:

a. **R-L Zone:**

(1) In accordance with Section 27-515(b) of the prior Zoning Ordinance, the residential uses consisting of single-family detached units are permitted in the R-L Zone, pursuant to approved Basic Plans A-8427-C-02 and A-8578-C-02.

(2) **Density Increments**—In accordance with Section 27-514.10, Regulations, of the prior Zoning Ordinance, for Residential Low 1.0 development, the base density is 1.0 dwelling unit per acre, and the maximum density is 1.5 dwelling units per acre. The base density for the Oak Creek Club development is 845 units (1.0 x 845.5 acres), and the maximum density is 1,268 units (1.5 x 845.5 acres). The maximum 1,108 dwelling units included in the prior R-L Zone are at a density of 1.31 dwelling units per acre, which is above the base density by 31 percent, but still within the maximum allowed density.

In the approval of CDP-9902 by the District Council on May 13, 2002, the District Council adopted the findings and conclusions of Prince George's County Planning Board Resolution No. 01-180, which included a density increment analysis that awarded additional density to the project from public benefits. In this analysis, the applicant requested density increments of 30 percent or 253 dwelling units. Through providing Factors (1), (3), (4) and (5) discussed below, the applicant provided enough public benefits to earn a total of 35 percent in density increments, or 295 dwelling units.

The subject amendment CDP-9902-06 needs a total of 31 percent in density increments, or 263 dwelling units, which falls within the density increment already granted by the prior approved CDP-9902. The subject amendment, CDP-9902-06, maintains all previously approved public benefit features, which have now been fully constructed. In the submitted CDP-9902-06 R-L text document, the applicant is requesting to earn 47.5 percent in density increments, or 401 dwelling units, through providing public benefit Factors (1), (3), and (5). As discussed in detail below, the Planning Board analyzed and supported the request.

(1) **For open space land at a ratio of at least 3.5 acres per 100 dwelling units (with a minimum size of 1 acre), an increment factor may be granted, not to exceed 25% in dwelling units.**

In the original approval of CDP-9902, the applicant requested and was subsequently granted a 10 percent density increment for this factor. The overall development of Oak Creek Club includes a total of approximately 470 acres of open space consisting of homeowners association (HOA) open space (146.7 acres), an 18-hole golf course (225 acres), Black Branch Stream Valley Park (63.14 acres dedicated to M-NCPPC), and Oak Creek Park (35.18 acres dedicated to M-NCPPC). The HOA open space is qualified to be counted towards this factor. Within the 146.7 acres HOA-owned open space area, approximately 127 acres of which will be usable land outside the floodplain and wetland areas. This land consists of HOA areas for active and passive recreation activities. Based on the ratio of 3.5 acres per 100 dwelling units, the subject CDP-9902-06 amendment seeks approval of 1,108 dwelling units in the R-L Zone, which require approximately 39 acres of open space. The dedicated 127 acres is more than three times the required minimum. The 127 acres do not include the land dedicated to M-NCPPC in fulfillment of the requirement for mandatory dedication of parkland, nor do they include any of the 225 acres occupied by the golf course, or the land dedicated as a school site. This analysis is consistent with the original analysis in PGCPB Resolution No. 01-180. Since the applicant requests to earn a 25 percent density increment or 211 dwelling units with the subject CDP amendment, the Planning Board shall grant the full 25 percent density increment for Factor 1.

(2) **For enhancing existing physical features (such as break-front treatment of waterways, sodding of slopes susceptible to erosion action, thinning and grubbing of growth, and the like), an increment factor may be granted, not to exceed 2.5% in dwelling units.**

No density increment was granted for this factor in the original CDP-9902 approval. The applicant is not requesting a density increment using this factor for this CDP-9902-06 amendment.

(3) **For a pedestrian system separated from vehicular rights-of-way, an increment factor may be granted, not to exceed 5% in dwelling units.**

In the original approval of CDP-9902, five percent density increments or 42 dwelling units were granted for this factor. The project includes an extensive system of pedestrian trails as indicated on the CDP and in the text. Several miles of pedestrian trail have been fully constructed along both Oak Grove Road and Church Road, within the Black Branch Stream Valley for the entire length of the property, and provide access to and

around the existing 2-acre pond on the site, for the enjoyment of the residents of Oak Creek Club and the general public. In this CDP-9902-06 amendment, the applicant requests to maintain, and the Planning Board supports, the 5 percent density increment for Factor 3.

(4) For recreational development of open space (including minimum improvements of heavy grading, seeding, mulching, utilities, off-street parking, walkways, landscaping, and playground equipment), an increment factor may be granted, not to exceed 10% in dwelling units.

In the original approval of CDP-9902, the applicant requested 10 percent density increment, or 84 dwelling units, and was granted 2.5 percent or 21 dwelling units for this factor. The 2.5 percent density increment was granted for providing at least 5,000 square feet community-oriented facilities in addition to the golf club and swimming pool bathhouse (page 55 of PGCPB Resolution No. 01-180). Subsequent CDP-9902-02 amendment approved that the golf course clubhouse and the community center be combined into a single facility of at least 25,000 square feet. CDP-9902-05 amendment subsequentially approved reducing the facility size from 25,000 to 13,000 square feet. The combined clubhouse/ community center building was built and is in operation. The community center portion of the building is only open to the residents, and the golf club portion of the building is used both by residents and nonresidents. In the subject amendment CDP-9902-06, the applicant does not request a density increment using this factor. Therefore, no density increment is granted for this factor. However, according to the analysis and findings in the approval of CDP-9902 as amended, the Planning Board finds that a 2.5 percent density increment could be granted for Factor 4, if the applicant had requested it in the subject amendment CDP-9902-06.

(5) For public facilities (except streets and open space areas), an increment factor may be granted, not to exceed 30% in dwelling units.

In the original approval of CDP-9902, the applicant requested 30 percent density increment or 253 dwelling units, and was granted 17.5 percent or 148 dwelling units for this factor. The CDP allocated a 35.18-acre parcel for Oak Creek Park, a 63.14-acre parcel for Black Branch Stream Valley Park, and a 26-acre parcel designated as a potential park/school site. All parcels have been officially dedicated to M-NCPPC. Furthermore, the applicant notes, in an email response on February 18, 2026, that all public recreational facilities required by the recreation facilities agreements were constructed; new facilities are not required. The CDP-9902-06 R-L text document includes a list of public recreational facilities constructed in Section VI Public Facilities (pages 41–42) as

follows: 9,200 linear feet of asphalt trail and 730 linear feet of connector trail in Black Branch Stream Valley Trails were constructed; Phase 1 facilities include a combined soccer/football field, a softball field, a parking lot with 155 spaces, a playground for children ages 2–12, and 1,000 linear feet of 8-foot-wide asphalt trails; Phase 2 adds another combined soccer/football field, a 60-space parking lot, two youth soccer fields, a gazebo with 5 picnic tables, and 2,200 linear feet of asphalt trails. In the subject amendment CDP-9902-06, the applicant is requesting to maintain the 17.5 percent density increment or 148 dwelling units using this factor. The parkland dedication and constructed facilities are consistent with the analysis in the original CDP-9902 approval for this factor. Therefore, the Planning Board approved maintaining the 17.5 percent density increment for Factor 5.

(6) For creating activity centers with space provided for quasi-public services (such as churches, day care centers for children, community meeting rooms, and the like), a density increment factor may be granted, not to exceed 10% in dwelling units.

No density increment was granted for this factor in the original CDP-9902 approval. The applicant is not requesting a density increment using this factor.

(7) For incorporating solar access or active/passive solar energy in design, an increment factor may be granted, not to exceed 5% in dwelling units.

No density increment was granted for this factor in the original CDP-9902 approval. The applicant is not requesting a density increment using this factor.

In summary, the CDP-9902-06 approved a development of up to 1,108 units in R-L Zone. The base density is 845 dwelling units. Density increments of approximately 31 percent, or 263 dwelling units, are needed to reach the 1,108 dwelling units. Enough public benefit features are provided to earn a total of 47.5 percent density increments, which is 401 dwelling units. As a result, the amendment has earned density increments needed, as follows:

Factor Number	Maximum Density Increment	Density Increment Earned (# of units)	
		Approved CDP-9902 as amended (Base density: 844)*	Evaluated CDP-9902-06 (Base density: 845)*
1	25%	84**(10%)	211 (25%)
2	2.5%	-	-
3	5%	42**(5%)	42 (5%)

Factor Number	Maximum Density Increment	Density Increment Earned (# of units)	
		Approved CDP-9902 as amended (Base density: 844)*	Evaluated CDP-9902-06 (Base density: 845)*
4	10%	21**(2.5%)	-
5	30%	148**(17.5%)	148 (17.5%)
6	10%	-	-
7	5%	-	-
Total Bonus Increment Earned		**295**(35%)**	**401 (47.5%)**
Total Bonus Increment Requested		**253****	**263**

Notes: *The base residential density for both CDP-9902 and CDP-9902-06 is 1.0 dwelling units per gross acre. The gross acreage of both applications is slightly different based on updated survey information, which results in a slightly different number for the permitted based density.

**There is a discrepancy of the density increment earned between the approved CDP-9902 R-L text document and the approved resolution (PGCPB Resolution No. 01-180). The density increment number shown in the above chart is based on the analysis on pages 53–55 of PGCPB Resolution No. 01-180.

(3) **Development Standards**—A comprehensive set of development standards for residential uses, including single-family detached/attached dwelling units, and townhouses in R-L Zone, have been provided with this CDP, which are consistent with the approved standards, as discussed in Finding 6 above.

b. In accordance with Section 27-521(a) of the prior Zoning Ordinance, prior to approving a CDP, the Planning Board must make the following required findings:

(1) The plan is in conformance with the Basic Plan approved by application per Section 27-195; or when the property was placed in a Comprehensive Design Zone through a Sectional Map Amendment per Section 27-223, was approved after October 1, 2006, and for which a comprehensive land use planning study was conducted by Technical Staff prior to initiation, is in conformance with the design guidelines or standards intended to implement the development concept recommended by the Master Plan, Sector Plan, or Sectional Map Amendment Zoning Change;

The second amendment Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02 for the overall Oak Creek Club property were approved by the District Council on July 8, 2025 (Zoning Ordinance Nos. 2-2025, 3-2025, and 4-2025), to allow for additional development of 28 single-family detached dwelling units, subject to 50 conditions and 10 considerations. Based on the

analysis herein, and subject to the conditions of approval, in addition to the evidence filed in conjunction with this amendment, the Planning Board finds that the subject CDP-9902-06 amendment is in conformance with the conditions and considerations set forth in A-8427-C-02, A-8578-C-02, and A-8579-C-02, as discussed in Finding 7 above.

(2) The proposed plan would result in a development with a better environment than could be achieved under other regulations;

The flexibility inherent in comprehensive design zones, such as the prior R-L Zone, will allow the applicant to produce a much better environment and achieve high standards for the development, rather than those constructed in conventional zones. Provisions of open space and public facilities over and beyond what is required allows for the requested increase in density for the R-L Zone. The Planning Board finds that the amendment will not substantially affect the previous finding that the subject plan would result in a development with a better environment than could be achieved under other regulations.

(3) Approval is warranted by the way in which the Comprehensive Design Plan includes design elements, facilities, and amenities, and satisfies the needs of the residents, employees, or guests of the project;

A unique mix of recreational facilities and amenities were constructed for the overall development of Oak Creek Club and are discussed in the Section VI Public Facilities section of the CDP text. Public recreational facilities include Black Branch Stream Valley Park and Oak Creek Park, dedicated to M-NCPPC, and public recreational facilities and trails within those parks. Private recreational facilities include a golf course, a swim/tennis center, a swimming pool, two tennis courts, an 8-foot-wide asphalt trail system, and a combination of a golf clubhouse and community center. Aside from those facilities that were constructed, a community service center up to 26,000 square feet in the L-A-C Zone has been approved under original CDPs. As noted on page 27 of the companion case CDP-9903-05 L-A-C Zone text document, the subject amendment removes the original approved church and day care uses. The removal of the church and day care uses in Development Parcel M were approved by Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02. The mixed-use land requirement in the L-A-C Zone applies to vacant land south of Mary Bowie Parkway, near the golf course and recreational facilities. Pursuant to the technical staff report for the basic plan (page 18), the applicant shall retain the church and/or day care uses as an option for the nonresidential component within Oak Creek Club. Other uses serving public, quasi-public, and commercial needs within Oak Creek Club remain grouped together. A condition is included herein requiring the applicant to revise the CDP text to clearly state that the removal of church and day care uses in Development Parcel M were approved by the Basic Plans (A-8407-C-02, A-8578-C-02, and A-8579-C-02); however, the subject CDP amendment shall retain the church and/or day care uses as an option

for the nonresidential component within Oak Creek Club. The Planning Board finds that the amendment will not substantially affect the previous finding that approval is warranted by the way in which the CDP includes design elements, facilities, and amenities and satisfy the needs of the residents, employees, or guests of the project.

(4) The proposed development will be compatible with existing land uses, zoning, and facilities in the immediate surroundings;

The development with this CDP is compatible with neighboring properties which were developed with single-family attached and/or detached residential units. Generous setbacks and buffering along Church Road on the development will maintain the scenic and historical character of Church Road. The Planning Board finds that the amendment will not substantially affect the previous finding that the development will be compatible with existing land use, zoning, and facilities in the immediate surroundings, with the conditions of approval.

(5) Land uses and facilities covered by the Comprehensive Design Plan will be compatible with each other in relation to:

(A) Amounts of building coverage and open space;

(B) Building setbacks from streets and abutting land uses; and

(C) Circulation access points;

Within the Design Principles section of the CDP text are detailed specifications for building coverage, open space, setbacks, and circulation access points. Each housing type has a separate set of guidelines to guarantee compatibility within and between the different neighborhoods. A minimum 100-foot-wide landscaped buffer along Church Road will ensure development within the subject amendment area to be compatible with surrounding neighborhood and the character of Church Road. The two circulation access points are approved as an extension of the existing roadways. The Planning Board finds that the amendment will not substantially affect the previous finding that land uses and facilities covered by the CDP will be compatible with each other, in relation to circulation access points.

(6) Each staged unit of the development (as well as the total development) can exist as a unit capable of sustaining an environment of continuing quality and stability;

The majority of the Oak Creek Club property has been developed in accordance with the original approved staging plan from 2001 to 2005. The subject amendment will be completed in one stage, estimated to be constructed during 2027–2029. With the buffers along Church Road and central open space within

the subject site, this stage of development will exist as a unit, capable of sustaining an environment of continuing quality and stability.

(7) The staging of development will not be an unreasonable burden on available public facilities;

PPS 4-01032 was approved by the Planning Board on September 6, 2001 (PGCPB Resolution No. 01-178(C)(A)). PPS 4-01032 approved 1,148 lots and 36 parcels for the development of 1,148 single-family residential dwelling units, 26,000 square feet of retail use, and an 18-hole golf course on the overall Oak Creek Club property. The CDP-9902-06 amendment is approved, raising the number of dwelling units from 1,148 to 1,176 for the overall Oak Creek Club property. Development for the subject amendment area will be subject to a new PPS, at which time adequacy of public facilities will be tested. A new certificate of adequacy will be required to be approved by the Planning Director prior to Planning Board approval of any new PPS. Existing and planned public facilities were analyzed in the approved Basic Plans (A-8427-C-02, A-8578-C-02, and A-8579-C-02) and found to be sufficient. Based on the analysis of the basic plans, the Planning Board finds that the development will not create an unreasonable burden on available public facilities at this time.

(8) Where a Comprehensive Design Plan proposal includes an adaptive use of a Historic Site, the Planning Board shall find that:

(A) The proposed adaptive use will not adversely affect indistinguishing exterior architectural features or important historic landscape features in the established environmental setting;

(B) Parking lot layout, materials, and landscaping are designed to preserve the integrity and character of the Historic Site;

(C) The design, materials, height, proportion, and scale of a proposed enlargement or extension of a Historic Site, or of a new structure within the environmental setting, are in keeping with the character of the Historic Site;

The subject CDP amendment does not include any adaptive use of a historic site. Therefore, this provision is inapplicable.

(9) The Plan incorporates the applicable design guidelines set forth in Section 27-274 of Part 3, Division 9, of this Subtitle, and where townhouses are proposed in the Plan, with the exception of the V-L and V-M Zones, the requirements set forth in Section 27-433(d);

Pursuant to PGCPB Resolution No. 01-180 (page 43), the original approved CDP incorporates the applicable design guidelines set forth in Section 27-274 of the

prior Zoning Ordinance (particularly those relating to views and green area) to the degree feasible in the type of general, schematic plan represented by the subject CDP. Development approved with the CDP, as amended, was fully constructed from 2001 to 2005. Based on the analysis herein, and subject to the conditions of approval, in addition to the evidence filed in conjunction with this application, the additional single-family detached dwellings approved under CDP-9902-06 will likewise be developed in accordance with the applicable design guidelines specified in Section 27-274, particularly those relating to views and green area. The subject CDP amendment does not include townhouse development; accordingly, requirements set forth in Section 27-433(d) of the prior Zoning Ordinance do not apply. Conformance to Section 27-274 will be further evaluated at the time of specific design plan (SDP) applications.

(10) The Plan is in conformance with an approved Type 1 Tree Conservation Plan;

The CDP is in conformance with TCP1-2025-0035, subject to the conditions of approval.

(11) The Plan demonstrates the preservation and/or restoration of the regulated environmental features in a natural state to the fullest extent possible in accordance with the requirement of Subtitle 24-130(b)(5).

No regulated environmental features (REF) exist on the subject site. Based on the analysis herein, and subject to the conditions of approval, in addition to the evidence filed in conjunction with this application, the Planning Board finds that the plan demonstrates the preservation and/or restoration of the REF in a natural state, to the fullest extent possible, in accordance with the requirement of Section 24-130(b)(5) of the prior Prince George's County Subdivision Regulations.

(12) Notwithstanding Section 27-521(a)(9), property placed in a Comprehensive Design Zone pursuant to Section 27-226(f)(4), shall follow the guidelines set forth in Section 27-480(g)(1) and (2); and

This regulation is not applicable to the subject development.

(13) For a Regional Urban Community, the plan conforms to the requirements stated in the definition of the use and satisfies the requirements for the use in Section 27-508(a)(1) and Section 27-508(a)(2) of this Code.

This regulation is not applicable because the subject CDP-9902-06 is not a regional urban community.

9. **Comprehensive Design Plan CDP-9902 and its amendments:** CDP-9902 (for the R-L Zone) and CDP-9903 (for the L-A-C Zone) were approved by the District Council on May 13, 2002, to develop a maximum of 1,148 dwelling units on 923 acres of land, including a golf course, a clubhouse, and a recreation center.

The first revision to CDP-9902, CDP-9902-01, was approved by the Planning Board on June 22, 2006 (PGCPB Resolution No. 06-150), to reduce the side yard setback for townhouses established in the approved CDP from four feet to zero feet, in order to allow side-entry stoops, entry porches, and chimneys on end-unit townhouses, subject to two additional conditions. The two conditions are related to side yard setback standards for townhouses in the R-L Zone. The subject amendment does not include townhouses; therefore, those conditions are not applicable. The conditions are incorporated in the standards in the submitted "Comprehensive Design Plan Amendment – R-L Zone" booklet.

The second revision, CDP-9902-02, was approved by the Planning Board on September 13, 2007 (PGCPB Resolution No. 07-172), for a revision to prior approved Condition 27, to combine the community building and golf course clubhouse into a single facility of at least 25,000 square feet, and to amend the location and construction schedule for the recreational facilities, subject to revised Condition 27 and two additional conditions. Revised Condition 27 is related to the Oak Creek Golf Club, additional Condition 2 was satisfied with certification of CDP-9902-02, and additional Condition 3 is applicable to construction permit. Those conditions are not applicable to the subject CDP-9902-06.

The third revision, CDP-9902-03, was approved by the District Council on January 30, 2012, for a revision to prior approved Condition 27 regarding the trigger for commencing construction of the golf course clubhouse and its attendant parking, subject to revised Condition 27 and three additional conditions. Those conditions are related to the Oak Creek Clubhouse building, which is not included in the subject amendment. Those conditions are not applicable to the subject CDP-9902-06.

The fourth revision, CDP-9902-05 (there is no CDP-9902-04), was approved by the Planning Board on December 6, 2012 (PGCPB Resolution No. 12-110), for a revision to prior approved Condition 27, to allow the approved clubhouse to be reduced in area from 25,000 square feet to 13,000 square feet.

Since no additional conditions from CDP-9902 amendments are applicable to the subject amendment, the following analysis reviews the conditions of the original CDP-9902 approval. Conditions 1 and 50 were satisfied at the time of certificate approval of CDP-9902 and prior TCP1-91-92. Conditions 3 and 4 are related to REF, including wetlands, streams, and drainage, which do not exist within the limits of the subject amendment. Condition 5 pertains to vehicular access to the Beall House, which is not within the limit of subject amendment. Conditions 6–9, 11–13, 17, 18, 20, 22, 24–26, 28, 29, 32, and 42 pertain to review at the SDP stage; Conditions 10, 30, 37, 38, 45–48, and 52 pertain to review at the building permit review stage; Conditions 16, 27, 31, 33, 34, 36, and 39 pertain to review at the final plat stage; Condition 43 pertains to review at the PPS stage; and Condition 40 pertains to review at certificate of occupancy stage, none of which are applicable to CDP review. Conditions 41 and 42 pertain to master plan

right-of-way A-44, which is no longer applicable because the A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution CR-11-2006. Condition 15 pertains to lots in Parcel A; Condition 49 pertains to the master plan trail in the Black Branch Stream; and Condition 51 pertains to recreational facilities on park property, which are not within the limits of the subject amendment. Conditions 23, 51, and 53–55 are not related to the CDP review stage.

Conditions relevant to the review of this CDP are listed below in **bold** text. Analysis of the project's conformance to the conditions follows each one in plaint text:

2. **At each access point off of Church Road and Oak Grove Road, the plans shall provide entrance buffers 100 feet wide on each side of the access road and 100 feet deep along the access road.**

   This condition is carried forward from Basic Plan Condition 3, which has been discussed above in Finding 7.

14. **For those lots with frontages along Church Road or Oak Grove Road, or with an intervening open space parcel between the road and the lot, the minimum lot width shall be 100 feet. Units on these lots shall have side-entrance garages and may have dualized driveways. A 50-foot building setback is required from the street line and the property line. Units built on these lots shall have side-entrance garages and may have dualized driveways.**

   This condition is carried forward from Basic Plan Condition 47, which has been discussed above in Finding 7.

19. **For lots with rear yards oriented toward Oak Grove Road or Church Road, there shall be a minimum 300-foot setback requirement for the rear lot lines. The 300--foot buffer may include the golf course, however, within the 300 feet a minimum 50-foot landscaped buffer shall be provided, to be planted with the amount of plant materials required for at least a collector roadway buffer in Section 4.6 of the Landscape Manual. If there is woodland area or hedgerows within the right- of-way, it may be combined with on-site woodland to contribute toward the 50- foot buffer requirement. Existing woods may be allowed to substitute for the landscaping, only if it can be demonstrated that the woodland is a minimum of 50 feet wide and is supplemented with evergreen material to provide a complete year-round screen. The landscaped buffer may be located either along the road or along the lots, but in no case shall it be split up into less than 25-foot widths.**

   This condition is carried forward from Basic Plan Consideration 10, which has been discussed above in Finding 7.

21. On-street parking shall be prohibited throughout the proposed development.

This CDP-9902-06 amendment approved to amend Condition 21, to allow on-street parking with designated parallel parking spaces along one side of the street, with curb and gutter. Justifications are provided on page 27 of the CDP-9902-06 R-L text document. Additional parking is needed to address concerns by the Oak Creek Club community about insufficient parking in the existing neighborhoods. The designated parallel parking spaces along the private streets within the new development will be located on only one side of the private streets and will be recessed out of the travel lane and located on streets with curb and gutter. In addition, these designated parallel spaces will be striped and will meet County design standards for parallel parking spaces.

A new street cross section (Figure 18, Private Road with Parallel Parking, on page 98 of the CDP-9902-06 R-L Zone text document) is added to demonstrate the dimensions and layout of the private roads, with parallel parking spaces on one side. In addition, the Planning Board has observed prohibited on-street parking on nearby streets by examining both historic and recent aerial images of the community. Based on the applicant's justifications, the new street cross section with parking, and the Planning Board's observations, it was concluded that adding on-street parking, as described above, will address the need for additional parking, help control prohibited parking, and create a reasonable streetscape. As a result, the Planning Board approved the revised condition language.

35. All interior street cross sections associated with the CDPs for the R-L and the L-A-C Zones shall be revised to provide, at a minimum, either a four-foot-wide sidewalk, walkway, or a trail along at least one side of all streets. Location and type shall be determined at Specific Design Plan review.

The subject CDP amendment shows that sidewalks are provided on both sides of the interior streets. The subject CDP text document provided street cross sections for private primary roads with 5-foot-wide sidewalks, and primary secondary roads with 4-foot-wide sidewalks. This condition is met.

44. The applicant and the applicant's heirs, successors and/or assignees shall provide the following:

a. Construct a Class I hiker-biker trail along the subject property's entire frontage of Church Road, as reflected on the submitted CDP.

This condition was previously satisfied. The Class I hiker/biker trail has been constructed along Church Road, per prior approved plans and permits.

b. **Construct a Class I hiker-biker trail along the subject property's entire frontage of Oak Grove Road, as reflected on the submitted CDP.**

This condition was previously satisfied. The Class I hiker/biker trail has been constructed along Oak Grove Road, per prior approved plans and permits.

c. **Dedicate the land along the Black Branch stream valley to the M- NCPPC Department of Parks and Recreation (DPR), as shown on the submitted preliminary plat, and construct the multi-use, hiker-biker trail the entire length of the stream valley. This trail will ultimately connect to a planned stream valley trail along Collington Branch. This trail shall be staked in the field with DPR and the trails coordinator prior to construction. Appropriate trail connections shall be included to this trail from the development parcels.**

This condition was previously satisfied. The dedication to M-NCPPC is shown on SDP-0308, Phase 1 Oak Creek Club (west of Church Road), and SDP-0411, Phase 2 Oak Creek Club (west of Church Road), and evidenced by the recordation of Parcel I in Plat Book REP 202 at page 99 and Plat Book REP 203 at page 1; Parcel E in Plat Book REP 202 at page 89 and Parcel F in Plat Book PM 220 at page 75.

d. **The trail networks shall be shown on the preliminary plat and final plat.**

This condition is applicable to preliminary plans and final plats of subdivision and is not applicable to CDP-9902-06.

e. **All trails shall be assured of dry passage. If wet areas must be traversed, suitable structures shall be constructed.**

This condition was previously satisfied. The trail has been constructed to assure dry passage per prior approved plans and permits.

10. **Prince George's County Woodland and Wildlife Habitat Conservation Ordinance and Prince George's County Tree Canopy Coverage Ordinance:** This CDP has been reviewed for conformance with the 2010 Prince George's County Woodland and Wildlife Habitat Conservation Ordinance (WCO) and the Prince George's County Tree Canopy Coverage Ordinance, as follows:

Woodland Conservation Ordinance
Natural Resources Inventory Plan NRI-136-2023 identifies 3.08 acres of woodland and 14 specimen trees on the subject site. This site is subject to the provisions of the 1993 WCO because the project has implemented a Type II tree conservation plan (TCPII), which predates the current WCO and the *Environmental Technical Manual*. Type 1 Tree Conservation Plan TCP1-2025-0035 was submitted with the application and requires revisions to be found in conformance with the prior tree conservation plan approvals and the WCO.

This subject amendment is for a portion of the overall Oak Creek Club development. The TCP1 for the entire development is being revised to reflect the additional development for the area shown as Development Parcel M on the CDP. The overall woodland conservation worksheet shows the clearing of 240.26 acres of woodland on the net tract area, the clearing of 72.23 acres of woodland in the floodplain, and the clearing of 1.06 acres off-site. Based on the calculations, this results in a woodland conservation requirement of 294.07 acres. The requirement is approved to be met with 177.95 acres of on-site woodland preservation, 57.19 acres of on-site afforestation/ reforestation/reforestation, 13.58 acres of natural regeneration, 41.40 acres of off-site woodland conservation credits, and 0.12 acre of fee-in-lieu. The overall site also provides 18.00 acres of off-site woodland conservation preservation being provided for Largo Plaza-Target Store (TCPII-071-95), and 2.96 acres of off-site afforestation is being provided on-site for TCPII-126-05.

Technical revisions to the revised TCP1 are required and included in the conditions of approval.

The TCP1 approved the removal of all 14 specimen trees. The TCP1 is grandfathered from the variance requirements established in the current WCO. More specifically, no variance is required to remove these specimen trees because the TCPII was approved under the 1993 WCO, which did not require a variance for the removal of specimen trees.

Tree Canopy Coverage Ordinance
Subtitle 25, Division 3 of the Prince George's County Code, the Tree Canopy Coverage Ordinance, requires a minimum percentage of the site to be covered by tree canopy for any development projects that include more than 2,500 square feet of gross floor area, or disturbance, and requires a grading permit. Thresholds in the Legacy Comprehensive Design (LCD) Zone shall be as specified by Prince George's County Council Bill CB-27-2010, for the prior zoning of the property (before its designation as a legacy zone). As such, properties in the prior R-L Zone are required to provide a minimum of 20 percent of the gross tract area in tree canopy coverage. At the time of SDP review, the applicant must demonstrate conformance with the relevant requirements of the Tree Canopy Coverage Ordinance.

11. **Referral Comments:** The subject CDP was referred to the concerned agencies and divisions. The Planning Board has reviewed and adopted referral comments that are incorporated herein by reference and summarized, as follows:

    a. **Historic Preservation**—In a memorandum dated January 2, 2026 (Stabler, Smith, and Chisholm to Sun), it was noted that the 2022 *Approved Bowie-Mitchellville and Vicinity Master Plan* (master plan) contains goals and policies related to historic preservation (pages 157–166). One goal (page 158) states: "Historic properties are leveraged as community assets through preservation, restoration, and adaptive reuse." The Bowieville Historic Site (74A-018) is in proximity to the developing property. The site is privately owned and has been restored. A Phase I archeological study was completed surrounding Bowieville (Historic Site 74A-018) in 1999. A Phase IA archeological reconnaissance survey was conducted on the Oak Creek property in 2002. A Phase IB archaeological shovel test survey was conducted on the Oak Creek Club property between December 2002 and December 2003.

A total of six sites (18PR79, 18PR579, 18PR659, 18PR665, 18PR669, and 18PR677) were identified as potentially National Register-eligible and were recommended for a Phase II archaeological evaluation or preservation in place. The Planning Board agrees with these recommendations. None of the sites identified as potentially National Register-significant are located on the subject property being reviewed in this application; therefore, no further work is recommended. All prior conditions of approval applicable to archeology and historic preservation were satisfied. It was noted that archeological investigations can be required at the time of PPS, if there is a moderate or higher potential for archeological resources on the developing property.

b. **Community Planning**—In a memorandum dated February, 10, 2026 (Krakhmalnikov and Lester to Sun), it was noted that Section 27-521(a)(1) of the prior Zoning Ordinance is inapplicable, as the subject property was not placed in a comprehensive design zone through a sectional map amendment per Section 27-223 of the prior Zoning Ordinance, was approved after October 1, 2006, and for which a comprehensive land use planning study was conducted prior to initiation. Accordingly, the master plan is treated as guidance, with respect to this application. This amendment conforms to the master plan and the principles and guidelines of the CDP text document, which address design and physical development of the property.

The master plan recommends Residential Low and Neighborhood Mixed-Use land uses on the subject property. The approved use conforms to the master plan and meets the definition for Residential Low by proposing 28 dwelling units on an 8.09-acre portion of the site, with a density of approximately 3.46 dwelling units per acre. The nonresidential use previously approved and recommended by the master plan is to be relocated in the L-A-C Zone, south of Mary Bowie Parkway. This was approved with Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02 by the District Council on July 8, 2025 (Zoning Ordinances No. 2-2025, No. 3-2025, and No. 4-2025). Specifically, the nonresidential uses, community center, golf course, recreational facilities, Bowieville Mansion, and the clubhouse shall be located together on the south side of Mary Bowie Parkway. The location of these facilities satisfies the purposes of the L-A-C Zone, and the master plan recommendation for neighborhood mixed-use on the property.

c. **Subdivision**—In a memorandum dated February 17, 2026 (Vatandoost to Sun), it was noted that an evaluation was provided including prior approved Basic Plans A-8427, A-8578, and A-8579 and amendments; CDP-9902, CDP-9903, and amendments; and PPS 4-01032 that are related to subdivision review. It was concluded that development of the subject site and the subdivision of land will require approval of a new PPS, a new determination of adequacy of public facilities, and new final plats. The configuration of any new lots and parcels, which will be subject to a future PPS, will be evaluated with that PPS. The circulation pattern will also be reviewed with the future PPS application. Right-of-way widths for any public or private streets in the development will be determined at the time of PPS. The location of public utility easements required along all public or private streets will be determined with the PPS.

d. **Transportation Planning**—In a memorandum dated February 17, 2026 (Patrick to Sun), it was noted that an analysis was provided, including the application's conformance with the requirements of the previous approvals, the prior Zoning Ordinance, the 2009 *Approved Countywide Master Plan of Transportation* (MPOT), and the master plan, as follows:

Master Plan Roads
The subject property has frontage on Church Road (C-300), along the western bounds of the site. The MPOT refers to this section of Church Road as MC-300 and recommends a four-lane master collector with an ultimate right of way of 90 feet. The master plan recommends a two-lane collector roadway with an ultimate right of way of 90 feet for this portion of Church Road. The subject amendment does not display the right-of-way along Church Road. The subject amendment does not require right-of-way dedication or other recommendations to this portion of Church Road. Right-of-way dedication for Church Road will be further examined at the time of subsequent development applications. The Planning Board notes that the portion of Church Road that fronts the subject property is currently constructed as a four-lane collector roadway.

The subject property also has frontage along Mary Bowie Parkway, along the southern bounds of the subject site. Neither the MPOT nor the master plan contain right-of-way recommendations. Right-of-way dedication for Mary Bowie Parkway will be further examined at the time of subsequent development applications. The Planning Board notes that the portion of Mary Bowie Parkway that fronts the subject property has been constructed as a four-lane roadway at its intersection with Church Road, which transitions to a two-lane roadway to the east of the subject site.

Master Plan Pedestrian and Bike Facilities
The MPOT recommends the following master-planned facilities and policies:

Planned Side Path: Church Road

> **Policy 2: All road frontage improvements and road capital improvement projects within the Developed and Developing Tiers shall be designed to accommodate all modes of transportation. Continuous sidewalks and on-road bicycle facilities should be included to the extent feasible and practical** (page 10).
>
> **Policy 4: Develop bicycle-friendly roadways in conformance with the latest standards and guidelines, including the 1999 AASHTO Guide for the Development of Bicycle Facilities** (page 10).
>
> **Policy 5: Evaluate new development proposals in the Developed and Developing Tiers for conformance with the complete streets principles** (page 10).

The master plan recommends a 10-foot-wide minimum shared-use path in both directions (page 247) along this portion of Church Road.

The site's frontage along Church Road has an existing bicycle lane and side path. The site's frontage along Mary Bowie Parkway has an existing sidewalk, which transitions into the side path along Church Road. Additional bicycle and pedestrian recommendations will be further examined and recommended with subsequent development applications.

e. **Environmental Planning**—In a memorandum dated February 13, 2026 (Rea to Sun), it was noted that a comprehensive analysis was provided, including the CDP's conformance with all applicable environmental-related conditions attached to previous approvals, which have been included in the above findings. Additional comments are as follows:

Regulated Environmental Features
There are no primary management areas (PMAs) on the subject site. The PMA located on the remainer of the development will not be impacted with this application.

Stormwater Management
No stormwater management (SWM) concept plan or approval letter were submitted with the subject application. A site development concept will be reviewed and approved by the Prince George's County Department of Permitting, Inspections and Enforcement (DPIE). The SWM concept plan shall be submitted for review with the acceptance of the PPS.

Soils
The predominant soils found to occur, according to the United States Department of Agriculture Natural Resources Conservation Service Web Soil Survey, are Shrewsbury loam and Collington-Wist complex. Marlboro clays occur on a majority of the area for amendment; however, since the site is relatively flat, there are no geotechnical issues. This information is provided for the applicant's benefit, and may affect the architectural design of structures, grading requirements, and SWM elements of the site. A soil study, which identifies the location and extent of the Marlboro clay, shall be submitted with the PPS. DPIE may require a soils report, in conformance with Section 32-130(a)(13) of the County Code, during the permit process review.

Special Roadways
Church Road, which borders the western portion of the site, is designated as a scenic and historic roadway. Appropriate buffering for special roadways should be maintained on future development applications.

f. **Prince George's County Department of Parks and Recreation (DPR)**—In a memorandum dated February 13, 2026 (Thompson to Sun), it was noted that an evaluation was provided, including applicable conditions of Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02; CDP-9902, CDP-9903 and amendments; and PPS 4-01032 that are related to DPR's review All required community-wide recreation

facilities, parkland dedication, trail, and open space obligations were implemented under earlier phases. The relevant comments have been included in the above findings.

g. **Special Projects**—In an email dated February 11, 2026 (Walker to Sun), the Special Projects Section notes it has no comments for the subject case.

h. **Prince George's County Department of Permitting, Inspections and Enforcement (DPIE)**—In a memorandum dated December 18, 2025 (De Guzman to Sun), DPIE provided comments on the major roadways included in this application: Church Road, Mary Bowie Parkway, and Bamberg Way. DPIE also provided comments to revise the approved SWM concept plan and NRI, and a list of comments which will be addressed at the time of permitting.

i. **Prince George's County Fire/EMS Department**—The Fire/EMS Department did not offer comments on the subject CDP.

j. **Prince George's County Police Department**—The Police Department did not offer comments on the subject CDP.

k. **Prince George's County Health Department**—In a memorandum dated December 3, 2025 (Adepoju to Myerholtz), the Health Department provided several comments relating to availability of healthy foods, and comments addressing potential construction activity impacts (noise and dust) extending into adjacent properties during construction. Adherence to construction standards will be required by DPIE during the permitting process.

l. **Washington Suburban Sanitary Commission (WSSC)**—WSSC did not offer comments on the subject CDP.

m. **Public Utilities**—On February 6, 2026, the subject CDP application was referred to Verizon, Comcast, AT&T, and Washington Gas for review and comments. No correspondence has been received from these public utility companies.

12. **Community Feedback:** On March 16, 2026, the Planning Board received Exhibit 1 with two pages from Mr. Clifton Toulson, regarding the subject CDP. He was in favor of the new housing development, but raised concerns about traffic congestion at the intersection of Church Road and Mary Bowie Parkway. He suggested redesigning the aforementioned intersection to better manage the traffic congestion.

13. **Planning Board:** The Planning Board held a public hearing on this application on April 16, 2026. At the hearing, and in rendering its decision, the Board considered all written and oral testimony, along with all exhibits submitted according to the Planning Board's procedures.

Prior to the hearing, and in accordance with the Planning Board's procedures, the applicant provided an exhibit, known as Applicant Exhibit 1, which proposed revised findings, the removal of Condition 3b, and revisions to Conditions 3c and 4a. The applicant and staff were in agreement on all revisions.

The hearing began with a technical staff presentation, which addressed written comments submitted by Mr. Clifton Toulson, noting that this development will be required to submit a PPS, at which time traffic adequacy will be evaluated. After the staff presentation, Mr. Stan Brown with the People's Zoning Counsel asked clarifying questions regarding the case record. Commissioner Geraldo asked one further follow-up clarifying question. Staff answered all questions, accordingly.

Following this discussion, the applicant provided a presentation. After the presentation, Commissioner Matthews asked a question regarding the circulation plan and sufficient space for emergency vehicles. The applicant responded that the CDP only evaluates the general circulation of the development. More detailed analysis on circulation will be evaluated at the time of PPS review.

Following the applicant's presentation, Mr. Vincent Sanders, who represents the Oak Creek Club Homeowners Association, provided testimony. The testimony raised further clarifying questions regarding the approximate 100-foot-wide buffer along Church Road and SWM facilities. The applicant answered those questions. In addition, the Board recommended that Mr. Sanders engage in subsequent discussion with the applicant's attorney to address any outstanding inquiries.

Following this discussion, the Planning Board voted to approve Comprehensive Design Plan CDP-9902-06 and Type 1 Tree Conservation Plan TCP1-2025-0035, subject to the recommended conditions of approval within the technical staff report, as modified by Applicant Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Subtitle 27 of the Prince George's County Code, the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission adopted the findings contained herein and APPROVED Type 1 Tree Conservation Plan TCP1-2025-0035, and further APPROVED Comprehensive Design Plan CDP-9902-06 for the above-described land, subject to the following conditions:

1. Condition 21 of approved Comprehensive Design Plan CDP-9902 shall be amended to read as follows:

   "On-street parking shall only be allowed on one-side of the street, with curb and gutter in designated parallel parking spaces."

2. Prior to certification of the comprehensive design plan (CDP) and text documents for CDP-9902-06, revised Zoning Map Amendments (Basic Plans) A-8427-C-02, A-8578-C-02, and A-8579-C-02 shall be certified.

3. Prior to certification, the applicant and the applicant's heirs, successors, and/or assignees shall revise the comprehensive design plan (CDP) and text documents for CDP-9902-06 as follows:

a. In the text, clearly state that the removal of church and day care uses in Development Parcel M were approved by Zoning Map Amendments (Basic Plans) A-8407-C-02, A-8578-C-02, and A-8579-C-02, but the subject CDP amendments shall retain the church and/or day care uses as an option for the nonresidential component within Oak Creek Club.

b. In Exhibit B and Figure 25 of the illustrative plan, remove all detail regarding development lots and roads. The area designated as an approximately 100-foot-wide buffer to be maintained along Church Road may contain SWM, so long as any required landscape buffer is provided. The width of the buffer along Church Road will be further evaluated, based on final lot orientation at the review stages of the preliminary plan of subdivision and specific design plan, to ensure conformance with the basic plan and CDP conditions and considerations applicable to such buffer.

c. Dimension the 100-foot-wide and 100-foot-deep entrance buffer.

d. Add notes to the Site Data Chart on Sheets 7, 9, and 11 as follows:

> *The gross area and floodplain area are changed due to the latest survey information.
>
> ** Up to 12 additional dwelling units in the Residential Low Development (R-L) Zone, and up to 24 additional dwelling units in the Local Activity Center (L-A-C) Zone, with no more than 28 single-family detached residential dwelling units to be developed in total, pursuant to the CDP-9902-06 and CDP-9903-05 amendments.

e. Revise the Recreational Opportunities Plan in the CDP text documents to reflect the proposed development in Parcel M and remove the label "Church/Day Care" from the subject site.

f. Revise the justification for Section 27-514.10(b)(5) of the prior Prince George's County Zoning Ordinance, on page 44 of the CDP-9902-06 R-L Zone text document, to indicate the provided public facilities qualify the applicant for a density increment factor of 17.5 percent in dwelling units in the Residential Low Development (R-L) Zone.

4. Prior to certification, the Type 1 tree conservation plan (TCP1) shall be revised, as follows:

a. Remove the proposed lots and roads within the approximate 100-foot-wide buffer area and reduce grading, so that all existing trees are retained and 35 feet from Church Road is unencumbered by proposed stormwater management, to accommodate future planting within the buffer.

b. Fill in the approval history table.

c. Add Development Parcel M to the correct column of the "Plan Phase or Name" line of the worksheet.

d. Have the revised plan signed and dated by the qualified professional who prepared it.

e. Revise the plan number to be TCP1-2025-0035.

5. As part of the submittal of the preliminary plan of subdivision, the applicant shall include a soil study which identifies the location and extent of the Marlboro clay.

BE IT FURTHER RESOLVED, that an appeal of the Planning Board's action must be filed with the District Council of Prince George's County within thirty (30) days following the final notice of the Planning Board's decision.

* * * * * * * * * * * * *

This is to certify that the foregoing is a true and correct copy of the action taken by the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission on the motion of Commissioner Geraldo, seconded by Commissioner Okoye, with Commissioners Geraldo, Okoye, Jenkins, Matthews, and Barnes voting in favor of the motion at its regular meeting held on Thursday, April 16, 2026, in Largo, Maryland.

Adopted by the Prince George's County Planning Board this 7th day of May 2026.

Darryl Barnes
Chairman

By Jessica Jones
Planning Board Administrator

DB:JJ:MS:ac

Approved for Legal Sufficiency
M-NCPPC Office of General Counsel
Dated 5/5/26

The Maryland-National Capital Park and Planning Commission
PRINCE GEORGE'S COUNTY
Planning Department
1616 McCormick Drive, Largo, MD 20774 • pgplanning.org • Maryland Relay 7-1-1

May 12, 2026

RECEIVED
May 12, 2026
CLERK OF THE COUNCIL
PRINCE GEORGE'S COUNTY, MD

Carrollton Oak Creek, LLC
9821 Rhode Island Avenue
College Park, MD 20740

Re: Notification of Planning Board Action on
Comprehensive Design Plan CDP-9903-05
Oak Creek Club

Dear Applicant:

This is to advise you that, on **May 7, 2026,** the above-referenced Comprehensive Design Plan was acted upon by the Prince George's County Planning Board, pursuant to the Transitional Provisions of Section 27-1700 of the Prince George's County Zoning Ordinance and in accordance with the attached Resolution.

Pursuant to Section 27-523 of the prior Zoning Ordinance, the Planning Board's decision will become final 30 calendar days after the date of this final notice **(May 12, 2026)** of the Planning Board's decision, unless:

1. Within the 30 days, a written appeal has been filed with the District Council by the applicant or by an aggrieved person that appeared at the hearing before the Planning Board in person, by an attorney, or in writing and the review is expressly authorized in accordance with Section 25-212 of the Land Use Article of the Annotated Code of Maryland; or

2. Within the 30 days (or other period specified by Section 27-291 of the prior Zoning Ordinance), the District Council decides, on its own motion, to review the action of the Planning Board.

Please direct any future communication or inquiries regarding this matter to Ms. Donna J. Brown, Clerk of the County Council, at 301-952-3600.

Very truly yours,
Sherri Conner, Planning Division Chief
Development Review Division

By: Meng Sun
Reviewer

Attachment: PGCPB Resolution No. **2026-020**

cc: Donna J. Brown, Clerk of the County Council
Persons of Record

The Maryland-National Capital Park and Planning Commission
PRINCE GEORGE'S COUNTY
Planning Department
1616 McCormick Drive, Largo, MD 20774 • pgplanning.org • Maryland Relay 7-1-1

May 12, 2026

Carrollton Oak Creek, LLC
9821 Rhode Island Avenue
College Park, MD 20740

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Comprehensive Design Plan CDP-9903-05
Oak Creek Club

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Pursuant to Section 27-523 of the prior Zoning Ordinance, the Planning Board's decision will become final 30 calendar days after the date of this final notice **(May 12, 2026)** of the Planning Board's decision, unless:

1. Within the 30 days, a written appeal has been filed with the District Council by the applicant or by an aggrieved person that appeared at the hearing before the Planning Board in person, by an attorney, or in writing and the review is expressly authorized in accordance with Section 25-212 of the Land Use Article of the Annotated Code of Maryland; or

2. Within the 30 days (or other period specified by Section 27-291 of the prior Zoning Ordinance), the District Council decides, on its own motion, to review the action of the Planning Board.

Please direct any future communication or inquiries regarding this matter to Ms. Donna J. Brown, Clerk of the County Council, at 301-952-3600.

Very truly yours,
Sherri Conner, Planning Division Chief
Development Review Division

By: Meng Sun
Reviewer

Attachment: PGCPB Resolution No. **2026-020**

cc: Donna J. Brown, Clerk of the County Council
Persons of Record

THE MARYLAND-NATIONAL CAPITAL
Park and Planning Commission
Prince George's County Planning Board | Office of the Chairman

1616 McCormick Drive, Largo, MD 20774
301-952-3560
pgcpb@ppd.mncppc.org
www.pgplanningboard.org

PGCPB No. 2026-020 File No. CDP-9903-05

RESOLUTION

WHEREAS, a new Zoning Ordinance, Subtitle 27, Prince George's County Code went into effect on April 1, 2022; and

WHEREAS, the subject property is within the Legacy Comprehensive Design Zone (LCD); and

WHEREAS, the applicant, Carrollton Oak Creek, LLC, submitted an application for approval of a comprehensive design plan; and

WHEREAS, pursuant to Section 27-1704(g) of the Prince George's County Zoning Ordinance, property in the LCD Zone may proceed to develop in accordance with the standards and procedures of the Zoning Ordinance effective prior to April 1, 2022 (prior Zoning Ordinance), and subject to the terms and conditions of prior development approvals (Basic Plans A-8427-C-02, A-8578-C-02, A-8579-C-02, CDP-9902, and amendments thereto), which it has received; and

WHEREAS, therefore, the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission reviewed this application under the Zoning Ordinance in existence prior to April 1, 2022; and

WHEREAS, in consideration of evidence presented at a public hearing on April 16, 2026, regarding Comprehensive Design Plan CDP-9903-05 for Oak Creek Club, the Planning Board finds:

1. **Request:** The subject Comprehensive Design Plan CDP-9903-05 seeks to amend CDP-9903, along with CDP-9902, revising the land use on an 8.09-acre portion of the site known as Development Parcel M, for development of 28 single-family detached dwelling units in the prior Residential Low Development (R-L) and Local Activity Center (L-A-C) Zones.

2. **Development and Data Summary:** CDP-9903, along with CDP-9902 (as amended), approved a maximum of 1,148 dwelling units (929 single-family detached and 219 single-family attached) on approximately 923acres. The Oak Creek Club development is organized into 13 development parcels (areas), which are located on both the east and west sides of Church Road. The R-L-zoned portion of the development is approved for 1,096 dwelling units (877 single-family detached and 219 single-family attached) on approximately 890 acres. The L-A-C-zoned portion of the development is approved for 52 single-family detached dwelling units on approximately 33 acres. The approved CDPs also allowed 26,000 square feet of a retail neighborhood center, an 18-hole golf course, a combination of a golf club and a community center as recreational facilities, preservation of a historic site, a school and park site, and open space which preserves many specimen trees and an existing pond.

   The subject CDP-9903-05, along with CDP-9902-06, approved 28 single-family detached dwelling units in approximately 8.09 acres in Development Parcel M, which may include up to 12 additional single-family detached dwelling units in the R-L Zone, and/or up to 24 additional single-family detached dwelling units in the L-A-C Zone. With the subject amendment, the overall development of Oak Creek Club will feature 1,176 dwelling units (957 single-family detached and 219 single-family attached) on the approximate 917.75-acre site. The R-L-zoned

portion of the site is now approved for 1,108 dwelling units (889 single-family detached and 219 single-family attached) on approximately 884.75 acres. The L-A-C-zoned portion of the site is now approved for 76 single-family detached dwelling units. The acres of floodplain and land area for the R-L Zone and for the overall development have been updated based on the latest survey. Within the subject amendments, the sum of additional dwelling units in the R-L and L-A-C Zones equals 36 dwelling units, which is 8 units more than the total 28 dwelling units approved. The number of dwelling units proposed with the subject CDP amendments is consistent with approved Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02, which provide flexibility in the number of dwelling units in each zone. To avoid confusion for future readers, a condition is included herein to add a note to clearly indicate the additional dwelling units approved by the subject amendments in the Site Data Chart on the CDP.

The following chart shows details of the development data:

	APPROVED	**EVALUATED**	**APPROVED**	**EVALUATED**	**APPROVED**	**EVALUATED**
	CDP-9902 as amended	CDP-9902-06	CDP-9903 as amended	CDP-9903-05	Overall Oak Creek Club Development	
Current Zone	LCD					
Prior Zone(s)	R-L		L-A-C		R-L/L-A-C	
Gross track area (acres)	890	884.75*	33	33	923	917.75*
100-year floodplain (acres)	92**	78.5**	0	0	92**	78.5**
Net tract area/ Adjusted Gross Acreage(acres)	844	845.5	33	33	877	878.5
Base density: (units)***	844	845 (1.0 x 845.5 acres)	179	216 (8.0 x 27.1 acres)	1,023	1061
Maximum: density(units)***	1266	1,268 (1.5 x 845.5 acres)	271	327 (12.1 x 27.1 acres)	1,537	1,595
Total approved density(units)	1096	1,108 (1.31 DU/acre)	52	76 (2.3 DU/acre)	1,148	1,176
Single-family detached (SFD) units	877	889	52	76	929	957
Single-family attached (SFA) units	219	219	0	0	219	219

Notes: *In an email dated February 23, 2026, the applicant notes that because of a more accurate field survey data, the gross track area of the R-L-zoned portion of the property measures 884.75 acres, and the overall development land measures 917.75 acres. The revised land areas are used for the evaluated columns above.

**In an email dated December 24, 2025 (Babar to Sun), the floodplain program manager of the Prince George's County Department of Permitting, Inspections and Enforcement (DPIE) noted that two areas of floodplain were used in prior approvals, namely 92 acres

and 73 acres. In the original 2002 floodplain study, 73 acres were used. It appears that some confusion occurred in 2007, due to a floodplain study, and 92 acres were used in the Site Data Chart in the approved CDP-9902-02, which is the latest approved plan and is used in the approved column. The floodplain program manager of DPIE notes that 73 acres should be used for the existing floodplain, if it is measured correctly by the engineer. However, based on the response letter and revised CDP site plans submitted by the applicant post Subdivision Development Review Committee meeting on December 26, 2025, the floodplain total acreage has been updated to 78.5 acres according to the latest survey. The 78.5 acres is based on the final floodplain study approved after the original CDP was approved and has been used throughout development of the project. The revised floodplain acreage is used for the evaluated columns above.

A condition is included herein to add a note under the Site Data Chart to indicate the gross area and floodplain area are changed due to the latest survey information.

***Per Section 27-486(a) of the prior Prince George's County Zoning Ordinance, residential density determinations in the L-A-C Zone shall be based on an average number of dwelling units per gross residential acre. The gross residential acre for mixed-use land is calculated per Section 27-485 of the prior Zoning Ordinance. The base density for neighborhood centers in the L-A-C Zone is eight dwelling units per gross residential acre, and maximum density is 12.1 dwelling units per gross residential acre. Detailed information can be found on page 29 of the CDP-9903-05 L-A-C Zone text document.

Pursuant to Section 27-486(a), residential density determinations in the R-L Zone shall be based on an average number of dwelling units per gross acre, minus 50 percent of the density attributed to any land located within a 100-year floodplain. The adjusted gross acreage (acres) is calculated as gross tract area minus 50 percent of any land located within a 100-year floodplain. The base density for the R-L Zone is 1.0 dwelling unit per gross acre, and maximum density is calculated as 1.5 dwelling unit per gross acre. Detailed information can be found on page 27 of the CDP-9902-06 R-L Zone text document.

3. **Location:** The overall development, Oak Creek Club, is located at the intersection of Oak Grove Road and Church Road, directly north of Oak Grove Road, and on the east and west sides of Church Road, approximately 3,900 feet south of the intersection of Church Road and MD 214 (Central Avenue). The subject area of amendment, known as Development Parcel M, is located at the northeast area of the intersection of Mary Bowie Parkway and Church Road. Development Parcel M is in Planning Area 74A and Council District 6.

4. **Surrounding Uses:** The 8.09-acre site, known as Development Parcel M, is within the overall 917.75-acre Oak Creek Club development and is bounded to the north by wooded area in the Reserved Open Space (ROS) Zone (prior R-L Zone); to the west by Church Road, with single-family detached homes and a golf course in the Legacy Comprehensive Design (LCD) Zone (prior R-L Zone) beyond; to the south by Mary Bowie Parkway, with wooded area and open

space in the LCD (prior R-L) and L-A-C Zones beyond; and to the east by Bamberg Way, with single-family detached homes in the LCD (prior R-L) and L-A-C Zones beyond.

5. **Previous Approvals:** Zoning Map Amendments (Basic Plans) A-8427, A-8578, and A-8579 for the overall Oak Creek Club property were approved by the Prince George's County District Council on November 26, 1991 (Council Resolution CR-120-1991). The basic plans rezoned the property from the Residential-Agricultural (R-A) and Rural Residential (R-R) Zones to the R-L and L-A-C Zones, respectively. A-8427 and A-8578 are for the R-L-zoned portions and A-8579 is for the L-A-C-zoned portion of the overall Oak Creek Club development.

The first amendment to Basic Plans A-8427, A-8578, and A-8579, for the overall Oak Creek Club property, was approved by the District Council on July 24, 2000 (Zoning Ordinance No. 11-2000). This amendment introduced an 18-hole golf course, subject to 49 conditions and 10 considerations.

The second amendments, Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02, for the overall Oak Creek Club property, were approved by the District Council on July 8, 2025 (Zoning Ordinance Nos. 2-2025, 3-2025, and 4-2025), to allow additional development of 28 single-family detached dwelling units, subject to 50 conditions and 10 considerations.

CDP-9902 (for the R-L Zone) along with CDP-9903 (for the L-A-C Zone) were approved by the Prince George's County Planning Board on September 6, 2001 (PGCPB Resolution Nos. 01-180 and 01-181 adopted on December 20, 2001). The District Council affirmed the Planning Board's decision and approved CDP-9902 and CDP-9903 on May 13, 2002, to develop a maximum of 1,148 dwelling units on 923 acres of land, including a golf course, a clubhouse, and a recreation center.

Preliminary Plan of Subdivision (PPS) 4-01032 was approved by the Planning Board on September 6, 2001 (PGCPB Resolution No. 01-178(C)(A)). This PPS approved 1,148 lots and 36 parcels for development of 1,148 single-family residential dwelling units, 26,000 square feet of retail use, and an 18-hole golf course on the overall Oak Creek Club property. The amended corrected resolution was approved by the Planning Board on February 15, 2018 (PGCPB Resolution No. 01-178(C)(A)), based on a reconsideration relating to the conversion of a roundabout to a four-way signal-controlled intersection. Further subdivision of the subject property for additional residential lots will require a new PPS.

The first revision to the above-referenced CDP-9903, CDP-9903-01, was approved by the Planning Board on September 13, 2007 (PGCPB Resolution No. 07-173(C)), for a revision to prior approved Condition 30 to combine the community building and golf course clubhouse into a single facility, and to amend the location and construction schedule for the recreational facilities.

The second revision, CDP-9903-02, was approved by the District Council on January 30, 2012, for a revision to prior approved Condition 30 regarding the trigger for commencing construction of the golf course clubhouse and its attendant parking.

The third revision, CDP-9903-04 (there is no CDP-9903-03), was approved by the Planning Board on December 6, 2012 (PGCPB Resolution No. 12-111), for a revision to prior approved Condition 30, to allow the approved clubhouse to be reduced in area from 25,000 square feet to 13,000 square feet.

Numerous specific design plans (SDPs) have been approved for the overall Oak Creek Club development, as covered under the basic plans. Those SDPs include SDP-0303 and amendments thereto; SDP-0304 and amendments thereto; SDP-0306 and amendments thereto; SDP-0308 and amendments thereto; and SDP-0417 and amendments thereto. Future development for the subject site to increase density under this application, if approved, will require SDP approval.

6. **Design Features:** The subject site is split zoned in the prior R-L and L-A-C Zones. The site is made up of a 100-foot buffer from Church Road that will remain, and vacant land in the R-L and L-A-C Zones. The subject amendment CDP-9903-05 is for the L-A-C-zoned portion. The site is bounded by three roadways, namely Church Road to the west, Mary Bowie Parkway to the south, and Bamberg Way to the east, and is also bounded to the north by Parcel A (the park/school site owned by The Maryland-National Capital Park and Planning Commission (M-NCPPC)). Church Road is identified in the 2009 *Approved Countywide Master Plan of Transportation* as a 90-foot-wide collector road, as well as a scenic and historic road. Mary Bowie Parkway and Bamberg Way are two private roads within the Oak Creek Club development. The development area included in this application is accessed from existing Bamberg Way through the extension of two internal private rights-of-way that coincide with the existing development to the east. The provision of sidewalks along both sides of the private rights-of-way forms the pedestrian circulation for the subject property. A 100-foot-wide buffer area along Church Road is identified on the CDP, in the R-L Zone, and this buffer is consistent with the approved basic plans. Two stormwater management (SWM) areas are included within the development area; one is located within the buffer area abutting Church Road, and the other is central to the subject site. The subject development will be constructed in one phase.

Pursuant to the approved basic plans, the plans show a buffer area for the subject amendment area shall be a minimum of 100 feet wide with trees along Church Road. This buffer aligns with approved CDP design guidelines which intend to preserve the rural and historic character of the Church Road Corridor, and to create an environmentally sensitive development. This rural parkway concept for Church Road has been implemented consistently throughout the overall development of Oak Creek Club. In addition, the 2010 *Prince George's County Landscape Manual* (Landscape Manual) also requires landscaped buffers along Church Road, namely a minimum 20-foot-wide landscaped buffer along a special roadway, and a minimum 35-foot-wide landscaped buffer for a collector road. Both the 100-foot-wide buffer required by the basic plans and the landscaped buffers required by the Landscape Manual shall be met with the subject development.

However, the submitted CDPs show that the improvements within the 100-foot-wide buffer area consist of a SWM facility, two cul-de-sacs, and a portion of a development lot, with no existing trees to remain. SWM facilities typically comprise grass, shrubs, soil, gravel, and rain gardens. Due to the absence of trees, these areas do not function as a scenic buffer along Church Road. The Planning Board finds that, while SWM facilities might be located in a landscape buffer, it

should not interfere with the landscape buffer along Church Road required by the 2010 Landscape Manual.

In addition, the original approved Type 1 Tree Conservation Plan (TCP1-91-92) designated the buffer area as a combination of forest preservation and reforestation area. However, the submitted TCP1 revision (TCP1-2025-0035) seeks the removal of all preserved woodland and specimen trees. According to approved Natural Resources Inventory Plan NRI-136-2023, the subject amendment area contains 3.08 acres of existing forest and 14 specimen trees. Of this, 1.17 acres of mature forest and two specimen trees are located within the required buffer along Church Road. The overall woodland conservation requirement shall be met with a combination of on-site woodland preservation, on-site afforestation, natural regeneration, off-site woodland conservation credits, and fee-in-lieu. Nevertheless, the primary method for meeting woodland conservation requirements should be the conservation of on-site woodland. The Planning Board finds that the submitted TCP1 revision does not maintain the current streetscape on Church Road, fails to preserve existing mature trees and woodland, and does not provide the required landscape buffer along Church Road. As such, a condition is included herein requiring the applicant to revise the CDP to remove all detail regarding development lots and roads from Exhibit B and Figure 25 of the illustrative plan. Another condition is included herein requiring the applicant to revise the TCP1 to remove the proposed lots and roads within the approximate 100-foot-wide buffer area, to reduce the grading to retain existing trees, and show 35 feet from Church Road unencumbered by proposed SWM to accommodate future planting within the buffer. However, the applicant may conduct additional studies and provide additional detail regarding the buffer area(s) at later stages in the entitlement process, such as the Type 2 tree conservation plan (TCP2.) The findings, recommendations, and conditions regarding the TCP1 are not intended to limit the Planning Board's authority to approve revisions of the design of the buffer area(s), including layout, grading, and SWM facilities, at later stages in the entitlement process.

Development Standards
The subject CDP-9903-05 amendment also includes design guidelines governing the development of this project, including Residential Lot Standards, Streetscape Concept, Vehicular Circulation and Access, Utilities, Architectural Guidelines, and Landscape Elements. The amendment shall keep most of the standards, as previously approved, except for one related to on-street parking standards in the Vehicular Circulation and Access guidelines. A detailed discussion is addressed in Finding 9 below regarding revised Condition 24 of CDP-9903-05. The amendments shall retain Lot Performance Standards for both the R-L and L-A-C Zones, as follows:

Lot Performance Standards (L-A-C Zone)	
Permitted Use: Single family detached/attached dwellings on a variety of lot sizes, zero-lot -line units and patio homes	
Min. Lot Size in Square Feet	6,000 sq. ft. SFD
Max. Lot Coverage	50%
Green Space	None
Yard Requirements:	
a. Min. Front Yard (Setback from right-of-way)	10 feet from "Main Street" 5 feet from "Village Streets"
b. Min. Side Yard – One	0 feet

Lot Performance Standards (L-A-C Zone)	
Min. Side Yard – Both	8 feet
c. Min. Building Separation	10 feet
d. Max. Height (in stories)	3
e. Min. Lot width at the street line	25 feet
f. Min. lot width	50 feet

Notes: *Applicable Fire Codes may require additional building separation to that shown above based on Fire Rating of walls.

**Minor variations to the above standards may be permitted subject to the site-specific review at the time of SDP approval.

***Minimum building separation for the single-family attached units applies to buildings and not to individual units.

****Accessory structures are exempt from setback requirements.

CDP Text Documents
The subject CDP-9903-05 amendment also approved a CDP text document, namely the CDP-9903-05 L-A-C Zone text amendment. as an associated document. The CDP text document marks revised language in blue and deletions with strikethrough. The Planning Board has reviewed the document and identified several technical errors requiring correction, which are conditioned herein for revision.

COMPLIANCE WITH EVALUATION CRITERIA

7. **Zoning Map Amendment (Basic Plan) A-8427, A-8578, and A-8579, first amendment to A-8427, A-8578, and A-8579, and second amendment A-8427-C- 02, A-8578-C-02, A-8579-C-02:** Basic Plans A-8427, A-8578, and A-8579 for the overall Oak Creek Club property were approved by the District Council on November 26, 1991 (CR-120-1991). The basic plans rezoned the property from the R-A and R-R Zones to the R-L and L-A-C Zones, respectively, subject to 50 conditions and 4 considerations.

The first amendment to Basic Plans A-8427, A-8578, and A-8579 for the overall Oak Creek Club property was approved by the District Council on July 24, 2000 (Zoning Ordinance No. 11-2000). The amendment included the addition of an 18-hole golf course, changing the roadway design for Church Road and reducing the width, the relocation of the school site, and introducing the golf course amenities into the setting around the Historic Bowieville Mansion. These changes altered the previous design concept, which emphasized the rural character of the area. This amendment revised or deleted some of the prior conditions and considerations based on the applicant's request to reflect the new design. Therefore, this first amendment superseded the original basic plan, subject to 49 conditions and 10 considerations.

The second amendments, Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02, for the overall Oak Creek Club property, were approved by the District Council on July 8, 2025 (Zoning

Ordinance No. 2-2025, 3-2025, and 4-2025), to allow for additional development of 28 single-family detached dwelling units on Development Parcel M property, consistent with the subject application, subject to 50 conditions and 10 considerations. This amendment revised Condition 1 and added Condition 50 to the first amendment to Basic Plans A-8427, A-8578, and A-8579 (Zoning Ordinance No. 11-2000). The 10 considerations remained the same as first amendment.

The following analysis reviews the conditions of A-8427-C-02, A-8578-C-02, and A-8579-C-02 approval. Condition 34 pertains to commercial development public assembly structures, which are not included in the subject amendment. Conditions 14–16 and 18–19 are related to regulated environmental features (REF), including wetlands, streams, and drainage, which do not exist within the limit of the subject application. Conditions 22–33 pertain to the Bowieville Historic Site and historic building, and archeological survey, which do not exist within the limit of the subject application. Conditions 48 and 49 pertain to development parcels that are not included in the subject amendment. Conditions 4–7, 9, 21, and 35 are not related to the review of CDP stage. Therefore, the above-mentioned conditions are not applicable to CDP-9903-05. Those conditions of A-8427-C-02, A-8578-C-02, and A-8579-C-02 relevant to the review of CDP-9903-05 are listed below, in **bold** text. Analysis of the project's conformance to the conditions follows each one, in plain text:

1. **In no event shall the maximum number of dwelling units exceed 1,108 in the R-L Zone, which equates to 1.4 dwelling units per adjusted gross acres and 76 in the L-A-C Zone.**

   The subject CDP-9903-05 is in conformance with this condition, which has been addressed above in Finding 2, Development and Data Summary. CDP-9903-05 approved up to 76 units in L-A-C Zone.

2. **Approval of the L-A-C Zone for 33 acres with the provision that the maximum square footage of the proposed commercial component shall be determined at the Comprehensive Design Plan (CDP) review. Should it be determined at that time that adequate market support does not exist for the proposed 40,000 square feet of commercial development, a staging Plan shall be approved providing for the development of a Neighborhood Activity Center in accordance with the Master Plan and Zoning Ordinance requirements for such centers and the subsequent expansion of the center at such time as the necessary market support can be determined.**

   The approved basic plan and CDP depicted a maximum of 40,000 square feet of community service center which meets mixed-use land use requirement in the L-A-C Zone. The approved CDP text depicted 26,000 square feet of retail neighborhood center (page 1 of the original CDP-9903 L-A-C text). The subject CDP amendment has revised the Site Data Chart on the CDP to depict community service center at 26,000 square feet. As stated on page 12 of the CDP-9903-05 L-A-C text document, the required neighborhood mixed-use land use component is retained in the L-A-C-zoned portion of the overall development that is south of Mary Bowie Parkway, on land that is currently vacant and nearest to the golf course, the combined clubhouse and community center, and

other recreational facilities. The mixed-use component might include commercial, retail, and community service uses, such as a church and/or day care.

3. **At each access point off of Church Road and Oak Grove Road, the amended Basic Plan will provide entrance buffers 100 feet wide on each side of the access road and 100 feet deep along the access road.**

The subject property is on the north side of the Mary Bowie Parkway, which is one access point off Church Road. An updated basic plan to be certified is submitted along with the CDP submittal. The updated basic plan designates an area measuring 100 feet in width and 100 feet in depth along Mary Bowie Parkway, adjacent to the access road, and marks the entrance buffer area with a diagonal dashed line. The buffer area is consistent with the entrance buffer shown on the approved PPS 4-01032. The submitted CDP shows the diagonal dash line with a label indicating 100 feet entry buffer, without dimensioning the 100-foot width and depth of the entrance buffer on the plan, which is conditioned herein to be dimensioned.

8. **Prior to the issuance of any building permits for more than 200 dwelling units, the applicant shall bond to construct, at a minimum, a half section of a major collector facility along the realignment of Oak Grove-Leeland Road from the Watkins Park Road/Oak Grove Road intersection through the Church Road/Oak Grove-Leeland Road intersection. The roadway shall be constructed in accordance with Prince George's County Department of Public Works and Transportation requirements.**

This condition is applicable at the time of building permit; however, this condition has been satisfied. The realignment of Oak Grove Road has been partially constructed west of its intersection with Church Road. Oak Grove Road is currently under construction west of the intersection of Whistling Duck Drive and Watkins Park Drive. The improvements are bonded for construction, thereby satisfying the condition.

10. **On all Preliminary Plats, Final Plats, Site Plans and other Plan documents used to represent the proposed development, on which the A-44 right-of-way appears, the Applicant, his heirs, successors and/or assigns shall identify the right-of-way as a future access-controlled arterial highway facility, in accordance with the approved Bowie- Collington Master Plan.**

The A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution CR-11-2006. Accordingly, this condition is no longer applicable to CDP-9903-05.

11. **The Applicant shall dedicate the right-of-way for Church Road as a (90-foot maximum) four-lane collector with an open median of varying width as determined by DPW&T. The location of the road shall be finalized at the time of CDP and shall be based on an Inventory of Significant Visual Features prepared according to the "Design Guidelines for Scenic and Historic Roads." Construction will be in**

accordance with DPW&T requirements and may utilize the existing roadbed when appropriate.

This condition was satisfied with the dedication of the Church Road South right-of-way via plat recorded in Plat Book REP 203, Plat 20, on October 12, 2004.

12. **A Woodland Conservation requirement of 25 percent shall be established for the portion of the site zoned R-A, unless it can be shown that the existing woodland is less than that amount. If so, the conservation threshold may be reduced to the percentage of existing woodland down to 20 percent of the net tract area of R-A zoned land. A Woodland Conservation requirement of 15% shall be established for the portion of the site zoned L- A-C. In addition, the Applicant will reforest as required under applicable State and County regulations. All Tree Conservation Plans shall demonstrate how the development will meet this criterion.**

TCP1-2025-0035, which is an amendment to TCP1-91-92, is approved. The prior zoning for the property is actually R-L, not R-A. It is assumed that an error occurred during the typing of this condition. TCP1-2025-0035 as submitted uses an average 25 percent woodland conservation threshold for the R-L and the L-A-C portion of this property, in conformance with this condition. The applicant has reforested as required under applicable State and County regulations.

13. **The limits of the existing 100-year floodplain shall be approved by the Watershed Protection Branch of the Department of Environmental Resources prior to the approval of any Specific Design Plan.**

The CDP and TCP1, as submitted, reflect the 100-year floodplain as approved by the County, in conformance with this condition. It should be noted that the 100-year floodplain is now managed by DPIE's Site Road Division. The subject site does not include existing 100-year floodplain.

17. **Prior to the submittal of the Comprehensive Design Plan, the Applicant and the Technical Staff shall determine if a noise study, which considers the impact of proposed A-44 and Church Road on the Subject Property, is necessary. If it is necessary, the study shall be submitted with the CDP.**

The A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution CR-11-2006. Church Road is classified as a collector road. Therefore, a noise study is not required.

20. **As part of the submittal of the CDP, the Applicant shall include a conceptual layout of water and sewerage service to the site and an analysis of the impact of the construction of these facilities. Applicant, Technical Staff, and the WSSC shall work together using their best practical efforts to minimize the impact of water and sewer line construction on the Subject Property.**

The CDP package includes a conceptual layout of water and sewer service as shown on Sheets 10 and 11 of the submitted CDP, which has previously been reviewed and conceptually approved on February 21, 2025, by the Washington Suburban Sanitary Commission (WSSC), pursuant to Letter of Finding No. DA7720Z24. The letter of finding and the concept plan were submitted.

36. **The Basic Plan shall be amended to show the relocation of the 27-acre park/school site to the east side of Church Road at the northern boundary of the subject parcel as shown on the Department of Parks and Recreation (DPR) exhibit "A". The Applicant shall dedicate this land at such time as requested by the Prince George's County Planning Board.**

Parcel A (approximately 26.46 acres) was recorded in Plat Book REP 201, page 47 and conveyed to M-NCPPC.

37. **The CDP shall investigate and evaluate an extension of the Planned hiker/biker trail east of Church Road as shown on DPR exhibit "A".**

This condition has been satisfied. The trail shown on Prince George's County Department of Parks and Recreation (DPR) Exhibit A was built.

38. **The Applicant shall assure the provision of new access to the residents currently served by a driveway traversing M-NCPPC property (the Riley Tract) from the Oak Creek Community.**

The driveway access traversing M-NCPPC property (the Riley Tract) from the Oak Creek community has been recorded among the land records. This condition has been satisfied.

39. **The floodplain (with the exception of road crossings) and adjoining buffer area along Black Branch shall be dedicated to M-NCPPC.**

The approximately 63 acres of land were conveyed to M-NCPPC and recorded in land records in earlier phases.

40. **The amended Basic Plan shall show the Class I trail along Church Road, the entire frontage of the Subject Property, and also a Class I trail along the entire Oak Grove Road frontage.**

The amended basic plan to be certified and the approved CDP both show a master plan trail along Church Road for the entire frontage of the subject property, and a master plan trail along the entire frontage of Oak Grove Road. The trail facilities were constructed.

41. **At the time of Comprehensive Design Plan review, the locations of the trails, paths and sidewalks proposed will be evaluated on their interrelationship within the entire development site with respect to pedestrian movements.**

The subject CDP-9903-05 provides for a pedestrian network that consists of sidewalks and trails, as shown on the submitted circulation plan. Sidewalks are planned on both sides of the private roads and will link to existing pedestrian paths and trails, ensuring convenient movement for people walking through the area. Details of these facilities shall be further evaluated at the time of SDP.

43. If there is a deficit contribution necessary to fund the extension of sewer and water lines for the project, Applicants shall pay such deficit as determined by the WSSC.

The WSSC Letter of Finding No. DA7720Z24, dated February 21, 2025, is submitted with the application package. The letter indicates that the project has been conceptually approved; therefore, no deficit contribution is required for the subject site.

44. All of the private recreational amenities identified in the amended Basic Plan text shall be listed on the face of the amended Basic Plan.

The updated amended basic plan to be certified for A-8427-C-02, A-8578-C-02, and A--8579-C-02 is submitted. All the private recreational amenities identified in the amended basic plan are listed on the basic plan, which includes a golf course, a swim/tennis center, a swimming pool, two tennis courts, an 8-foot-wide asphalt trail system, and a golf clubhouse. Those amenities were constructed, bonded, and released.

45. The open space element of the amended Basic Plan or its equivalent shall be clearly identified on the face of the Plan.

The updated amended basic plan to be certified for A-8427-C-02, A-8578-C-02, and A-8579-C-02 is submitted. The open space element of the amended basic plan is clearly identified on the basic plan.

47. For those lots with frontages along Church Road or Oak Grove Road, or with an intervening open space parcel between the road and the lot, the minimum lot width shall be 100 feet. Units on these lots may have side entry garages and may have dualized driveways. A 50-foot building setback is required from the street line and the property line.

Both the basic plan and CDP depict a 100-foot-wide buffer along Church Road, demonstrating that the setback will exceed 50 feet. The CDP application does not assess lotting patterns, but the submitted TCP1 shows no lots are fronting Church Road. The submitted TCP1 shows four lots with an intervening open space parcel between the road and the lot, which are subject to this condition. A condition is included herein requiring that the buffer width along Church Road shall be further evaluated at subsequential review stages of PPS and SDP. The buffer width should demonstrate conformance to basic plan and comprehensive plan conditions and considerations.

50. Remove the designation of Development Parcel/Landbay T from the Amended Basic Plan.

The updated amended basic plan to be certified for A-8427-C-02, A-8578-C-02, and A-8579-C-02 is submitted. The designation of Landbay T is removed.

Conditions 40, 44, 45, and 50 are imposed by the amended Basic Plan for A-8427-C-02, A-8578-C-02, and A-8579-C-02, which has been approved, but has not been certified. A condition is included herein to certify the amended basic plan, prior to certification of CDP-9903-05.

Considerations
Considerations 1–3 are related to the golf course, and have been satisfied by SDP-0306, Oak Creek Club Golf Course, and are not readily applicable to the subject CDP-9903-05 amendment.

4. To the extent practicable, existing fence rows, isolated trees, or existing agricultural structures occurring in the setback shall be preserved and maintained unless removing such elements can be justified on the grounds of safety. The quality of these features shall be determined by the Planning Board and/or District Council at the time of Comprehensive Design Plan approval. In addition, groves, clusters, or rows of native trees, and shrubs typical of those indigenous to the vicinity of the proposed development shall be encouraged to be planted in the setback in order to enhance the rural character.

As discussed in Finding 6, this consideration is not met. There are existing woodlands and specimen trees on the subject site, and the CDPs do not preserve existing native trees to the extent practicable in order to enhance the rural character. Although considerations are not requirements like conditions, the required buffer area flows from other requirements of the basic plans. Therefore, a condition is included herein requiring the applicant to revise the TCP1 to remove proposed lots and roads within the approximate 100-foot-wide buffer area and reduce grading, so that all existing trees are retained and 35 feet from Church Road is unencumbered by proposed SWM, to accommodate future planting within the buffer.

5. The Comprehensive Design Plan should recognize the A-44 facility. The location of the alignment must be coordinated further with staff in order to match approved rights-of-way on adjacent developments such as the Willowbrook Basic Plan, Collington Manor and Collington Station prior to Comprehensive Design Plan approval.

The A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution, CR-11-2006. Accordingly, this consideration is no longer applicable.

6. **Primary residential streets will be constructed to provide access to the Planned community park and the park/school. In the event private roadways are permitted in the Planned community, equivalent private roadways will be provided (roadways with two travel lanes and two parking lanes).**

   All roadways within the development will be private, as previously approved and established. The consideration has been addressed.

7. **An internal loop master Plan trail shall be provided within the proposed development for the Purpose of providing a neighborhood circuit for running, jogging, and biking.**

   The trail facilities were constructed. This consideration has previously been addressed.

8. **All the development pods and parks, recreational and historical features shall be connected into the main trail network by feeder trails and sidewalks.**

   The approved CDP provides for a pedestrian network that will consist of sidewalks and trails that connect to the main trail network. Details of these facilities shall be further evaluated, at the time of SDP.

9. **The handicapped accessibility of all trails shall be determined during CDP review.**

   Issues of handicapped accessibility review are most appropriate at the SDP stage; however, no trails impact the subject site.

10. **For lots with rear yards oriented toward Oak Grove Road or Church Road, there shall be a minimum 300-foot setback requirement for the rear lot lines. The 300-foot buffer may include the golf course, however, within the 300 feet a minimum 50-foot landscaped buffer shall be provided, to be Planted with the amount of Plant materials required for a collector buffer in Section 4. 6 of the Landscape Manual. If there is woodland area or hedgerow within the right-of-way, it may be combined with on-site woodland to contribute toward the 100-foot buffer requirement. Existing woods and/or vegetation may be allowed to substitute for the landscaping, only if it can be demonstrated that the woodland is a minimum of 25 feet wide and is supplemented with evergreen material to provide year-round screening. The landscaped buffer may be located either along the road or along the lots, but in no case shall it be split up into less than 25-foot widths.**

    The CDP applications do not assess lotting patterns, but the submitted TCP1 shows a lot layout which does not include lots with rear lot lines oriented towards Church Road. Side lot lines are oriented to Church Road; therefore, the rear yards will still require buffering, pursuant to the Landscape Manual. A buffer is shown along Church Road, adjacent to the development area. The lot layout, setback, and landscaping required by this condition will be further evaluated, at the time of subsequent review of the PPS and SDP. A condition is included herein requiring that the buffer width along Church Road shall be

further evaluated at subsequential review stages of PPS and SDP. The buffer width should demonstrate conformance to basic plan and comprehensive plan conditions and considerations.

8. **Prince George's County Zoning Ordinance:** This application has been reviewed for conformance with the requirements of the prior Zoning Ordinance governing development in the L-A-C Zone, as follows:

a. **L-A-C Zone:**

(1) In accordance with Section 27-515(b), the approved residential uses consisting of single-family detached units are permitted in the L-A-C Zone, pursuant to approved Basic Plan A-8579-C-02.

(2) **Density Increments**—In accordance with Section 27-496(a), Regulations, of the prior Zoning Ordinance, for Neighborhood Center, the base residential density is eight dwelling units per gross residential acre and the maximum residential density is 12.1 dwelling units per gross residential acre. The submitted CDP-9903-05 L-A-C Zone text document has provided justification of the density increments (pages 29–30). As required by Section 27-485, the residential density needs to be calculated based on the theoretical gross residential acre for mixed-use development. The density is 2.8 dwelling units per gross residential acre, based on theoretical 27.1 acres as gross residential acre, out of a total of 33 acres in the L-A-C Zone. As noted on page 44 of the CDP-9903-05 text, using the typical formula for this project produces a misleadingly low-density calculation of the development when using the total 33 acres. This is caused by including the historic site, approximately 12 acres, within the calculation for determining the portions of the total site to be considered residential and commercial. As such, within the total 33 acres of L-A-C Zone, approximately 21 acres (adjusted gross area) more accurately represent the commercial and residential area. With this scenario, the residential density is 4.4 dwelling units per gross residential acres, based on theoretical 17.2 acres as adjusted gross residential area. In both scenarios, the approved residential density is less than the base density of eight dwelling units per gross residential acre. Therefore, no public benefit features and density increment factors are needed.

(3) **Development Standards**—A comprehensive set of development standards for residential uses, including single-family detached dwelling units in the L-A-C Zone, have been provided with this CDP, which are consistent with the approved standards, as discussed in Finding 6 above.

c. In accordance with Section 27-521(a) of the prior Zoning Ordinance, prior to approving a CDP, the Planning Board must make the following required findings:

(1) The plan is in conformance with the Basic Plan approved by application per Section 27-195; or when the property was placed in a Comprehensive Design

Zone through a Sectional Map Amendment per Section 27-223, was approved after October 1, 2006, and for which a comprehensive land use planning study was conducted by Technical Staff prior to initiation, is in conformance with the design guidelines or standards intended to implement the development concept recommended by the Master Plan, Sector Plan, or Sectional Map Amendment Zoning Change;

The second amendment Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02 for the overall Oak Creek Club property were approved by the District Council on July 8, 2025 (Zoning Ordinance Nos. 2-2025, 3-2025, and 4-2025), to allow for additional development of 28 single-family detached dwelling units, subject to 50 conditions and 10 considerations. Based on the analysis herein, and subject to the conditions of approval, in addition to the evidence filed in conjunction with this amendment, the Planning Board finds that the subject CDP-9903-05 amendment is in conformance with the conditions and considerations set forth in A-8427-C-02, A-8578-C-02, and A-8579-C-02, as discussed in Finding 7 above.

(2) The proposed plan would result in a development with a better environment than could be achieved under other regulations;

The flexibility inherent in comprehensive design zones, such as the L-A-C Zone, will allow the applicant to produce a much better environment and achieve high standards for the development, rather than those constructed in conventional zones. In the case of the L-A-C Zone, no density increases have been taken, but facilities in excess of what is required are still provided. The Planning Board finds that the amendment will not substantially affect the previous finding that the subject plan would result in a development with a better environment than could be achieved under other regulations.

(3) Approval is warranted by the way in which the Comprehensive Design Plan includes design elements, facilities, and amenities, and satisfies the needs of the residents, employees, or guests of the project;

A unique mix of recreational facilities and amenities were constructed for the overall development of Oak Creek Club and are discussed in the Section VI Public Facilities section of the CDP text. Public recreational facilities include Black Branch Stream Valley Park and Oak Creek Park, dedicated to M-NCPPC, and public recreational facilities and trails within those parks. Private recreational facilities include a golf course, a swim/tennis center, a swimming pool, two tennis courts, an 8-foot-wide asphalt trail system, and a combination of a golf clubhouse and community center. Aside from those facilities that were constructed, a community service center up to 26,000 square feet in the L-A-C Zone has been approved under original CDPs. As noted on page 27 of the CDP-9903-05 L-A-C Zone text document, the subject amendment removes the original approved church and day care uses. The removal of the church and day

care uses in Development Parcel M were approved by Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02. The mixed-use land requirement in the L-A-C Zone applies to vacant land south of Mary Bowie Parkway, near the golf course and recreational facilities. Pursuant to the technical staff report for the basic plan (page 18), the applicant shall retain the church and/or day care uses as an option for the nonresidential component within Oak Creek Club. Other uses serving public, quasi-public, and commercial needs within Oak Creek Club remain grouped together. A condition is included herein requiring the applicant to revise the CDP text to clearly state that the removal of church and day care uses in Development Parcel M were approved by the Basic Plans (A-8407-C-02, A-8578-C-02, and A-8579-C-02); however, the subject CDP amendment shall retain the church and/or day care uses as an option for the nonresidential component within Oak Creek Club. The Planning Board finds that the amendment will not substantially affect the previous finding that approval is warranted by the way in which the CDP includes design elements, facilities, and amenities and satisfy the needs of the residents, employees, or guests of the project.

(4) The proposed development will be compatible with existing land uses, zoning, and facilities in the immediate surroundings;

The development with this CDP is compatible with neighboring properties which were developed with single-family attached and/or detached residential units. Generous setbacks and buffering along Church Road on the development will maintain the scenic and historical character of Church Road. The Planning Board finds that the amendment will not substantially affect the previous finding that the development will be compatible with existing land use, zoning, and facilities in the immediate surroundings, with the conditions of approval.

(5) Land uses and facilities covered by the Comprehensive Design Plan will be compatible with each other in relation to:

(A) Amounts of building coverage and open space;

(B) Building setbacks from streets and abutting land uses; and

(C) Circulation access points;

Within the Design Principles section of the CDP text are detailed specifications for building coverage, open space, setbacks, and circulation access points. Each housing type has a separate set of guidelines to guarantee compatibility within and between the different neighborhoods. A minimum 100-foot-wide landscaped buffer along Church Road will ensure development within the subject amendment area to be compatible with surrounding neighborhood and the character of Church Road. The two circulation access points are approved as an extension of the existing roadways. The Planning Board finds that the

amendment will not substantially affect the previous finding that land uses and facilities covered by the CDP will be compatible with each other, in relation to circulation access points.

(6) Each staged unit of the development (as well as the total development) can exist as a unit capable of sustaining an environment of continuing quality and stability;

The majority of the Oak Creek Club property has been developed in accordance with the original approved staging plan from 2001 to 2005. The subject amendment will be completed in one stage, estimated to be constructed during 2027–2029. With the buffers along Church Road and central open space within the subject site, this stage of development will exist as a unit, capable of sustaining an environment of continuing quality and stability.

(7) The staging of development will not be an unreasonable burden on available public facilities;

PPS 4-01032 was approved by the Planning Board on September 6, 2001 (PGCPB Resolution No. 01-178(C)(A)). PPS 4-01032 approved 1,148 lots and 36 parcels for the development of 1,148 single-family residential dwelling units, 26,000 square feet of retail use, and an 18-hole golf course on the overall Oak Creek Club property. The CDP-9903-05 amendment is approved, raising the number of dwelling units from 1,148 to 1,176 for the overall Oak Creek Club property. Development for the subject amendment area will be subject to a new PPS, at which time adequacy of public facilities will be tested. A new certificate of adequacy will be required to be approved by the Planning Director prior to Planning Board approval of any new PPS. Existing and planned public facilities were analyzed in the approved Basic Plans (A-8427-C-02, A-8578-C-02, and A-8579-C-02) and found to be sufficient. Based on the analysis of the basic plans, the Planning Board finds that the development will not create an unreasonable burden on available public facilities at this time.

(8) Where a Comprehensive Design Plan proposal includes an adaptive use of a Historic Site, the Planning Board shall find that:

(A) The proposed adaptive use will not adversely affect indistinguishing exterior architectural features or important historic landscape features in the established environmental setting;

(B) Parking lot layout, materials, and landscaping are designed to preserve the integrity and character of the Historic Site;

(C) The design, materials, height, proportion, and scale of a proposed enlargement or extension of a Historic Site, or of a new structure within the environmental setting, are in keeping with the character of the Historic Site;

The subject CDP amendment does not include any adaptive use of a historic site. Therefore, this provision is inapplicable.

(9) The Plan incorporates the applicable design guidelines set forth in Section 27-274 of Part 3, Division 9, of this Subtitle, and where townhouses are proposed in the Plan, with the exception of the V-L and V-M Zones, the requirements set forth in Section 27-433(d);

Pursuant to PGCPB Resolution No. 01-180 (page 43), the original approved CDP incorporates the applicable design guidelines set forth in Section 27-274 of the prior Zoning Ordinance (particularly those relating to views and green area) to the degree feasible in the type of general, schematic plan represented by the subject CDP. Development approved with the CDP, as amended, was fully constructed from 2001 to 2005. Based on the analysis herein, and subject to the conditions of approval, in addition to the evidence filed in conjunction with this application, the additional single-family detached dwellings approved under CDP-9903-05 will likewise be developed in accordance with the applicable design guidelines specified in Section 27-274, particularly those relating to views and green area. The subject CDP amendment does not include townhouse development; accordingly, requirements set forth in Section 27-433(d) of the prior Zoning Ordinance do not apply. Conformance to Section 27-274 will be further evaluated at the time of specific design plan (SDP) applications.

(10) The Plan is in conformance with an approved Type 1 Tree Conservation Plan;

The CDP is in conformance with TCP1-2025-0035, subject to the conditions of approval.

(11) The Plan demonstrates the preservation and/or restoration of the regulated environmental features in a natural state to the fullest extent possible in accordance with the requirement of Subtitle 24-130(b)(5).

No regulated environmental features (REF) exist on the subject site. Based on the analysis herein, and subject to the conditions of approval, in addition to the evidence filed in conjunction with this application, the Planning Board finds that the plan demonstrates the preservation and/or restoration of the REF in a natural state, to the fullest extent possible, in accordance with the requirement of Section 24-130(b)(5) of the prior Prince George's County Subdivision Regulations.

(12) Notwithstanding Section 27-521(a)(9), property placed in a Comprehensive Design Zone pursuant to Section 27-226(f)(4), shall follow the guidelines set forth in Section 27-480(g)(1) and (2); and

This regulation is not applicable to the subject development.

(13) For a Regional Urban Community, the plan conforms to the requirements stated in the definition of the use and satisfies the requirements for the use in Section 27-508(a)(1) and Section 27-508(a)(2) of this Code.

This regulation is not applicable because the subject CDP-9903-05 is not a regional urban community.

9. **Comprehensive Design Plan CDP-9903 and its amendments:** CDP-9903 (for the L-A-C Zone) along with CDP-9902 (for the R-L Zone) were approved by the District Council on May 13, 2002, to develop a maximum of 1,148 dwelling units on 923 acres of land, including a golf course, a clubhouse, and a recreation center.

The first revision to the above-referenced CDP-9903, CDP-9903-01, was approved by the Planning Board on September 13, 2007 (PGCPB Resolution No. 07-173(C)), for a revision to prior approved Condition 30, to combine the community building and golf course clubhouse into a single facility, and to amend the location and construction schedule for the recreational facilities. The revised Condition 30 is related to the overall Oak Creek Club development and is not applicable to the subject CDP-9903-05. Additional Condition 2 was satisfied at certification of CDP-9903-01, and additional Condition 3 was satisfied via insurance of Street Construction Permit No. 33591-2012-02. The roadway remains under construction as of February 27, 2025. Those conditions are not applicable to the subject CDP-9903-05.

The second revision, CDP-9903-02, was approved by the District Council on January 30, 2012, for a revision to prior approved Condition 30 regarding the trigger for commencing construction of the golf course clubhouse and its attendant parking. Three conditions were added to the approval of CDP-9903. Those conditions are not applicable to the subject CDP-9903-05.

The third revision, CDP-9903-04 (there is no CDP-9903-03), was approved by the Planning Board on December 6, 2012 (PGCPB Resolution No. 12-111), for a revision to prior approved Condition 30, to allow the approved clubhouse to be reduced in area from 25,000 square feet to 13,000 square feet. One more condition is added regarding the SDP for the combined golf clubhouse and the community building, which is not applicable to the subject CDP-9903-05.

Since no additional conditions from CDP-9903 amendments are applicable to the subject amendment, the following analysis reviews the conditions of the original approval (CDP-9903). Condition 1 was satisfied at the time of certificate approval of CDP-9903 and prior TCP1. Conditions 2 and 3 are related to REF, including wetlands, streams, and drainage, which do not exist within the limit of the subject application.

Conditions 4–8, 18, 19, 21, 23–29, 31, 34, 37, 42, and 44 pertain to review at the SDP stage; Conditions 17, 32, 38, 39, and 45 pertain to review at the building permit review stage; Conditions 30, 33, 35, and 40 pertain to review at the final plat stage; and Condition 43 pertains to review at the PPS stage, none of which are applicable to this CDP review. Conditions 41 and 42 pertain to master plan right-of-way A-44, which is no longer applicable because the A-44 right-of-way reservation was abandoned on February 11, 2006, pursuant to City of Bowie Council Resolution CR-11-2006. Conditions 9–15 pertain to the historic site, which are not included within the subject amendment. Condition 16 pertains to commercial and public assembly structures, which are not included within the subject amendment. Condition 46 pertains to utilization of a diesel bus for the purpose of providing private bus service, which is not applicable to the subject application.

Conditions relevant to the review of this CDP are listed below in **bold** text. Analysis of the project's conformance to the conditions follows each one, in plaint text:

20. For those lots with frontages along Church Road or Oak Grove Road, or with an intervening open space parcel between the road and the lot, the minimum lot width shall be 100 feet. Units on these lots shall have side-entrance garages and may have dualized driveways. A 50-foot building setback is required from the street line and the property line. Units built on these lots shall have side-entrance garages and may have dualized driveways.

This condition is carried forward from Basic Plan Condition 47, which has been discussed above in Finding 7.

22. For lots with rear yards oriented toward Oak Grove Road or Church Road, there shall be a minimum 300-foot setback requirement for the rear lot lines. The 300-foot buffer may include the golf course, however, within the 300 feet a minimum 50-foot landscaped buffer shall be provided, to be planted with the amount of plant materials required for at least a collector roadway buffer in Section 4.6 of the Landscape Manual. If there is woodland area or hedgerows within the right-of-way, it may be combined with on-site woodland to contribute toward the 50-foot buffer requirement. Existing woods may be allowed to substitute for the landscaping, only if it can be demonstrated that the woodland is a minimum of 50 feet wide and is supplemented with evergreen material to provide a complete year-round screen. The landscaped buffer may be located either along the road or along the lots, but in no case shall it be split up into less than 25-foot widths.

This condition is carried forward from Basic Plan Consideration 10, which has been discussed above in Finding 7.

24. On-street parking shall be prohibited throughout the proposed development.

This CDP-9903-05 amendment was approved to amend Condition 24, to allow on-street parking with designated parallel parking spaces along one side of the street, with curb and gutter. Justifications are provided on page 25 of the CDP-9903-05 L-A-C text

document. Additional parking is needed to address concerns by the Oak Creek Club community about insufficient parking in the existing neighborhoods. The designated parallel parking spaces along the private streets within the new development will be located on only one side of the private streets, and will be recessed out of the travel lane and located on streets with curb and gutter. In addition, these designated parallel spaces will be striped and will meet County design standards for parallel parking spaces.

A new street cross section (Figure 18, Private Road with Parallel Parking, on page 98 of the CDP-9903-05 L-A-C Zone text document) is added to demonstrate the dimensions and layout of the private roads, with parallel parking spaces on one side. In addition, the Planning Board has observed prohibited on-street parking on nearby streets by examining both historic and recent aerial images of the community. Based on the applicant's justifications, the new street cross section with parking, and the Planning Board's observations, it was concluded that adding on-street parking, as described above, will address the need for additional parking, help control prohibited parking, and create a reasonable streetscape. As a result, the Planning Board approved the revised condition language.

36. **All interior street cross sections associated with the CDPs for the R-L and the L-A-C Zones shall be revised to provide, at a minimum, either a four-foot-wide sidewalk, walkway, or a trail along at least one side of all streets. Location and type shall be determined at Specific Design Plan review.**

The subject CDP amendment shows that sidewalks are provided on both sides of the interior streets. The subject CDP text document provided street cross sections for private primary roads with 5-foot-wide sidewalks, and primary secondary roads with 4-foot-wide sidewalks. This condition is met.

10. **Prince George's County Woodland and Wildlife Habitat Conservation Ordinance and Prince George's County Tree Canopy Coverage Ordinance:** This CDP has been reviewed for conformance with the 2010 Prince George's County Woodland and Wildlife Habitat Conservation Ordinance (WCO) and the Prince George's County Tree Canopy Coverage Ordinance, as follows:

Woodland Conservation Ordinance
Natural Resources Inventory Plan NRI-136-2023 identifies 3.08 acres of woodland and 14 specimen trees on the subject site. This site is subject to the provisions of the 1993 WCO because the project has implemented a Type II tree conservation plan (TCPII), which predates the current WCO and the *Environmental Technical Manual*. Type 1 Tree Conservation Plan TCP1-2025-0035 was submitted with the application and requires revisions to be found in conformance with the prior tree conservation plan approvals and the WCO.

This subject amendment is for a portion of the overall Oak Creek Club development. The TCP1 for the entire development is being revised to reflect the additional development for the area shown as Development Parcel M on the CDP. The overall woodland conservation worksheet shows the clearing of 240.26 acres of woodland on the net tract area, the clearing of 72.23 acres

of woodland in the floodplain, and the clearing of 1.06 acres off-site. Based on the calculations, this results in a woodland conservation requirement of 294.07 acres. The requirement is approved to be met with 177.95 acres of on-site woodland preservation, 57.19 acres of on-site afforestation/ reforestation/reforestation, 13.58 acres of natural regeneration, 41.40 acres of off-site woodland conservation credits, and 0.12 acre of fee-in-lieu. The overall site also provides 18.00 acres of off-site woodland conservation preservation being provided for Largo Plaza-Target Store (TCPII-071-95), and 2.96 acres of off-site afforestation is being provided on-site for TCPII-126-05.

Technical revisions to the revised TCP1 are required and included in the conditions of approval.

The TCP1 approved the removal of all 14 specimen trees. The TCP1 is grandfathered from the variance requirements established in the current WCO. More specifically, no variance is required to remove these specimen trees because the TCPII was approved under the 1993 WCO, which did not require a variance for the removal of specimen trees.

Tree Canopy Coverage Ordinance
Subtitle 25, Division 3 of the Prince George's County Code, the Tree Canopy Coverage Ordinance, requires a minimum percentage of the site to be covered by tree canopy for any development projects that include more than 2,500 square feet of gross floor area, or disturbance, and require a grading permit. Thresholds in the Legacy Comprehensive Design (LCD) Zone shall be as specified by Prince George's County Council Bill CB-27-2010, for the prior zoning of the property (before its designation as a legacy zone). As such, properties in the prior L-A-C Zone are required to provide a minimum of 10 percent of the gross tract area in tree canopy coverage. At the time of SDP review, the applicant must demonstrate conformance with the relevant requirements of the Tree Canopy Coverage Ordinance.

11. **Referral Comments:** The subject CDP was referred to the concerned agencies and divisions. The Planning Board has reviewed and adopted referral comments that are incorporated herein by reference and summarized, as follows:

a. **Historic Preservation**—In a memorandum dated January 2, 2026 (Stabler, Smith, and Chisholm to Sun), it was noted that the 2022 *Approved Bowie-Mitchellville and Vicinity Master Plan* (master plan) contains goals and policies related to historic preservation (pages 157–166). One goal (page 158) states: "Historic properties are leveraged as community assets through preservation, restoration, and adaptive reuse." The Bowieville Historic Site (74A-018) is in proximity to the developing property. The site is privately owned and has been restored. A Phase I archeological study was completed surrounding Bowieville (Historic Site 74A-018) in 1999. A Phase IA archeological reconnaissance survey was conducted on the Oak Creek property in 2002. A Phase IB archaeological shovel test survey was conducted on the Oak Creek Club property between December 2002 and December 2003.

A total of six sites (18PR79, 18PR579, 18PR659, 18PR665, 18PR669, and 18PR677) were identified as potentially National Register-eligible and were recommended for a Phase II archaeological evaluation or preservation in place. The Planning Board agrees

with these recommendations. None of the sites identified as potentially National Register-significant are located on the subject property being reviewed in this application; therefore, no further work is recommended. All prior conditions of approval applicable to archeology and historic preservation were satisfied. It was noted that archeological investigations can be required at the time of PPS, if there is a moderate or higher potential for archeological resources on the developing property.

b. **Community Planning**—In a memorandum dated February, 10, 2026 (Krakhmalnikov and Lester to Sun), it was noted that Section 27-521(a)(1) of the prior Zoning Ordinance is inapplicable, as the subject property was not placed in a comprehensive design zone through a sectional map amendment per Section 27-223 of the prior Zoning Ordinance, was approved after October 1, 2006, and for which a comprehensive land use planning study was conducted prior to initiation. Accordingly, the master plan is treated as guidance, with respect to this application. The amendment conforms to the master plan and the principles and guidelines of the CDP text document, which address design and physical development of the property.

The master plan recommends Residential Low and Neighborhood Mixed-Use land uses on the subject property. The approved use conforms to the master plan and meets the definition for Residential Low by proposing 28 dwelling units on an 8.09-acre portion of the site, with a density of approximately 3.46 dwelling units per acre. The nonresidential use previously approved and recommended by the master plan is to be relocated in the L-A-C Zone, south of Mary Bowie Parkway. This was approved with Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02 by the District Council on July 8, 2025 (Zoning Ordinances No. 2-2025, No. 3-2025, and No. 4-2025). Specifically, the nonresidential uses, community center, golf course, recreational facilities, Bowieville Mansion, and the clubhouse shall be located together on the south side of Mary Bowie Parkway. The location of these facilities satisfies the purposes of the L-A-C Zone, and the master plan recommendation for neighborhood mixed-use on the property.

c. **Subdivision**—In a memorandum dated February 17, 2026 (Vatandoost to Sun), it was noted that an evaluation was provided including prior approved Basic Plans A-8427, A-8578, and A-8579 and amendments; CDP-9902, CDP-9903, and amendments; and PPS 4-01032 that are related to subdivision review. It was concluded that development of the subject site and the subdivision of land will require approval of a new PPS, a new determination of adequacy of public facilities, and new final plats. The configuration of any new lots and parcels, which will be subject to a future PPS, will be evaluated with that PPS. The circulation pattern will also be reviewed with the future PPS application. Right-of-way widths for any public or private streets in the development will be determined at the time of PPS. The location of public utility easements required along all public or private streets will be determined with the PPS.

d. **Transportation Planning**—In a memorandum dated February 17, 2026 (Patrick to Sun), it was noted that an analysis was provided, including the application's conformance with the requirements of the previous approvals, the prior Zoning Ordinance, the

2009 *Approved Countywide Master Plan of Transportation* (MPOT), and the master plan, as follows:

Master Plan Roads
The subject property has frontage on Church Road (C-300), along the western bounds of the site. The MPOT refers to this section of Church Road as MC-300 and recommends a four-lane master collector with an ultimate right of way of 90 feet. The master plan recommends a two-lane collector roadway with an ultimate right of way of 90 feet for this portion of Church Road. The subject amendment does not display the right-of-way along Church Road. The amendment does not require right-of-way dedication or other recommendations to this portion of Church Road. Right-of-way dedication for Church Road will be further examined at the time of subsequent development applications. The Planning Board notes that the portion of Church Road that fronts the subject property is currently constructed as a four-lane collector roadway.

The subject property also has frontage along Mary Bowie Parkway, along the southern bounds of the subject site. Neither the MPOT nor the master plan contain right-of-way recommendations. Right-of-way dedication for Mary Bowie Parkway will be further examined at the time of subsequent development applications. The Planning Board notes that the portion of Mary Bowie Parkway that fronts the subject property has been constructed as a four-lane roadway at its intersection with Church Road, which transitions to a two-lane roadway to the east of the subject site.

Master Plan Pedestrian and Bike Facilities
The MPOT recommends the following master-planned facilities and policies:

Planned Side Path: Church Road

> **Policy 2: All road frontage improvements and road capital improvement projects within the Developed and Developing Tiers shall be designed to accommodate all modes of transportation. Continuous sidewalks and on-road bicycle facilities should be included to the extent feasible and practical** (page 10)**.**
>
> **Policy 4: Develop bicycle-friendly roadways in conformance with the latest standards and guidelines, including the 1999 AASHTO Guide for the Development of Bicycle Facilities** (page 10)**.**
>
> **Policy 5: Evaluate new development proposals in the Developed and Developing Tiers for conformance with the complete streets principles** (page 10)**.**

The master plan recommends a 10-foot-wide minimum shared-use path in both directions (page 247) along this portion of Church Road.

The site's frontage along Church Road has an existing bicycle lane and side path. The site's frontage along Mary Bowie Parkway has an existing sidewalk, which transitions into the side path along Church Road. Additional bicycle and pedestrian recommendations will be further examined and recommended with subsequent development applications.

e. **Environmental Planning**—In a memorandum dated February 13, 2026 (Rea to Sun), it was noted that a comprehensive analysis was provided, including the CDP's conformance with all applicable environmental-related conditions attached to previous approvals, which have been included in the above findings. Additional comments are as follows:

Regulated Environmental Features
There are no primary management areas (PMAs) on the subject site. The PMA located on the remainer of the development will not be impacted with this application.

Stormwater Management
No stormwater management (SWM) concept plan or approval letter were submitted with the subject application. A site development concept will be reviewed and approved by the Prince George's County Department of Permitting, Inspections and Enforcement (DPIE). The SWM concept plan shall be submitted for review with the acceptance of the PPS.

Soils
The predominant soils found to occur, according to the United States Department of Agriculture Natural Resources Conservation Service Web Soil Survey, are Shrewsbury loam and Collington-Wist complex. Marlboro clays occur on a majority of the area for amendment; however, since the site is relatively flat, there are no geotechnical issues. This information is provided for the applicant's benefit, and may affect the architectural design of structures, grading requirements, and SWM elements of the site. A soil study, which identifies the location and extent of the Marlboro clay, shall be submitted with the PPS. DPIE may require a soils report, in conformance with Section 32-130(a)(13) of the County Code, during the permit process review.

Special Roadways
Church Road, which borders the western portion of the site, is designated as a scenic and historic roadway. Appropriate buffering for special roadways should be maintained on future development applications.

f. **Prince George's County Department of Parks and Recreation (DPR)**—In a memorandum dated February 13, 2026 (Thompson to Sun), it was noted that an evaluation was provided, including applicable conditions of Basic Plans A-8427-C-02, A-8578-C-02, and A-8579-C-02; CDP-9902, CDP-9903 and amendments; and PPS 4-01032 that are related to DPR's review. All required community-wide recreation facilities, parkland dedication, trail, and open space obligations were implemented under earlier phases. The relevant comments have been included in the above findings.

g. **Special Projects**—In an email dated February 11, 2026 (Walker to Sun), the Special Projects Section notes it has no comments for the subject case.

h. **Prince George's County Department of Permitting, Inspections and Enforcement (DPIE)**—In a memorandum dated December 18, 2025 (De Guzman to Sun), DPIE provided comments on the major roadways included in this application: Church Road, Mary Bowie Parkway, and Bamberg Way. DPIE also provided comments to revise the approved SWM concept plan and NRI, and a list of comments which will be addressed at the time of permitting.

i. **Prince George's County Fire/EMS Department**—The Fire/EMS Department did not offer comments on the subject CDP.

j. **Prince George's County Police Department**—The Police Department did not offer comments on the subject CDP.

k. **Prince George's County Health Department**—In a memorandum dated December 3, 2025 (Adepoju to Myerholtz), the Health Department provided several comments relating to availability of healthy foods, and comments addressing potential construction activity impacts (noise and dust) extending into adjacent properties during construction. Adherence to construction standards will be required by DPIE during the permitting process.

l. **Washington Suburban Sanitary Commission (WSSC)**—WSSC did not offer comments on the subject CDP.

m. **Public Utilities**—On February 6, 2026, the subject CDP application was referred to Verizon, Comcast, AT&T, and Washington Gas for review and comments. No correspondence has been received from these public utility companies.

12. **Community Feedback:** On March 16, 2026, the Planning Board received Exhibit 1 with two pages from Mr. Clifton Toulson, regarding the subject CDP. He was in favor of the new housing development, but raised concerns about traffic congestion at the intersection of Church Road and Mary Bowie Parkway. He suggested redesigning the aforementioned intersection to better manage the traffic congestion.

13. **Planning Board:** The Planning Board held a public hearing on this application on April 16, 2026. At the hearing, and in rendering its decision, the Board considered all written and oral testimony, along with all exhibits submitted according to the Planning Board's procedures.

Prior to the hearing, and in accordance with the Planning Board's procedures, the applicant provided an exhibit, known as Applicant Exhibit 1, which proposed revised findings, the removal of Condition 3b, and revisions to Conditions 3c and 4a. The applicant and staff were in agreement on all revisions.

The hearing began with a technical staff presentation, which addressed written comments submitted by Mr. Clifton Toulson, noting that this development will be required to submit a PPS, at which time traffic adequacy will be evaluated. After the staff presentation, Mr. Stan Brown with the People's Zoning Counsel asked clarifying questions regarding the case record. Commissioner Geraldo asked one further follow-up clarifying question. Staff answered all questions, accordingly.

Following this discussion, the applicant provided a presentation. After the presentation, Commissioner Matthews asked a question regarding the circulation plan and sufficient space for emergency vehicles. The applicant responded that the CDP only evaluates the general circulation of the development. More detailed analysis on circulation will be evaluated at the time of PPS review.

Following the applicant's presentation, Mr. Vincent Sanders, who represents the Oak Creek Club Homeowners Association, provided testimony. The testimony raised further clarifying questions regarding the approximate 100-foot-wide buffer along Church Road and SWM facilities. The applicant answered those questions. In addition, the Board recommended that Mr. Sanders engage in subsequent discussion with the applicant's attorney to address any outstanding inquiries.

Following this discussion, the Planning Board voted to approve Comprehensive Design Plan CDP-9903-05 and Type 1 Tree Conservation Plan TCP1-2025-0035, subject to the recommended conditions of approval within the technical staff report, as modified by Applicant Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Subtitle 27 of the Prince George's County Code, the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission adopted the findings contained herein and APPROVED Type 1 Tree Conservation Plan TCP1-2025-0035, and further APPROVED Comprehensive Design Plan CDP-9903-05 for the above-described land, subject to the following conditions:

1. Condition 24 of approved Comprehensive Design Plan CDP-9903 shall be amended to read as follows:

   "On-street parking shall only be allowed on one-side of the street, with curb and gutter in designated parallel parking spaces."

2. Prior to certification of the comprehensive design plan (CDP) and text documents for CDP-9903-05, revised Zoning Map Amendments (Basic Plans) A-8427-C-02, A-8578-C-02, and A-8579-C-02 shall be certified.

3. Prior to certification, the applicant and the applicant's heirs, successors, and/or assignees shall revise the comprehensive design plan (CDP) and text documents for CDP-9903-05 as follows:

   a. In the text, clearly state that the removal of church and day care uses in Development Parcel M were approved by Zoning Map Amendments (Basic Plans) A-8407-C-02, A-8578-C-02, and A-8579-C-02, but the subject CDP amendments shall retain the church

and/or day care uses as an option for the nonresidential component within Oak Creek Club.

b. In Exhibit B and Figure 25 of the illustrative plan, remove all detail regarding development lots and roads. The area designated as an approximately 100-foot-wide buffer to be maintained along Church Road may contain SWM, so long as any required landscape buffer is provided. The width of the buffer along Church Road will be further evaluated, based on final lot orientation at the review stages of the preliminary plan of subdivision and specific design plan, to ensure conformance with the Basic Plan and CDP conditions and considerations applicable to such buffer.

c. Dimension the 100-foot-wide and 100-foot-deep entrance buffer.

d. Add notes to the Site Data Chart on Sheets 7, 9, and 11 as follows:

*The gross area and floodplain area are changed due to the latest survey information.

** Up to 12 additional dwelling units in the Residential Low Development (R-L) Zone, and up to 24 additional dwelling units in the Local Activity Center (L-A-C) Zone, with no more than 28 single-family detached residential dwelling units to be developed in total, pursuant to the CDP-9902-06 and CDP-9903-05 amendments.

e. Revise the Recreational Opportunities Plan in the CDP text documents to reflect the proposed development in Parcel M and remove the label "Church/Day Care" from the subject site.

4. Prior to certification, the Type 1 tree conservation plan (TCP1) shall be revised, as follows:

a. Remove the proposed lots and roads within the approximate 100-foot-wide buffer area and reduce grading, so that all existing trees are retained and 35 feet from Church Road is unencumbered by proposed stormwater management, to accommodate future planting within the buffer.

b. Fill in the approval history table.

c. Add Development Parcel M to the correct column of the "Plan Phase or Name" line of the worksheet.

d. Have the revised plan signed and dated by the qualified professional who prepared it.

e. Revise the plan number to be TCP1-2025-0035.

5. As part of the submittal of the preliminary plan of subdivision, the applicant shall include a soil study which identifies the location and extent of the Marlboro clay.

BE IT FURTHER RESOLVED, that an appeal of the Planning Board's action must be filed with the District Council of Prince George's County within thirty (30) days following the final notice of the Planning Board's decision.

* * * * * * * * * * * * *

This is to certify that the foregoing is a true and correct copy of the action taken by the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission on the motion of Commissioner Geraldo, seconded by Commissioner Okoye, with Commissioners Geraldo, Okoye, Jenkins, Matthews, and Barnes voting in favor of the motion at its regular meeting held on Thursday, April 16, 2026, in Largo, Maryland.

Adopted by the Prince George's County Planning Board this 7th day of May 2026.

Darryl Barnes
Chairman

By Jessica Jones
Planning Board Administrator

DB:JJ:MS:ac

Approved for Legal Sufficiency
M-NCPPC Office of General Counsel
Dated 5/5/26

OAK CREEK

COVENANTS COMMITTEE

Inspections & Violations Summary

The first round of the Annual Inspections was completed on August 4, 2026. The second round of annual inspections will begin the week of August 10, 2026, continuing to maintain community standards through compliance efforts. To date, **769 homes were cited for violations**, with **460 violations successfully abated**. During July, Courtney issued **400 violation letters, 128 courtesy letters**, completed **10 resale inspections**, processed **52 design applications (36 approved)**, and tagged **62 vehicles** for parking enforcement.

OAK CREEK
COVENANTS COMMITTEE

INSPECTIONS AND VIOLATIONS 2026

	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	July 26
Total Open:	5	2	58	220	170	342	528
Courtesy Letter Sent:	2	6	3	0	42	0	128
Violation Letter Sent:	4	1	12	223	79	335	400
Hearing Notice Sent:	0	0	4	0	3	1	0
New Cited Violations:	5	1	88	90	210	172	560
Violations Abated:	0	4	1	116	50	9	280
Completed Resales:	5	5	6	1	6	6	10
Completed Annual Inspections:	0	0 *Starts 3/23/26	88	55	204	172	560
YTD Totals for 2026:							
Homes Cited for Violations:	5	3	94	322	231	728	769
Violations Abated:	0	4	5	121	171	427	460
Annual Inspections Completed:	0	0	88	143	322	376	1,174
Design Applications Submitted:	1	2	12	19	33	50	52

Design Applications Approved:	1 *Management approved Solar Panel Project	2	4	17	25	34	36
Vehicles Tagged:	**31**	**42**	**28**	**65**	**48**	**72**	**62**

OAK CREEK

COVENANTS COMMITTEE

Covenants Activity Report 2026	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26
Application Approved-Expedited	1	0	1 *solar panel project*	0	0	1	0
Applications Approved with Stipulations	0	1	1	3	2	1	0
Applications Required More Info	0	1	1	2	3	0	4
Denied	0	0	0	0	1	0	1
Total Applications 2026	1	2	9	20	33	50	52

Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26
5	5	6	1	6	6	10	

OAK CREEK

COVENANTS COMMITTEE

2026 Conveyances

TAB

D

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Queen Anne Turn Entrance Generator Replacement Proposals

Motion by:

"I move to approve Weisman Electric Company to replace the inoperable generator at the Queen Anne Turn entrance with an 18kW Briggs & Stratton standby natural-gas generator, in accordance with Estimate No. 54620426, for an amount not to exceed $12,000, to be expensed from the Repair and Replacement Reserves, subject to Management confirming the final scope, warranty terms, and any applicable permit or utility-related costs before execution"

Second by:

Summary:

The generator serving the Queen Anne Turn entrance is no longer operational and provides emergency power for gate operations. Management solicited three replacement proposals from JBI Services, LLC, Weisman Electric Company, and Kolb Electric, Inc. The proposals range from $11,500.00 to $12,000.00 and differ materially in generator capacity, automatic transfer switch replacement, gas-line work, permits, preventive maintenance, monitoring, and warranty coverage.

JBI Services offers a 14kW Generac standby generator and new 100-amp automatic transfer switch. Its scope includes removal and disposal of the existing generator, electrical and natural-gas connections, a new concrete GenPad, required permits and inspections, one year of preventive maintenance, a ten-year extended warranty covering parts, standard labor, and mileage, a three-year battery warranty, and Mobile Link cellular monitoring. The check-discounted contract price is $11,974.75. Management would have preferred and recommended using JBI Services, LLC for this replacement but they were very unresponsive. Management identified a potential concern regarding the current Generator Preventive Maintenance Agreement. Based on the agreement term of October 1, 2025, through September 30, 2026, the contract requires preventive maintenance inspections every six (6) months. To date, Management has not identified any records indicating that Oak Creek Club HOA has received the scheduled inspections during the current contract term. Accordingly, the Association would have expected one inspection around April 2026 and a second inspection near the end of the contract term (approximately September 2026). Management has requested clarification from the contractor regarding the status of these inspections and a proposed plan of action to ensure the Association receives all services required under the agreement.

Weisman Electric proposes an 18kW Briggs & Stratton generator for $12,000.00. The proposal includes permit fees, gas-line extension, start-up and testing, and one year of preventive maintenance, but it reuses the existing automatic transfer switch. Kolb Electric proposes a 10kW Generac generator and new 100-amp automatic transfer switch for $11,500.00; however, gas-line disconnection and reconnection and permit costs are excluded.

Proposal Comparison Matrix:

Vendor	Price	Generator / ATS	Included Scope	Key Exclusions / Qualifications	Warranty / Added Value
Kolb Electric	$11,500.00	10kW Generac; new 100A ATS	Removal/replacement, wiring extensions, final electrical connections; up to 1 hour programming assistance	Gas work by others; permit not included; existing wiring/code upgrades excluded; pricing validity is short	Standard quotation terms; no specific equipment or labor warranty stated in proposal
JBI Services	$11,974.75*	14kW Generac; new 100A ATS	Removal/disposal, GenPad, electrical and gas connections, permits, inspections, battery, startup	Final placement subject to jurisdictional approval; added owner-requested work billed separately	10-year parts/labor/mileage warranty; 3-year battery; 1 year PM (2 visits); cellular monitoring
Weisman Electric	$12,000.00	18kW Briggs & Stratton; reuses existing ATS	Removal/replacement, gas-line extension, permit, startup/testing, first-year PM	ATS not replaced; BGE fees/upgrades, propane/NG supply, drywall patching, and unforeseen code upgrades excluded	10-year limited equipment warranty; 1-year labor/material warranty; first-year PM

*JBI credit-card price is $12,605.00.

Historical Cost Information:

Date	Vendor / Location	Work	Contract / Proposal Amount
10/05/2020 (final invoice 09/01/2021)	JBI Services / Deer Run Estates	Installed Generac 16kW Guardian Series replacement generator.	$8,937.00
08/12/2022 (deposit invoice 08/15/2022)	JBI Services / Deer Run entrance	Replacement generator proposal	$11,458.00

The historical invoices show that JBI Services previously completed or was retained for similar entrance generator replacement work for Oak Creek. The current JBI proposal is approximately $1,038 higher than the 2022 proposal and $3,038 higher than the 2020 contract, while including broader warranty, maintenance, and monitoring benefits.

CAMP Recommendation:

Management recommends approval of Weisman Electric Company to replace the inoperable generator serving the Queen Anne Turn entrance in the amount of $12,000, to be funded by the Association's Repair and Replacement Reserves.

Although Weisman submitted the highest-priced proposal by a narrow margin, Management believes it provides the best overall value to the Association outside of JBI Services especially as a current Association service vendor. The proposal includes the installation of an 18kW Briggs & Stratton standby generator, which offers greater power capacity than the 10kW and 14kW generators proposed by the other vendors. In addition, Weisman proposes utilizing the existing automatic transfer switch, thereby avoiding the replacement of a component that remains serviceable and reducing unnecessary system modifications.

Management also considered the minimal price difference between Weisman and the other proposals. The Weisman proposal is only $25.25 higher than JBI Services' proposal and $500 higher than Kolb Electric's proposal, while providing a higher-capacity generator and maintaining compatibility with the existing electrical infrastructure. Based on these factors, Management believes the incremental cost is justified by the anticipated long-term reliability and operational benefits.

The FY2026 Reserve Study includes funding for emergency generator replacement at the Association's entrance facilities, with an estimated replacement cost of $14,780 per generator. The proposed contract amount of $12,000 is below the current reserve study estimate and can be funded through the Association's Repair and Replacement Reserve account under "Emergency Generators".

Management recommends approval of the Weisman Electric proposal.

Budget:

The FY2026 Reserve Study includes funding for six (6) emergency generators serving the Association's entrance facilities. While the study does not identify each generator by location, it assigns one generator a remaining useful life of one year with a current estimated replacement cost of $14,780, indicating that replacement of an entrance generator is anticipated during FY2026. To date, no expenditures have been incurred against this reserve line item during FY2026.

Quotation provided by
Kolb Electric - DC Office
8530 Cinder Bed Rd, Ste 1400
Lorton, VA 22079

Phone # (202) 726-4900
Fax # (202) 726-1178

KOLB ELECTRIC

A Family Owned & Operated Business
Since 1925
www.kolbelectric.com

MARYLAND OFFICES:
Rockville (301) 279-2133 Laurel (301) 725-5552
Baltimore (410) 579-5800 Frederick (301) 293-9500

VIRGINIA OFFICES:
Alexandria (703) 941-4600 Reston (703) 438-8700

DC OFFICE:
(202) 726-4900

DATE : 07/07/2026

TO : Cira Connect
PO Box 702348
Dallas, TX 75370
Phone :(855)877-2472

FOR WORK PERFORMED AT :
Oak Creek Club
14505 Mary Bowie Parkway
Upper Marlboro, MD 20774

REQUESTED BY : Tashawn Andrews

QUOTE # : 24052

TERMS: Progressive billing at the discretion of Kolb Electric, Inc. with payment due within 25 days of invoice date.

	Price
REPLACEMENT OF GATE GENERATOR	11,500.00

Kolb Electric will replace the existing 10kw generator at the entrance of the community, which serves as the back-up for the gate controls, and the automatic transfer switch with one (1) Generac model G007321-10KW generator and one (1) 100-amp automatic transfer switch, which will be connected to the existing electrical system. The new generator will be mounted to the existing concrete slab with the manufacturer's mounting supplies. We will extend all the wiring and make all final connections to the newly installed equipment. Any programming of the generator for run/test time, will be up to the property management, with assistance for up to one (1) hour with an electrician at the time of installation.

Please note that Kolb Electric does not work on the gas lines, and will need to be handled by others outside of the scope of this proposal. The lines will need to be disconnected prior to the removal of the existing generator, and a reconnection of the lines after the new generator is installed will need to be cordinated between Kolb Electric, the property management, and the company performing the gas line re-installation.

EXCLUSIONS:
- Labor pricing valid for 15 days. Material pricing valid for 48 hours.
- This quote does not include repairs or upgrades to existing wiring or devices, other than stated above.
- Price does not include any charges related to unforeseen conditions or delays.
- Kolb Electric, Inc. is not responsible for any unforeseen circumstances such as items located inside of walls that may prevent the project from moving forward.
- Patch, paint, or repair of drywall is to be done by others if needed.
- This proposal does not include power company charges, if any, which they may charge to the customer.
- No permit is included in this price but can be provided for an additional charge.
- Kolb Electric, Inc. is not responsible for any existing code violations.

THIS PRICE IS VALID FOR ONLY 15 DAYS.....
WE ACCEPT THE ABOVE QUOTATION INCLUDING TERMS AND CONDITIONS ON BACK OF QUOTATION.

$ 11,500.00 **QUOTE # :** 24052

A LATE PAYMENT CHARGE OF 2% PER MONTH (24% PER ANNUM) WILL BE CHARGED ON ALL INVOICES OVER 30 DAYS.

Customer Name _____

Signature _____

Title _____ Date Accepted ___ / ___ / ___

Sincerely,

KOLB ELECTRIC, INC.

BY _____
David Dennison

SIGN AND RETURN COPY

A Family Owned & Operated Business
Since 1925
www.kolbelectric.com

TERMS AND CONDITIONS

1. We are not responsible for any charge that could be made by the Power Company in connection with this work. Such charges, if any, will be contracted directly between the owner and the Power Company. Any special arrangements for appointments should be made directly between customer and Power Company. Therefore, payment of contract shall not be held up because of unfinished work by the Power Company.
2. We are not responsible for any plaster, decorations, or other materials damaged by us, necessary for the installation of our work.
3. It is agreed that unless prior credit terms are arranged at time of signing of this quotation the customer and indicated in this quotation and approved by Kolb Electric, Inc., in writing, the customer agrees to pay same in full upon completion of our work, for all unpaid contract and extra work amounts, or sooner for progressive job payments at the discretion of Kolb Electric, Inc.
4. This estimate is based on us installing the work mentioned without changes. If customer makes changes, then we reserve the right to bill the customer for the entire installation on a time and material basis.
5. This work is estimated on us making the installation in normal working hours, and if customer selects or desires work to be done at other times, it is understood and agreed by the customer that they are to pay additional for such work.
6. Customer understands and agrees that this work was estimated on us making the installation without waiting, and should customer hold up mechanics in their work or cause them to lose time by waiting, the customer is to pay for such time lost.
7. This contract is made directly between Kolb Electric, Inc. and the customer specified in this contract. We therefore look directly to you for payment and hence payment is not to be held up pending payments to you by third parties, insurance company, etc... nor pending electrical inspections.
8. Materials supplied by us and delivered to and/or stored on the job become the responsibility of the owner(s) of that property and managing agent/company.
9. Materials and equipment, unless indicated otherwise in this quotation and approved by Kolb Electric, Inc., in writing, remain the properly of Kolb Electric, Inc. until payment for same is received in full.
10. In the event of the customers failure to pay in accordance with the provisions of this contract, and it becomes necessary to refer collection to an attorney, it is agreed that the customer shall pay all expenses incident thereto, including court costs and all attorney fees.
11. Attention to the terms and conditions printed on prior page of this quotation is the customer's responsibility to read and understand same before signing contract. Failure of customer to read same will not release them from full compliance with all the terms and conditions.
12. Any work required by the Power Company or any utility company which is not specifically stated in this quotation is excluded from the cost of this quotation and becomes the financial responsibility of the customer.
13. If applicable, we include necessary electrical permit fees. However, any additional permits required (building, etc.) are not a part of this quotation and therefore becomes the financial responsibility of the customer.
14. It is the responsibility of the customer to have someone on the job to meet the electrical inspector and/or Power Company personnel if deemed necessary by Kolb Electric, Inc.
15. Customer is responsible for having all circuits identified at the time we start our work as we ill only identify the new circuits we install.

~ ~ See Contract Attached for work to be performed & pricing of contract ~ ~

THIS PRICE IS VALID FOR ONLY 15 DAYS.....
WE ACCEPT THE ABOVE QUOTATION INCLUDING TERMS AND CONDITIONS ON BACK OF QUOTATION.

$ 11,500.00 **QUOTE #:** 24052

A LATE PAYMENT CHARGE OF 2% PER MONTH (24% PER ANNUM) WILL BE CHARGED ON ALL INVOICES OVER 30 DAYS.

Customer Name _____

Signature _____

Title _____ Date Accepted ___ / ___ / ___

Sincerely,

KOLB ELECTRIC, INC.

BY _____
David Dennison

SIGN AND RETURN COPY

JBI SERVICES
Electrical and Mechanical Contractor
RESIDENTIAL & COMMERCIAL GENERATORS

June 24, 2026

Oak Creek Club Homeowners Association
14505 Mary Bowie Parkway
Upper Marlboro, Maryland 20774

Attn: Mr. Femi Aje, PCAM®
Onsite General Manager – (CAMP)
301-390-1721
manager@oakcreekclub.com

Re: Queen Anne Turn Entrance Generator Replacement

Dear Mr. Aje:

Thank you for your interest in our services. Based on our site visit the following is a written proposal for the work to be done at the Queen Anne Turn entrance.

Summary:

JBI Services, LLC will disconnect, remove and dispose of the existing Briggs & Stratton generator that is no longer operational, the associated automatic transfer switch and will furnish and install a new 14kW Generac Nex Gen air-cooled stand-by generator and 1-100-amp automatic transfer switch including all necessary electrical and natural gas connections to the generator. All work will be performed by code.

The generator and automatic transfer switch will protect the electrical sub panel to which it is connected and all of the circuits within it. The 14kW produces 58 amps on natural gas and operates at 3600 rpm.

Equipment:

1 Generac 14kW Nex Gen Series air-cooled automatic stand-by generator; Model 7258
1 Generac 100-amp Automatic Transfer Switch; Model RXSC100A3
1 12 volts, AGM Powersport Battery Group BTX30L

INITIAL: _____

7836 AIRPARK ROAD SUITE A • GAITHERSBURG, MD 20879 • 301 556-5333 • (F) 301 556-5338 • WWW.JBIGENERATORS.COM

Scope of work to be completed:

The generator will be installed on a pre-formed concrete GenPad in the location of the existing generator. The generator requires a minimum of 3' clearance on the all sides.

We will complete all line voltage and control wiring between the transfer switch and the generator. All power and control wiring will be run in conduit from the transfer switch to the generator.

The existing gas line will be reconfigured and connected to the new generator.

JBI Services, LLC will furnish and install a 12-volt battery in the generator.

All work provided by JBI Services, LLC will be performed in the neatest manner and will comply with all existing codes and regulations pertaining to generator system installations. JBI Services, LLC will obtain all required permits and arrange for necessary inspections.

Preventive Maintenance

It is recommended that routine preventive maintenance is performed by a certified technician every 6 months or 100 hours which ever may come first. JBI Services, LLC provides one year (two visits) of service complimentary with purchase ($375.00 value.) The full detailed preventive maintenance contract will be provided with the closeout paperwork after start-up.

10-Year Extended Warranty

JBI Services, LLC is providing you with Generac's ten-year extended warranty ($1,035.00 value) free with purchase. The warranty covers parts, standard labor and mileage for 10-years.

JBI Services, LLC will cover the battery for three (3) years.

INITIAL: _____

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Mobile Link Monitoring:

Mobile Link remote monitoring provides you and us (your dealer) with your generator's information, at hand and in one place. Mobile Link remote monitoring lets you get and share information about your home standby generator. You are able to get specific, accurate data on the status of your generator, select which notifications you wish to receive, and designate up to 4 different accounts to receive email and text notifications.

Using the app or the dashboard at MobileLinkGen.com you can view the current generator status and over 40 different notifications including successful exercise, maintenance reminders, change in status, low battery, fault alerts and more.

Most importantly Mobile Link also enables us as your dealer to stay connected, so we are also able to view your maintenance schedule and alerts, to proactively ensure your generator runs when you need it most. JBI Services provides you with Generac's 4G/LTE cellular solution ($398.00 value) that is independent from your house and does not depend on your home Wi-Fi. The annual cellular subscription is included with your maintenance agreement.

Price:

The contract price for the work as described above is:

Eleven Thousand Nine Hundred Seventy-Four Dollars and seventy-five cents ($11,974.75) *

**Listed price is the check discounted amount; if you are paying by credit card, the full price is $12,605.00*

INITIAL: _____

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Terms:

Final placement of generator is pending approval by local governing jurisdiction. If location needs to be moved the price will be adjusted accordingly.

JBI Services, LLC will complete the work as outlined in the proposal; if extra work is requested by the owner it will be billed separately for time and material.

JBI Services, LLC reserves the right to withdraw this proposal if not accepted within thirty (30) days.

This agreement represents the complete understanding between the customer and JBI Services, LLC. NO VERBAL REPRESENTATION SHALL BE BINDING ON EITHER PARTY.

One half of the contract price is due with the signed acceptance of this proposal. The remainder of the contract price is due upon completion of installation and startup of the Generator.

Thank you for your interest in our services. Please do not hesitate to contact us if you have and questions or concerns.

Respectfully submitted,

Dan Jolles

I, as the owner(s) or agent of the owners of the property on which JBI Services, LLC shall render services; warrant that I have the authority to order the work as outlined above. It is agreed that JBI Services, LLC will retain title to any equipment and/or material that may be furnished until final payment is made. Said equipment and material is not intended to become a fixture until final payment is made. If settlement is not agreed, this seller shall have the right to remove the same and will not be held accountable for any damages resulting from the removal thereof. The customer shall be responsible for all costs of collection, including reasonable attorney's fees. I represent that all legal and equitable titleholders to the property have signed below.

By initialing you acknowledge that you have read and understand each page. If accepted please sign below:

Proposal accepted by: _____ (Sign) Date: _____

_____ (Print)

INITIAL: _____

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Weisman Electric Co.
42 Hudson St Ste 102, Annapolis, Maryland 21401-8537 United States
(410) 266-3522

BILL TO
Oak Creek Club HOA
C/O CiraConnect #PO Box 702348
Dallas, TX 75370-2348 USA

ESTIMATE	ESTIMATE DATE
54620426	Jun 30, 2026

JOB ADDRESS
Oak Creek Club HOA
14505 Mary Bowie Pkwy #Derek Wilson
Upper Marlboro, MD 20774 United States

Job: 65182

ESTIMATE DETAILS

GENERATOR SERVICE (1): We propose to furnish all labor and material necessary to supply and install a 18kw Briggs and Stratton Power Protect DX generator equipment, for a complete, turn-key stand-by generator system.

• (1) Briggs and Stratton Power Protect DX 18kw, stand-by, NG gas generator. (10) year bumper to bumper warranty.

Scope of work is as follows:
• Weisman to SWAP out the existing 15KW Briggs and Stratton inoperable generator with a 18KW Briggs and Stratton Generator.
• Weisman will install the generator in the same location as the previous generator and secure to existing concrete pad. See picture with location for reference. Generator feeder will be run along the ground and extended as needed.
• Weisman will extend the NG supply line from the Shutoff Valve to the new generator as needed to include a flex hose supplied by Briggs and Stratton.
• Weisman to reuse existing generator feeds and current Eaton ATS to remain. Customer said until generator stopped working the ATS was functional/ Weisman was unable to test ATS during Estimate visit.
• Weisman will perform the necessary factory certified start-up, load testing,
customer demonstration, instruction and warranty information upon completion.
• Weisman will perform the 1st year's preventative maintenance at no charge. (includes 1 service per year) $450 value (see our website for PM plan info)

Warranty:
- The Briggs and Stratton generator has a 10-year limited warranty.
- Weisman Electric Company, warranties its labor and materials for 1-year.
- All product and equipment warranties (generators, transfer switches, etc.), expressed and implied, are those of the manufacturers.

Conditions:
- This contract is limited to the items and quantities listed above; any additional work will be charged accordingly as an extra.
- This contract includes the necessary County electrical permit.

- This contract excludes all BGE fees for electric or gas upgrades.
- This contract excludes the supply and installation of propane/NG, unless it is included above.
- This contract excludes the painting and patching of drywall.
- Home owner is responsible for marking all private utilities before we start work.
- This contract excludes the upgrade of pre-existing conditions to meet current code requirements, beyond the scope of this contract.
- This contract is valid for (30) days, from the date below.

Terms:
- This contract will be invoiced in thirds of the total job amount before options per the following schedule. Selected options are added to the total job and due with the first payment.
- Deposit / Mobilization, due with signed contract $6,000.00
- Options selected and due with deposit or first payment $0.00
- Generator delivered & installation with Start Up $6,000.00
- Weisman Electric Company reserves the right to charge cancellation fees/charges on all cancelled units, equipment, and materials.
- Please make all checks payable to Weisman Electric Company.

All equipment is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and / or specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of ($12,000.00) with payments due upon receipt of invoice. A 3% interest charge applies to all balances over (30) days.

Respectfully Submitted: Weisman Electric Company
Per: Bobby Soto
Title: Generator Service Manager
Date: 06/30/2026

Acceptance of Contract
The above prices, specifications and conditions are satisfactory and are hereby accepted. Weisman Electric Company is authorized to do the work as specified with payments to be made as outlined above. Upon the customer's acceptance below, this shall become a binding contract and shall constitute the entire agreement between all parties. I agree to pay all reasonable attorneys' fees and court costs required for collection of this contract. Weisman Electric Company reserves the right to withdraw this contract at any time prior to starting the project

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
Generator Package	Generator	1.00	$12,000.00	$12,000.00

POTENTIAL SAVINGS	$0.00
SUB-TOTAL	$12,000.00
TOTAL	$12,000.00

Thank you for choosing Weisman Electric Co.

CUSTOMER AUTHORIZATION

The summary above is furnished by Weisman Electric Co. as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

Sign here Date

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Deer Run Exit Lane – Barrier Arm Gate Operator Replacement

Motion by:

"I move to approve the proposal submitted by DMV Gates & Security Solutions in the amount of $9,411.71 for the replacement of the Deer Run Exit Lane barrier arm gate operator, to be expensed from the Repair/Replacement Reserve – Gate Repair Allowance."

Summary:

Management is requesting Board approval to replace the existing DKS barrier arm gate operator serving the Deer Run Exit Lane. The proposed replacement will upgrade the existing equipment with a new LiftMaster Mega Arm Tower, new counterweights, and an Omron photo-eye safety sensor to improve operational reliability, enhance safety, and reduce future maintenance needs. The current Deer Run Exit Operator is part of the Door King System.

The proposed work includes:

- Procurement and installation of one (1) LiftMaster Mega Arm Tower with a 17-foot LED barrier arm.
- Installation of two (2) LiftMaster counterweights for proper balance and operation.
- Installation of one (1) Omron retro-reflective photo-eye safety sensor.
- Complete labor, installation, system programming, testing, and commissioning.
- All required mounting hardware and associated electrical connections.

The new LiftMaster Mega Arm Tower features a commercial-duty 24VDC operator with smooth start/stop operation, industrial surge protection, battery backup capable of up to 900 cycles during power outages, magnetic limit sensors, synchronized access management, and a 17-foot LED barrier arm for increased visibility. The proposal also includes a 10-year warranty on the aluminum frame, a 2-year manufacturer's parts warranty, and a 60-day labor warranty provided by DMV Gates & Security Solutions.

CAMP Recommendation:

Management recommends approval of this proposal. Replacing the Deer Run Exit Lane barrier gate operator with a modern commercial-grade system will restore reliable gate operation.

Budget:

To be expensed from the Repair/Replacement Reserve – Gate Repair Allowance. Current year-to-date expenditures are $51,064.00 (2026 Draft Reserved Study has $180,190 budgeted).

DMV Gates & Security Solutions

Business Number 888-958-5815
202-505-4647
https://www.dmvgates.com
office@dmvgates.com

ESTIMATE
EST3447

DATE
Aug 6, 2026

TOTAL
USD $9,411.71

TO

Oak Creek - Deer Run Exit Lane

14505 Mary Bowie Pkwy
Upper Marlboro, MD
20774
(301) 390-1721
manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Deer Run Exit Lane - Barrier Arm Gate Operator Replacement w/ Safety Sensor The Procurement and Installation of One (1) LiftMaster Mega Arm Tower - High-Performance DC with 17' LED Arms The high-traffic DC barrier gate operators are reliable and heavy-duty motors designed for demanding applications. These operators are equipped with 12' LED barrier arms for enhanced visibility and safety, along with options for additional accessories such as traffic lights and a connected access portal for cloud-based, credentialed access control. Features: Durable 24VDC motors with 1/2 HP equivalent power Smooth start/stop operation for extended lifespan Magnetic limit sensors for high-cycle use SAMS (Sequenced Access Management System) for optimized traffic control Industrial surge protection Specifications: Gear Reduction: 60:1 in synthetic oil bath Chassis: Powder-coated 1/4 in. aluminum alloy Arm Length: 17 ft. LED barrier arms	$8,878.97	1	$8,878.97

DESCRIPTION	RATE	QTY	AMOUNT

Cycle Limit: 6,000/day per unit
Power Consumption: 14.4 W/m
Operating Voltage: 12VDC
Battery Backup: Supports up to 900 cycles
Cover Options: UV-resistant polyethylene (MA) or full aluminum cabinet (MAT)
UL Listed: UL 325 and UL 991, Class I, II, III, IV

Accessories:
One (1) RGL24LY Traffic Lights
One (1) 17' LED Barrier Arms for exceptional visibility
Connected Access Portal for cloud-based, credentialed access control

Warranty:
Ten (10) Years for Aluminum Frame
Two (2) Years for Parts

Include Labor & Installation:

The purchase of LiftMaster Mega Arm Towers with 17' LED Arms includes complete labor and installation services. Our skilled technicians will manage the entire installation process, ensuring a professional and hassle-free experience. Additionally, we provide a 60-day labor warranty, offering peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of One (1) LiftMaster Counterweight

The service includes the supply and professional installation of Two (2)LiftMaster
counterweights, specialized 15 lb bolt-on components designed for 17ft LED barrier arms.These counterweights ensure proper balance and smooth operation of commercial and industrial barrier gate operators, including theMega ArmandMega ArmTowersystems.
Constructed fromheavy-dutymetal, the counterweights are durable and essential
components for safe and reliable barrier arm operation.

Key Specifications:

DESCRIPTION	RATE	QTY	AMOUNT
Weight:15 lbs Compatibility:17ftLED barrier arms Application: Commercial/Industrial Barrier Gate Operators Installation: Bolt-on Material: Heavy-dutymetal Include Labor&Installation: The purchase of LiftMaster Counterweights includes complete labor and installation services. Our skilled technicians will manage the entire installation process, ensuring a professional and hassle-free experience. Additionally, we provide a 60-daylaborwarranty, offering peace of mind and support for any issues that may arise during this period. ---------- The Procurement and Installation of One (1) Omron Photo-Eye Safety Sensor The Omron E3K Series offers high-performance photoelectric sensors ideal for various industrial applications. Known for reliability and ease of use, these sensors are suitable for object detection, positioning, and monitoring. Key Features: Detection Methods: Through-beam, retro-reflective, diffuse-reflective Sensing Distance: Up to 10 meters Response Time: 1 ms Output Type: NPN/PNP transistor Power Supply: 12-24V DC Connection Types: Pre-wired cable, M8/M12 connectors Enclosure Rating: IP67 Operating Temperature Range: -25°C to +55°C Detailed Specifications: Power Consumption: ≤ 30 mA Load Current: 100 mA max. at 24V DC Operating Mode: Light-ON/Dark-ON selectable Ambient Light Immunity: Incandescent lamp: 5,000 lux max., Sunlight: 10,000 lux max. Environmental Resistance: Operates in temperatues from -25°C to +55°C, and humidity from 35% to 95% RH			

DESCRIPTION	RATE	QTY	AMOUNT

Physical Specifications:
Housing Material: ABS, Polycarbonate
Lens Material: PMMA
Cable Length: 2 meters standard
Weight: Approx. 100 grams

Applications:
Industrial automation
Material handling
Automotive assembly lines
Food and beverage packaging
Logistics and warehouse automation

Include Labor & Installation:

The purchase of the Omron Retro-Reflective Photoelectric Sensor includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

SUBTOTAL	$8,878.97
TAX (6%)	$532.74
TOTAL	**USD $9,411.71**

Thank You for Reviewing our Estimate.
Your Security is Our Priority!

*. Due to ongoing disruptions in the global supply chain, escalating steel prices, and the general uncertainty surrounding parts availability, our quoted pricing is valid for a duration of 15 days, and the lead times provided are subject to potential adjustments at any time

**. We can provide financing options for projects exceeding $10,000 for approved clients. Please don't hesitate to reach out for additional details and information.

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Pine Valley Exit Lane Bifold Gate – LiftMaster Primary Actuator Arm Replacement

Motion by:

"I move to approve the proposal submitted by DMV Gates & Security Solutions in the amount of $2,639.40 for the replacement of the LiftMaster primary actuator arm at the Pine Valley Exit Lane bifold gate, to be expensed from Operating-General Site Items."

Summary:

Management is requesting Board approval to replace the damaged LiftMaster primary actuator arm serving the Pine Valley Exit Lane bifold gate. The actuator arm was found to have sustained significant structural and mechanical damage as the result of a vehicle impact, rendering the operator inoperative and preventing normal gate operation. Replacement of the damaged actuator arm is necessary to restore the exit lane to safe and reliable service.

The proposed work includes:

- Procurement and installation of one (1) new LiftMaster primary actuator arm.
- Removal and disposal of the damaged actuator arm.
- Complete labor and installation by certified technicians.
- Functional testing and commissioning of the gate following installation.
- All required mounting hardware and system adjustments.

The replacement LiftMaster actuator includes commercial-duty construction, integrated battery backup, monitored safety features, synchronized gate operation, MyQ® connectivity, and a two-year manufacturer's warranty, along with a 60-day labor warranty provided by DMV Gates & Security Solutions.

CAMP Recommendation:

Management recommends approval of this proposal. Replacing the damaged primary actuator arm will restore the Pine Valley Exit Lane gate to proper operating condition, improve the reliability of the Association's access control system, and reduce the risk of future operational disruptions resulting from the damaged equipment.

Budget:

To be expensed from Operating-General Site Items. Current year-to-date expenditures are $51,685.94, with $13,314.06 remaining. (This expense is expected to be reimbursed due to vehicle damage).

DMV Gates & Security Solutions

Business Number 888-958-5815
202-505-4445
https://www.dmvgates.com
office@dmvgates.com

ESTIMATE
EST4720

DATE
Jul 29, 2026

TOTAL
USD $2,639.40

TO

Oak Creek - Pine Valley Exit Lane

14505 Mary Bowie Pkwy
Upper Marlboro, MD
20774
(301) 390-1721
manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Pine Valley Exit Lane Bifold - Arm Replacement The Procurement and Installation of the Liftmaster Arm Product Overview: The LiftMaster Arm is a powerful and reliable system designed for residential and light commercial use. It combines durability with advanced safety and convenience features. Key Features Durable Housing: Commercial-duty cast aluminum. UL Usage Classification: I, II, III, and IV for enhanced safety. Backup Power: Includes two 7Ah batteries for seamless operation during power outages. Safety Alerts: Pre-motion warning alarm activates three seconds before gate motion. Synchronized Gate Closure: Ensures simultaneous closing of both gates. Remote Control Capability: Supports up to 50 remote controls, expandable to unlimited with 811LMX/813LMX. Solar-Ready: Comes with a smart solar panel kit for reliable solar power. Internet Connectivity: MyQ® technology for monitoring and control via the MyQ app. Advanced Safety Inputs: Monitored safety inputs for enhanced security.	$2,490.00	1	$2,490.00

DESCRIPTION	RATE	QTY	AMOUNT

Dual-Gate Control: Options for bi-part delay or synchronized close.
HomeLink® Compatibility: Works with HomeLink® version 4.0 or higher.

Technical Specifications
Housing Material: Commercial-duty cast aluminum.
Actuator Arm Weight: 35 lbs.
Control Box Weight: 13 lbs (includes two 7Ah batteries).
Dimensions: 21.00" x 17.22" x 6.19".
Diagnostic Display: LED for simplified installation and troubleshooting.
Programmable Auxiliary Relays: Easy addition of extra features.
Commercial-Grade Design: Built for durability and reliability.

One (1) Actuator Arm

Warranty
Two (2) Years Manufacturer Warranty
60-Day Labor Warranty for installation

Include Labor & Installation:
The purchase of the LiftMaster Arm includes complete labor and installation services. Our skilled technicians will manage the entire installation process, ensuring a professional and hassle-free experience. Additionally, we provide a 60-day labor warranty, offering peace of mind and support for any issues that may arise during this period.

Estimate Justification:

During the on-site inspection, the Pine Valley Exit Lane operator arm was found to have sustained structural and mechanical damage due to a vehicle impact. The impacted arm is completely inoperative and out of service. Based on the findings documented in the technical service report, replacement of the damaged operator arm is required to restore proper operation of the exit lane.

For any further questions, please contact us at 202-505-4445 or reach out to Michael directly at 202-505-4441.

SUBTOTAL	$2,490.00
TAX (6%)	$149.40

TOTAL	**USD $2,639.40**

Thank You for Reviewing our Estimate.
Your Security is Our Priority!

*. Due to ongoing disruptions in the global supply chain, escalating steel prices, and the general uncertainty surrounding parts availability, our quoted pricing is valid for a duration of 15 days, and the lead times provided are subject to potential adjustments at any time

**. We can provide financing options for projects exceeding $10,000 for approved clients. Please don't hesitate to reach out for additional details and information.

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: REINVESTMENT OF ONE MATURING MORGAN STANLEY US TREASURY BILL 8-31-26

Motion by:

"I move to approve the reinvestment of one Morgan Stanley US Treasury Bill maturing on August 31, 2026, in the amount of $150,000, in accordance with the investment ladder recommendation of the Association's Financial Advisor."

Second by:

Summary:

There is one maturing Morgan Stanley US Treasury Bill that matures on 8-31-26 held in the Operating Reserve as follows:

Morgan Stanley - GS (Operating Reserve)

Description	Face Value	GS Number	Purchase Date	Maturity Date	APR	Market Value	Accrued Interest as of 06/30/2026
US Treasury Bill	150,000.00	[redacted]	6/1/2025	8/31/2026	3.750%	150,000.00	1,864.81

Management recommends that the Board authorize the reinvestment of the maturing security at this time while the Board continues its strategic planning efforts to prioritize future capital projects and completes its review of the Draft FY2026 Reserve Study. Several additional investment securities are scheduled to mature later this fiscal year, providing the Board with future opportunities to reassess liquidity needs as project priorities and funding requirements become more clearly defined. In the meantime, the Association maintains sufficient cash reserves to fund the capital projects currently planned for FY2026 without impacting ongoing operations or reserve obligations. The Budget and Finance Committee reviewed the pending maturity of this investment at its July 13, 2026 Committee meeting and provided their recommendation.

CAMP Recommendation: Management supports adoption of the motion.

Budget: N/A

Committee Recommendation (if Any): The B&F Committee is recommending that the HOA Board reinvest the following CD with upcoming maturity date ***(see enclosed memo from the B&F Committee):***

1. Reinvest to a similar ladder position: Morgan Stanley – US Treasury Bill (3/75%) in the amount of $150,000 with a maturity date of 8/31/2026.

The motion listed above received unanimous votes by a quorum of HOA B&F Committee members in attendance.

Memorandum

To: Oak Creek Club Homeowners Association Board of Directors

From: Budget & Finance Committee

Date: Tuesday, August 4, 2026

Re: Recommendation on financial transactions

Suggested Motion: The B&F Committee is recommending that the HOA Board reinvest the following CD with upcoming maturity date:

1. Reinvest to a similar ladder position: Morgan Stanley – US Treasury Bill (3/75%) in the amount of $150,000 with a maturity date of 8/31/2026.

The motion listed above received unanimous votes by a quorum of HOA B&F Committee members in attendance.

B&F Committee members are:
Marisa Reid, Chair
Will Abdul, Co-chair
Kristen Stierwalt-Huff
Danielle Telesford
James Bolden III
Patrick Thelwell

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Approval of New Tennis Court Rules Signage – Facilities Committee

Motion by:

"I move that the Board of Directors approve the establishment of official Tennis Court Rules and authorize Management to coordinate the production and installation of corresponding signage at the Oak Creek Club tennis courts. This will be funded from Repair and Maintenance General – Signage, which has an FY2026 budget of $3,000.00 with $0.00 expended to date."

Second by:

Summary:

Management is requesting Board approval to establish and install official **Tennis Court Rules** signage for the Oak Creek Club tennis courts.

At present, there are no Board-approved rules posted at the tennis courts to communicate expectations for court usage. The proposed signage is intended to establish a clear set of rules governing the use of this community amenity, promote safe and respectful play, and provide residents and guests with consistent guidance regarding appropriate use of the facility.

The proposed rules will address items such as court hours, resident and guest use, appropriate attire and equipment, prohibited activities, court etiquette, and other operational standards deemed necessary by the Board. Once approved, the signage will serve as the official posted rules for the tennis courts and will provide Management with a consistent basis for educating residents and administering the facility.

If approved, Management will coordinate the production and installation of the signage at the tennis court entrance(s) and other appropriate locations to ensure the rules are clearly visible to all users.

CAMP Recommendation:

Management recommends that the Board approve the proposed Tennis Court Rules signage and authorize its installation. Updated signage will provide residents and guests with clear expectations for the proper use of the tennis courts, improve compliance with Association rules, reduce avoidable disputes, and assist Management in administering the facility consistently and fairly.

Budget: Repair and Maintenance General-Signage with a budget of $3,000.00. FY2026 $0.00 used to date.

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
AUGUST 11, 2026

TOPIC: Strategic Planning Meeting - TBD

Motion by:

"I move to approve Thursday, August 27, 2026 at 6:30 pm, as the official date for the Board Strategic Planning Meeting to finalize project prioritizations and adoption."

Second by:

Summary:

Management requests that the Board of Directors establish the official date for the 2026 Board Strategic Planning Meeting. To facilitate scheduling, Management recommends either Tuesday, August 25, 2026, or Thursday, August 27, 2026, beginning at 6:30 p.m. The Strategic Planning Meeting will provide the Board of Directors, Committee Chairs, and Management with an opportunity to review and prioritize capital projects, establish strategic initiatives, discuss operational and governance priorities, strengthen committee collaboration, and identify long-term objectives for the Association. If neither recommended date is acceptable, the Board may select an alternative date for consideration.

CAMP Recommendation:

Management supports adoption of this motion.

Budget:

N/A

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Pilot Speed Bump Installation- Fox Turn

Motion by:

"I move to approve the installation of speed bumps at the Fox Turn entrance as a pilot program for 90 days to evaluate their effectiveness in improving safety and gate operations. Following the evaluation of the pilot program, Management and Access shall report its findings and recommendations to the Board before any consideration is given to expanding the program to additional community entrances." "To be expensed from Operating, Line Item- Other, not to exceed $2,500.00."

Summary:

The Access Committee recommended installing three speed bumps in each inbound lane at the Fox Turn community entrance (for a pilot analysis) as part of a layered strategy to reduce vehicle approach speeds, improve driver control, and discourage unauthorized tailgating through the gates. The Committee's recommendation also included improvements such as vehicle detection loops, gate timing adjustments, and enhanced signage.

Since receiving the Committee's recommendation, Management has consulted with Gate Logic Security regarding the best solution for the installation of the E-loops and speed bumps. Based on that discussion, Gate Logic advised that "speed bumps would be a good solution. Still, it should not be installed immediately after vehicles pass through the gate, as doing so could create operational and safety concerns by causing vehicles to slow or stop within the gate swing area."

CAMP Recommendation:

Management therefore recommends a modified approach that balances traffic with safe gate operation by installing:

- Two (2) speed bumps in Resident Entry Lane
- Two (2) speed bumps in Visitor Entry Lane
- One (1) speed bump in Exit Lane
- No speed bumps immediately beyond the gate arms

This layout is intended to reduce vehicle speeds before reaching the access point while allowing vehicles to safely clear the gate without obstruction

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Option	Mount Type	Color	Total Cost
Black/White	Bolt Down	White/Black	$1,184.56
Black/Yellow	Bolt Down	Yellow/Black	$1,152.76 ✅ Lowest Cost
Black/White	Glue Down	White/Black	$1,370.06
Black/Yellow	Glue Down	Yellow/Black	$1,359.46

Budget:

To be expensed from Operating, Line Item-Other. Current year-to-date expenditures are $0, with $7,500.00 remaining.

OAK CREEK COMMUNITY ENTRANCE SPEED BUMP RECOMMENDATION
(MANAGEMENT PROPOSAL)

EXIT LANE
(Left Behind Gate)

- 1 speed bump after exiting the gate
- No speed bumps before or at the gate

VISITOR ENTRY LANE
(Right Side – Left Lane)

- 2 speed bumps before the gate arm
- No speed bumps after entering the gate

RESIDENT ENTRY LANE
(Far Right Lane)

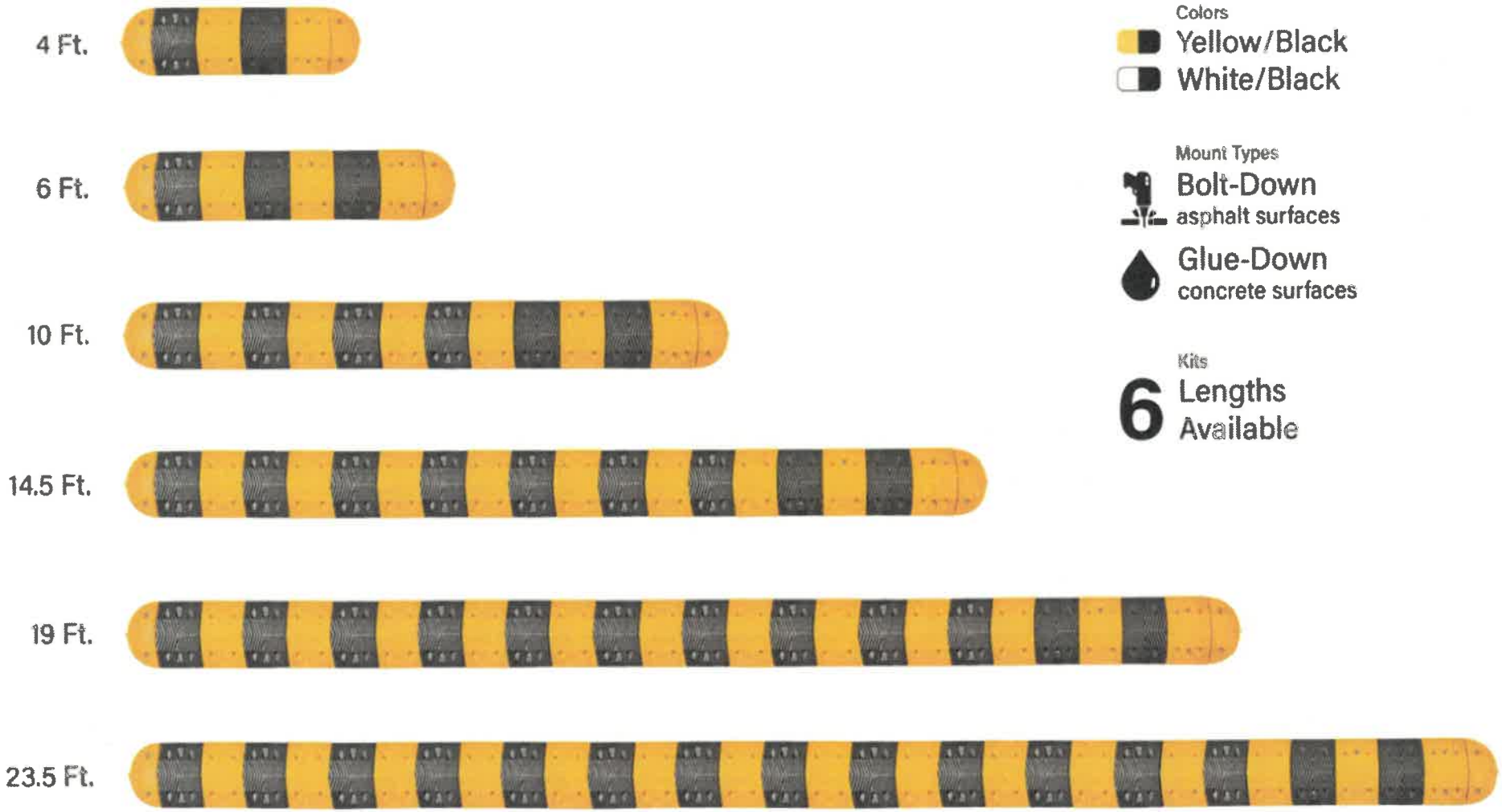
- 2 speed bumps before the gate arm
- No speed bumps after entering the gate

NO SPEED BUMPS AFTER THE GATE ARMS

Allows vehicles to safely clear the gate and accelerate without obstruction.

Management Recommended Layout

- Slows vehicles before the gate
- Discourages tailgating
- Maintains smooth traffic flow after entry
- No speed bumps after the gate arms



Colors

Yellow/Black

White/Black

Mount Types

Bolt-Down
asphalt surfaces

Glue-Down
concrete surfaces

Kits

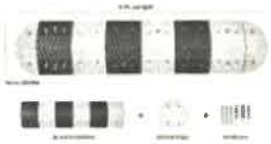
6 Lengths Available

Premium Recycled Rubber Speed Bump Kits

SKU: 06JB1638-WH/BK

Treetop SKU: 3ZB3035-WH/BK

Ships in 2 - 4 Days



Subtotal: $835.00

5 Price Per Unit: $167.00

Select Color: White/Black

Mount Type: Bolt Down

Speed Bump Length: 6'

EDIT REMOVE

CLEAR SHOPPING CART

Continue Shopping

SUMMARY	1 Item
Subtotal	$835.00
Shipping (XPO-Standard)	$299.46
Tax	$50.10
Order Total	**$1,184.56**

ESTIMATE SHIPPING & TAX

Enter your destination to get a shipping estimate.

State/Province

Maryland

City

Upper Marlboro

Zip/Postal Code

20774

ESTIMATE

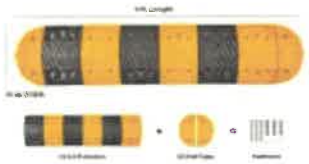
XPO-Standard $299.46

Premium Recycled Rubber Speed Bump Kits

SKU: 06JB1638-YL/BK

Treetop SKU: 3ZB3035-YL/BK

Ships in 2 - 4 Days



Subtotal: $805.00

− 5 + Price Per Unit: $161.00

Select Color: Yellow/Black

Mount Type: Bolt Down

Speed Bump Length: 6'

EDIT REMOVE

CLEAR SHOPPING CART

Continue Shopping

SUMMARY	1 Item
Subtotal	$805.00
Shipping (To be determined)	$299.46
Tax	$48.30
Order Total	**$1,152.76**

ESTIMATE SHIPPING & TAX

Enter your destination to get a shipping estimate.

State/Province

Maryland

City

Upper Marlboro

Zip/Postal Code

20774

ESTIMATE

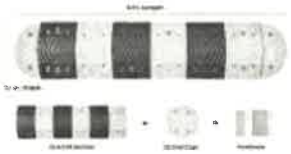
To be determined **$0.00**

Premium Recycled Rubber Speed Bump Kits

SKU: 06JB1644-WH/BK

Treetop SKU: 3ZB3041-WH/BK

Ships in 2 - 4 Days



Subtotal: $1,010.00

− 5 + Price Per Unit: $202.00

Select Color: White/Black

Mount Type: Glue Down

Speed Bump Length: 6'

EDIT REMOVE

CLEAR SHOPPING CART

Continue Shopping

SUMMARY	1 Item
Subtotal	$1,010.00
Shipping (XPO-Standard)	$299.46
Tax	$60.60
Order Total	**$1,370.06**

ESTIMATE SHIPPING & TAX

Enter your destination to get a shipping estimate.

State/Province

Maryland

City

Upper Marlboro

Zip/Postal Code

20774

ESTIMATE

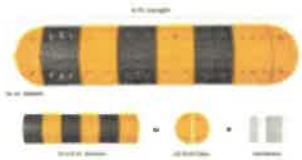
XPO-Standard $299.46

Premium Recycled Rubber Speed Bump Kits

SKU: 06JB1644-YL/BK

Treetop SKU: 3ZB3041-YL/BK

Ships in 2 - 4 Days



Select Color: Yellow/Black

Mount Type: Glue Down

Speed Bump Length: 6'

Subtotal: $1,000.00

5 Price Per Unit: $200.00

EDIT REMOVE

CLEAR SHOPPING CART

Continue Shopping

SUMMARY	1 Item
Subtotal	$1,000.00
Shipping (XPO-Standard)	$299.46
Tax	$60.00
Order Total	**$1,359.46**

ESTIMATE SHIPPING & TAX

Enter your destination to get a shipping estimate.

State/Province

Maryland

City

Upper Marlboro

Zip/Postal Code

20774

ESTIMATE

XPO-Standard $299.46

Feature	Bolt-Down Speed Bumps	Glue-Down Speed Bumps
Initial Cost (5 Speed Bumps)	**$1,152.76** (Yellow/Black)	**$1,359.46** (Yellow/Black)
Installation Method	Anchored to pavement using bolts	Bonded to pavement using industrial adhesive
Best Use	Temporary or pilot installations	Permanent installations
Ease of Removal	Easily removed if pilot is unsuccessful	Difficult to remove once installed
Ability to Reposition	Can be relocated if adjustments are needed	Generally cannot be relocated without replacement
Pavement Impact	Minor drill holes that can be patched	Adhesive removal may damage pavement surface
Maintenance	Bolts can be tightened or replaced if needed	Little maintenance, but difficult to repair or relocate
Visibility	High (Yellow/Black)	High (Yellow/Black)
Expected Lifespan	Long-term with periodic hardware maintenance	Long-term permanent installation
Ideal for Fox Turn Pilot Program	✓ **Recommended**	Not recommended

OAK CREEK HOMEOWNERS ASSOCIATION
ACCESS COMMITTEE REPORT

RECOMMENDATION TO APPROVE GATE ENTRANCE TAILGATING MITIGATION AND TRAFFIC CONTROL ENHANCEMENTS AT SIX COMMUNITY ENTRANCES

Prepared by:
Access Committee

Submitted to:
Oak Creek HOA Board of Directors

Date:
[Insert Board Meeting Date]

PURPOSE OF THIS REPORT

This report presents the Access Committee's formal recommendation that the Board of Directors approve a targeted gate entrance improvement program designed to reduce tailgating, strengthen access control integrity, and improve safety at all six Oak Creek community entrances.

The report evaluates current operational conditions, identifies specific security and safety risks associated with existing gate configurations, and proposes a layered set of physical and operational enhancements to address those risks in a practical and cost-effective manner.

SUMMARY OF RECOMMENDATION

The Access Committee recommends that the Board consider approval of a comprehensive gate entrance improvement program consisting of the following complementary enhancements. The Committee recommends implementation as a layered strategy but recognizes that the Board may approve individual enhancements separately or in phases.

- Installation of vehicle detection loop systems in each inbound lane at all six gate entrances;
- Installation of traffic-calming speed bumps to reduce approach speed and improve driver control;

- Adjustment of gate arm timing and implementation of fast-close programming to reduce multi-vehicle entry on a single authorization event;
- Installation of supporting signage and pavement markings to reinforce one-vehicle-per-scan compliance and no-tailgating expectations.

The Committee further recommends that the Board consider either:

- **Full communitywide deployment**, or
- **A phased pilot implementation** at one or two priority entrances prior to broader rollout.

KEY ISSUES ADDRESSED

This report addresses a known and recurring operational condition at Oak Creek's controlled access points:

- Vehicles approaching entry lanes at excessive speed;
- Multiple vehicles entering on a single access credential event;
- Inadequate physical deterrence to prevent tailgating;
- Increased risk of unauthorized entry, collisions, and personal injury;
- Potential exposure to liability if known risks are not reasonably addressed.

STRATEGIC APPROACH

The Committee recommends a **layered control strategy**, combining:

- Physical controls (loops, speed bumps);
- Operational controls (timing adjustments);
- Behavioral reinforcement (signage and markings);

rather than reliance on policy reminders or enforcement messaging alone.

BUDGET FRAMEWORK

Based on the referenced vendor estimate and planning assumptions contained in the report:

- **Estimated Full Project Range:** Approximately $128,000 – $158,000
- **Recommended Authorization Cap (with contingency):** Not to exceed $185,000

Pilot options are also presented for reduced initial investment and performance validation.

BOARD ACTION REQUESTED

The Board is requested to:

- Review the findings and recommendations contained in this report;
- Determine whether to proceed with full deployment or a pilot implementation;
- Authorize management to obtain final proposals, conduct field verification, and proceed with implementation subject to contract review;
- Approve an appropriate project budget consistent with the selected approach.

REPORT CONTENTS

The attached report provides detailed analysis, justification, cost estimates, implementation strategies, and proposed motion language to support Board consideration and formal action.

Board Implementation Flexibility

While the Access Committee recommends these enhancements as a layered strategy to provide the greatest overall security and safety benefit, the Committee recognizes that the Board may approve, phase, modify, or defer any individual component based on budget, operational priorities, community feedback, engineering considerations, or other factors the Board deems appropriate. The Committee encourages implementation of as many complementary measures as practical but does not intend this recommendation to require approval of every component as a single all-or-nothing package.

Prepared for Board Review and Action

Access Committee Report to the Oak Creek HOA Board

Recommendation to Approve Gate Entrance Tailgating Mitigation and Traffic Control Enhancements at Six Community Entrances

Prepared by: Access Committee
For: Oak Creek HOA Board of Directors
Date: [Insert Board Meeting Date]

Table of Contents

1. Executive Summary

The Access Committee respectfully recommends that the Oak Creek HOA Board approve a targeted gate-security and traffic-control improvement program at all six community gate entrances to reduce tailgating, improve access control, and strengthen resident safety.

The recommended package consists of:

- Installation of **vehicle detection loops (eLoops / loop systems)** at both the **resident lane and visitor lane** at each of the six gate entrances;
- Installation of **traffic-calming speed bumps** in each inbound lane to slow vehicles before reaching the access control point;
- **Adjustment of gate arm hold-open timing** to shorten the open window and reduce opportunities for multiple vehicles to enter on a single credential scan;
- Supporting **signage and pavement markings** to reinforce one-vehicle-per-scan compliance and no-tailgating expectations.

This recommendation is based on a recurring and foreseeable security problem: the current gate approach conditions and gate-arm timing allow vehicles to approach too quickly and create opportunities for unauthorized or improper tailgating through the access point.

The Access Committee believes this is not merely an operational nuisance. Tailgating at controlled access points creates elevated risk of:

- Unauthorized entry;
- Reduced effectiveness of the community's access-control infrastructure;
- Increased exposure to property crime and security breaches;
- Higher risk of collisions near gate arms, loops, operators, and control devices;
- Potential injury to residents, visitors, vendors, staff, and gate personnel;
- Increased liability exposure if the Association fails to act after identifying a known and correctable risk.

The Committee therefore recommends a **layered physical-control strategy** rather than relying on signage or policy reminders alone.

Using the attached DMV Gates estimate for a **single resident lane loop installation at Deer Run** as a baseline, the full loop-system portion of a communitywide deployment (resident + visitor lanes at all six gates) is estimated at approximately **$101,124** before any future price changes, because the current quoted total is **$8,427 per lane** and the Board has requested budgeting for **two inbound lanes per gate across six gates (12 lanes total)**. The vendor quote includes three vehicle detection loops per lane (interrupt, shadow, and closing loop), asphalt cutting/patching, wiring, connection to the operator, and labor/installation with a 60-day labor warranty.

Additional costs for speed bumps, signage, pavement markings, and gate timing adjustments should be budgeted separately, bringing the likely full-project budget range to approximately **$134,000 to $185,000**, depending on final field conditions, materials, and contractor pricing.

As an alternative to full immediate deployment, the Committee also recommends a **pilot implementation option** at one or two high-risk gate entrances before full rollout.

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2. Purpose of this Report

The purpose of this report is to:

- Recommend that the Board approve a formal gate entrance anti-tailgating and traffic-control improvement program;
- Justify why this action is necessary and in the best interests of the Association;
- Present a board-ready summary of the proposed physical and operational improvements;
- Provide a budget framework using the attached vendor quote as a baseline for the loop-system portion of the work;
- Offer a full-deployment option and a pilot option for Board consideration;
- Provide suggested Board findings, motion language, and signature acknowledgment language suitable for meeting approval.

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3. Background and Current Conditions

Oak Creek is a private, gated residential community that relies on controlled entry points as a primary layer of perimeter security.

The effectiveness of any gated-access community depends not only on the presence of barrier arms, operators, and gates, but also on how those systems are configured and how approaching vehicles are physically managed before reaching the access point.

At Oak Creek, the Access Committee has identified recurring operational concerns related to:

- Vehicles approaching entry points too quickly;
- Vehicles following too closely behind authorized vehicles;
- Multiple vehicles attempting to enter during a single barrier-arm open cycle;
- Opportunities for unauthorized or improper tailgating through resident and visitor entry lanes;
- Inconsistent physical deterrence to force a full stop or controlled approach before access is granted.

Because Oak Creek's gate entrances are critical security-control locations, weaknesses at these points can undermine the value of the broader access-control system.

4. Why Immediate Action Is Necessary

A. Tailgating Is a Security and Safety Risk

Tailgating at gated entrances is not simply a rules-compliance issue.

It creates a direct and foreseeable risk of:

- Unauthorized vehicle access;
- Circumvention of resident credential controls;
- Reduced accountability for guest and vendor entry;
- Vehicle collisions with gate arms, gate equipment, bollards, medians, or adjacent vehicles;
- Injury to gate attendants, vendors, contractors, or residents near the entry point;
- Compromised community security posture.

A gate system that permits multiple vehicles to enter on one authorization event is not functioning as intended from a security standpoint.

B. Current Gate Operations Allow Multiple Vehicles Per Scan

Where gate-arm hold-open timing is too long, or where there is insufficient physical approach control, more than one vehicle may pass during a single authorized entry event.

This is especially likely where:

- The approach is straight and encourages speed;
- There are no speed-control devices before the arm;
- Drivers are accustomed to "following through" behind the lead vehicle;
- There is inadequate loop logic to distinguish one authorized vehicle from a second trailing vehicle.

The Committee believes the current conditions at Oak Creek warrant immediate correction.

C. The Board Has a Duty to Act Reasonably Once the Risk Is Known

Once the Board is aware of a recurring security or safety weakness affecting common-area access points, it should take reasonable, documented steps to reduce that risk.

Approving a measured, professional, and budgeted corrective plan demonstrates that the Board is:

- Recognizing a known operational vulnerability;
- Taking practical steps to strengthen access control;
- Protecting residents, guests, vendors, and common-area assets;

- Acting prudently and proactively in the best interests of the Association.

D. Failure to Act May Increase HOA Liability Exposure

If the Association does not respond meaningfully to a known and recurring gate-security weakness, future incidents could create avoidable exposure, including claims that:

- The HOA knew the gate configuration permitted improper tailgating;
- The HOA failed to implement available physical controls;
- The HOA relied on ineffective reminders or signage alone;
- The HOA did not take reasonable steps to improve known entry-point vulnerabilities.

No improvement program eliminates all risk. However, implementing documented and reasonable controls is strong evidence of responsible governance.

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5. Recommended Security and Traffic Control Enhancements

The following enhancements are presented as complementary components of a layered security strategy. While the Committee recommends implementing them together where feasible, each enhancement may also be evaluated independently or incorporated into a phased implementation plan at the Board's discretion.

A. eLoop / Vehicle Detection Loop Installation

The Access Committee recommends installation of a **three-loop vehicle detection system** in each inbound lane at each of the six gate entrances.

Per the attached vendor estimate, each lane should include:

- **One (1) Interrupt Loop**
- **One (1) Shadow Loop**
- **One (1) Closing Loop**

The quoted vendor scope for the Deer Run resident lane includes:

- Procurement and installation of three vehicle detection loops;
- Asphalt cut-down by approximately 1.5 inches;
- Seal/patch of asphalt pavement;
- Running and connecting wires to the operator;
- Installation of three plug-in loop detectors compatible with LiftMaster-compatible commercial gate operators;
- Labor and installation services;
- 60-day labor warranty.

These loops help the system detect and manage vehicle presence, protect safe arm movement, and improve sequencing for one vehicle at a time.

B. Speed Bumps / Traffic Calming at Each Entry Lane

The Access Committee recommends installation of **three speed bumps per inbound lane** at each gate entrance, subject to final field verification.

Recommended conceptual spacing per lane:

- Speed Bump #1 approximately 20 feet to Speed Bump #2
- Approximately 15 feet to Speed Bump #3
- Approximately 8–10 feet to gate arm / control point

Recommended conceptual specifications:

- Approximately 3-inch profile (subject to final safety review)
- Modular rubber or comparable durable traffic-calming product
- Reflective or high-visibility striping
- Designed to reduce approach speed to approximately 5 MPH at the access point

C. Gate Arm Timing Adjustment and Fast-Close Programming

The Access Committee recommends that the barrier arm operators at each entrance be reprogrammed to:

- Reduce the gate-arm hold-open time to approximately **6–8 seconds** (subject to field testing);
- Enable **fast-close sequencing** where supported by the operator and safety logic;
- Maintain all required safety protections so the arm does not close on a vehicle;
- Confirm proper interaction between access credentials, loops, and closing cycle logic.

D. Supporting Signage and Pavement Markings

The Access Committee further recommends low-cost but important reinforcement measures, including:

- Pavement markings such as:
  - **STOP**
  - **ONE VEHICLE PER SCAN**
- Entry signage such as:
  - **STOP – ACCESS REQUIRED – NO TAILGATING**
- Refreshed lane-control markings where needed;
- Reflective warnings in advance of speed bumps.

6. Operational Rationale for Each Recommended Improvement

The Access Committee recommends a **layered approach** because no single measure is sufficient by itself.

eLoops / Vehicle Detection Loops

Benefits:

- Improves vehicle presence detection;
- Helps ensure safe arm operation;
- Supports better sequencing of one vehicle per entry event;
- Reduces false assumptions about whether a second vehicle should be permitted to pass;
- Strengthens compatibility between gate logic and actual vehicle movement.

Speed Bumps / Traffic Calming

Benefits:

- Forces actual speed reduction rather than relying on voluntary compliance;
- Causes drivers to approach the credential point more slowly;
- Reduces "momentum tailgating" behind the lead vehicle;
- Improves driver reaction time near the gate arm and transponder area;
- Works continuously whether or not staff are present.

Shorter Gate Hold-Open Timing

Benefits:

- Reduces the time window available for follow-through entry;
- Makes it more difficult for a second vehicle to clear the arm without separate authorization;
- Reinforces one-vehicle-per-scan behavior;
- Improves integrity of the access-control event.

Signage / Pavement Markings

Benefits:

- Improves notice;
- Supports enforcement;
- Reinforces community expectations;
- Low cost relative to security benefit;
- Useful whether the Board adopts a full rollout or a pilot.

7. Budgetary Analysis and Estimated Project Cost

A. Per-Lane Loop System Estimate (Based on Vendor Quote)

The attached DMV Gates & Security Solutions estimate for the **Deer Run Entrance Residents Lane Loop System** provides the following baseline:

- **Subtotal:** $7,950.00
- **Tax (6%):** $477.00
- **Total per lane: $8,427.00**

This estimate covers one inbound lane with:

- Three vehicle detection loops;
- Three loop detectors;
- Asphalt cutting and patching;
- Wiring and connection to the operator;
- Labor and installation.

B. Six-Gate Full Deployment Estimate (Resident + Visitor Lanes)

The Board has requested budgeting based on:

- **6 gate entrances**
- **2 inbound lanes per gate** (resident lane + visitor lane)
- Total = **12 lanes**

Using the attached per-lane quote as a straight-line budgeting assumption:

- **$8,427.00 per lane × 12 lanes = $101,124.00**

Estimated loop-system budget (12 lanes): $101,124.00

> Important note: This is a planning estimate only. Because the estimated costs are presented by project category, the Board may authorize funding for one or more individual components independently. The Committee intentionally separated these estimates to assist the Board in evaluating each enhancement on its own merits and within available budget resources. Final pricing may vary by entrance geometry, saw-cut conditions, wiring distance, existing conduit conditions, control-board compatibility, asphalt restoration needs, and vendor price validity windows.

C. Estimated Speed Bump and Signage Budget

For planning purposes, the Committee recommends budgeting:

- **3 speed bumps per lane × 12 lanes = 36 speed bumps total**

- Estimated installed cost per speed bump: **$600–$1,200**

Estimated speed bump installation budget:

- **Low:** 36 × $600 = **$21,600**
- **High:** 36 × $1,200 = **$43,200**

Estimated signage / pavement marking budget (communitywide):

- **$3,600–$9,600**

D. Gate Timing Reprogramming Estimate

For planning purposes, the Committee recommends budgeting:

- **$150–$400 per lane/operator adjustment point**
- Assuming 12 lane/operator adjustments:

Estimated programming budget:

- **Low:** 12 × $150 = **$1,800**
- **High:** 12 × $400 = **$4,800**

E. Total Project Range

Full Deployment – Planning Budget Range

Loop systems (12 lanes): $101,124
Speed bumps (36 total): $21,600 – $43,200
Signage / pavement markings: $3,600 – $9,600
Gate timing / fast-close programming: $1,800 – $4,800

Estimated Total Full Project Range:

- **Low Range: $128,124**
- **High Range: $158,724**

Recommended Board Contingency

Because gate projects often uncover field-condition issues, the Committee recommends a **10%–15% contingency reserve**.

With contingency, the Board may wish to authorize a project budget not to exceed approximately:

- **10% contingency:** $140,936 – $174,608
- **15% contingency:** $147,343 – $182,533

Recommended authorization cap for discussion: Not to exceed $185,000, subject to final proposals, field verification, and management/counsel review of contracts.

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8. Pilot Option (Recommended Alternative Rollout)

If the Board prefers a phased implementation rather than immediate communitywide deployment, the Access Committee recommends a **pilot project** at one or two of the highest-risk or highest-volume gate entrances.

Option A: One-Gate Pilot (Resident + Visitor Lanes)

Assumptions:

- 2 inbound lanes
- 6 speed bumps total (3 per lane)

Estimated budget:

- Loop systems: **2 × $8,427 = $16,854**
- Speed bumps: **6 × $600–$1,200 = $3,600–$7,200**
- Signage / pavement markings: **$600–$1,600**
- Gate timing adjustments: **2 × $150–$400 = $300–$800**

Estimated One-Gate Pilot Range:

- **Low: $21,354**
- **High: $26,454**

With 10%–15% contingency:

- Approx. **$23,500–$30,500**

Option B: Two-Gate Pilot (Resident + Visitor Lanes at Two Entrances)

Assumptions:

- 4 inbound lanes total
- 12 speed bumps total

Estimated budget:

- Loop systems: **4 × $8,427 = $33,708**
- Speed bumps: **12 × $600–$1,200 = $7,200–$14,400**
- Signage / pavement markings: **$1,200–$3,200**
- Gate timing adjustments: **4 × $150–$400 = $600–$1,600**

Estimated Two-Gate Pilot Range:

- **Low: $42,708**
- **High: $52,908**

With 10%–15% contingency:

- Approx. **$47,000–$60,900**

Why a Pilot May Be Appropriate

A pilot allows the Board to:

- Validate field performance before full rollout;
- Measure reductions in tailgating incidents;
- Confirm resident acceptance and traffic flow impact;
- Refine speed-bump spacing and timing settings;
- Obtain stronger pricing leverage for a larger phase-two deployment.

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9. Recommended Multi-Step Implementation Plan

Immediate (0–30 Days)

- Approve the Access Committee recommendation in concept;
- Authorize management to obtain updated proposals for all six gates;
- Direct vendor(s) to verify resident-lane and visitor-lane conditions at each entrance;
- Confirm operator compatibility and loop-detector requirements;
- Identify one or two preferred pilot gates if the Board selects phased implementation;
- Approve interim signage and pavement markings where feasible.

Near Term (30–60 Days)

- Finalize contractor scope and pricing;
- Review contract terms, warranty terms, and insurance requirements;
- Schedule installation windows to minimize disruption;
- Implement pilot or full deployment phase;
- Reprogram gate timing and test safe-close logic.

Medium Term (60–120 Days)

- Monitor tailgating reduction;
- Track operational issues, resident feedback, and equipment performance;
- Adjust timing settings as needed;
- Expand from pilot to remaining gates if pilot is successful;
- Report results back to the Board.

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10. Recommended Board Findings (Suggested Justification Language)

The Board may wish to formally state the following findings in its motion or minutes:

- The Board has received and reviewed the Access Committee's recommendation regarding tailgating and gate-entry control vulnerabilities at Oak Creek's gated entrances;
- Controlled entry points are a critical component of Oak Creek's perimeter security and access-control program;
- Tailgating through gate entrances undermines the intended function of the Association's access-control systems and creates foreseeable security and safety risks;
- The Board has authority under the governing documents to maintain, repair, improve, and reasonably regulate the common-area access infrastructure;
- Installation of vehicle detection loops, traffic-calming devices, and gate timing adjustments are reasonable and proportionate measures to strengthen security and reduce unauthorized or improper gate entry;
- A phased pilot option may be appropriate to validate operational effectiveness before full deployment;
- The proposed action is in the best interests of the Association and its residents.

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11. Recommended Motion for the Board

Suggested Board Motion – Full Deployment Option

"I move that the Oak Creek HOA Board approve the Access Committee's recommendation to implement gate entrance tailgating mitigation and traffic control enhancements at all six community gate entrances including such combination of vehicle detection loop systems, gate arm timing adjustments, supporting signage and pavement markings, and traffic-calming measures as approved by the Board, together with authorization for management to obtain final field-verified proposals and proceed with implementation of the approved components subject to contract review; further authorize management to obtain final field-verified proposals, coordinate contractor scheduling, and execute the work subject to legal/contract review; and approve a project budget not to exceed $185,000 inclusive of reasonable contingency, subject to final pricing and site verification."

Suggested Board Motion – Pilot Option

"I move that the Oak Creek HOA Board approve the Access Committee's recommendation to implement a pilot gate entrance tailgating mitigation and traffic control project at [one / two] selected gate entrance(s), including such combination of vehicle detection loop systems, gate arm timing adjustments, supporting signage and pavement markings, and traffic-calming measures as approved by the Board, together with authorization for management to obtain final field-verified proposals and proceed with implementation of the approved components subject to contract

review; further authorize management to obtain final field-verified proposals, coordinate contractor scheduling, and execute the work subject to legal/contract review; and approve a pilot project budget not to exceed $[insert approved amount] inclusive of reasonable contingency, with results to be reported back to the Board before communitywide expansion."

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12. Access Committee Recommendation

The Access Committee strongly recommends approval. Although the Committee believes the greatest reduction in tailgating risk will result from implementing the enhancements as a coordinated, layered strategy, the Committee recognizes and supports the Board's authority to approve individual recommendations, implement them in phases, or defer specific elements while moving forward with others.

The Committee believes the Board should act now to strengthen the integrity of Oak Creek's controlled-access perimeter by implementing physical and operational measures that materially reduce tailgating opportunities.

This recommendation is:

- Reasonable;
- Practical;
- Safety-focused;
- Security-driven;
- Operationally sound;
- Consistent with the Board's responsibility to protect common-area infrastructure and residents;
- Appropriate for either full deployment or a phased pilot.

The Committee recommends that, at a minimum, the Board authorize:

1. Immediate updated pricing and field verification for all six gate entrances;
2. Approval of either a one-gate or two-gate pilot, or full deployment if budget permits;
3. Interim signage and one-vehicle-per-scan messaging where feasible;
4. A post-installation performance review after implementation.

---

13. Final Conclusion

Oak Creek's gate entrances are among the most important physical security control points in the community.

When vehicles can approach too quickly, follow too closely, or enter on a single authorization event without proper control, the value of the broader gate system is diminished.

A layered improvement strategy—combining:

- Vehicle detection loops,
- Speed-control measures,
- Shorter gate-arm open timing,
- Clear signage and lane messaging,

offers the most practical and defensible path to improving gate integrity and reducing tailgating risk.

The Board should approve either:

- **Full deployment across all six gates**, or
- **A pilot implementation at one or two priority entrances** with a clear phase-two decision point.

Either path is a meaningful and responsible step toward stronger access control and better protection of the community.

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14. Signature / Acknowledgment Block

Submitted by the Access Committee:

Chair, Access Committee
Date: _____

Access Committee Member
Date: _____

Access Committee Member
Date: _____

Acknowledged / Received by Management:

Community Manager / CAMP Representative
Date: _____

Board Action:

☐ Approved as Presented
☐ Approved with Revisions

☐ Approved as Pilot Only
☐ Tabled for Additional Quotes / Review
☐ Not Approved

Board President / Presiding Officer
Date: _____

Board Secretary
Date: _____

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Committee Access E-Loops Installation

Motion by:

"I move to approve the proposal from Gate Logic Security in the amount of $44,167.75 for the installation of vehicle detection loops and associated gate entrance safety improvements at the Oak Creek community entrances, with the project to be funded from the Repair/ Replacement Reserves-Gate Repair Allowance."

Summary:

The Access Committee previously evaluated proposals from DMV Gates & Security Solutions and Gate Logic Security for the installation of vehicle detection loops at the Deer Run, Deer Run Estates, Fox Turn, Pine Valley, and Queen Anne entrances. The Committee determined that the project would improve resident safety, reduce unauthorized tailgating, improve gate reliability, reduce maintenance costs, and support future access control modernization initiatives.

At the time of its recommendation, the Committee requested that Management obtain a third competitive proposal before a vendor is selected.

Following the Committee's recommendation, Management contacted additional gate automation contractors in an effort to obtain a third competitive proposal. Despite these efforts, Management was unable to secure an additional qualified proposal for this project.

Management has reviewed the proposals received and recommends awarding the project to Gate Logic Security. Gate Logic submitted a proposal totaling $44,167.75, with a potential credit of $4,857.75 if existing loop detectors can be reused following installation, resulting in a potential adjusted project cost of approximately $39,310.00. The proposal includes replacement of failing vehicle detection loops, testing and commissioning of the system, and a one-year workmanship warranty.

CAMP Recommendation:

Management recommends that the Board authorize the award of the vehicle detection loop installation project to Gate Logic Security in the amount of $44,167.75. Based on the proposals received, Gate Logic Security provides the best overall value to the Association through its competitive pricing, comprehensive scope of work, and potential cost savings associated with reusing existing loop detector equipment where feasible, with a potential credit of $4,857.75 if existing loop detectors can be reused following installation, resulting in a potential adjusted project cost of approximately $39,310.00.

Budget:

To be expensed from the Repair/Replacement Reserve – Gate Repair Allowance. Current year-to-date expenditures are $51,064.00 (2026 Draft Reserved Study has $180,190 budgeted).

Topic Of Memo (Same as Table of Contents)

Memorandum

To: Oak Creek Club Homeowners Association Board of Directors

From: [Julian Brown, Access Committee Chairman]

Date: **[June 17, 2026]**

Re: **[Access Committee Recommendation - eLoops]**

Suggested Motion:

I move to authorize Community Association Management Professionals (CAMP) to obtain a third competitive proposal for the installation of vehicle detection loops and associated gate entrance tailgating mitigation improvements at the Deer Run, Deer Run Estates, Fox Turn, Pine Valley, and Queen Anne gate entrances, and upon receipt of the third proposal, return the project to the Board with a comparative analysis and recommendation for vendor selection and contract award.

Discussion:

The Access Committee has evaluated proposals received from DMV Gates & Security Solutions and Gate Logic Security for the installation of vehicle detection loops throughout several Oak Creek gate entrances.

Vehicle detection loops are a critical access control enhancement designed to improve vehicle detection accuracy, reduce unauthorized tailgating, improve gate safety, and decrease wear and tear on gate operators and associated equipment. The proposed systems utilize combinations of interrupt loops, shadow loops, and closing loops to detect vehicle presence and control gate movement accordingly.

The Committee determined that installation of vehicle detection loops would provide the following operational and security benefits:

- Improved prevention of unauthorized tailgating through gate entrances.
- Faster and safer gate closure following vehicle passage.
- Reduced risk of gate arms or operators striking vehicles.
- Improved vehicle detection reliability.
- Reduced maintenance costs and equipment failures caused by improper gate sequencing.
- Extended useful life of gate operators and associated infrastructure.

Topic Of Memo (Same as Table of Contents)

- Enhanced resident safety and community security.
- Improved support for future access control modernization initiatives.

The Committee reviewed the following proposals:

DMV Gates & Security Solutions

- Approximate Project Cost: $64,607.00

Gate Logic Security

- Approximate Project Cost: $44,167.75
- Potential Credit: Approximately $4,857.75 if certain existing loop detector equipment can be reused.
- Potential Adjusted Cost: Approximately $39,310.00

While both vendors submitted viable proposals, the Committee believes the Board would benefit from receiving a third competitive proposal before selecting a contractor. Obtaining an additional proposal will help validate pricing, confirm scope alignment, identify alternative technical approaches, and ensure the Association receives the best overall value for this infrastructure investment.

The Committee recommends that CAMP solicit a third proposal from a qualified gate automation and access control contractor. Potential vendors that may be considered include:

- Controlled Access LLC

- Miller Edge Authorized Integrator Network

(or another qualified regional access-control contractor with experience in vehicle detection loop installation and gate automation systems)

The Committee is not recommending a specific vendor at this time and believes all proposals should be evaluated using consistent criteria after the third proposal is received.

Attachments:

- eLoops Quote Review Report.docx
- DMV Gates Quotes
- Gate Logic Security Quote

Topic Of Memo (Same as Table of Contents)

Summary:

The Access Committee considers vehicle detection loop installation to be an important safety, security, and infrastructure improvement project that addresses known tailgating vulnerabilities and operational concerns at multiple community entrances.

The Committee supports moving forward with the project but believes that obtaining a third competitive proposal is prudent and consistent with sound procurement practices. Additional competition will provide the Board with greater confidence that the selected vendor represents the best combination of cost, technical capability, warranty coverage, reliability, and long-term value.

Management Recommendation (if any):

The Access Committee recommends that CAMP:

1. Solicit a third competitive proposal from a qualified gate automation and access control contractor.
2. Verify that all proposals contain comparable scopes of work.
3. Confirm labor, equipment, loop detector, underground wiring, pavement restoration, and manufacturer warranty coverage.
4. Review contractor qualifications, project schedules, and references.

Provide a comparative analysis of all proposals for Board consideration.

Action Needed:

The Board is requested to authorize CAMP to:

1. Obtain a third competitive proposal for vehicle detection loop installation and gate entrance tailgating mitigation improvements.
2. Evaluate all proposals using consistent criteria, including:
    - Technical approach
    - Installation experience
    - Reliability
    - Warranty coverage
    - Project schedule
    - Total cost of ownership
    - Long-term operational effectiveness
3. Return to the Board with a recommendation identifying the vendor offering the best overall value to the Association.

Upon completion of the competitive review process, the Access Committee will provide a final recommendation for vendor selection and contract award.

E-Loops Quote Review

Executive Summary

The proposals collectively seek to install inductive vehicle detection loops at the community's secondary entrances to support:

- Tailgating mitigation
- Faster gate closure
- Improved vehicle detection
- Reduced gate damage
- Improved resident safety
- Future access control modernization

The committee has already identified eLoops/vehicle detection technology as one of its highest-priority safety and security initiatives.

However, after comparing the proposals, there are significant differences in scope and pricing that warrant additional evaluation before Board approval.

Proposal Comparison

Option 1 – DMV Gates & Security

DMV Gates submitted separate proposals for each entrance lane. The work generally includes:

Resident Lanes

- 1 Interrupt Loop
- 1 Shadow Loop
- 1 Closing Loop
- Asphalt cutting
- Pavement sealing
- Wiring to operators
- Three loop detectors
- Installation and labor warranty

Cost per resident lane:

Entrance	Cost
Deer Run Entrance Resident	$8,427

Entrance	Cost
Deer Run Estates Resident	$8,427
Queen Anne Resident	$8,427
Fox Turn Resident	$5,618
Pine Valley Resident	$5,618

Resident lane total:

$36,517

Visitor Lanes

Each includes:

- Interrupt Loop
- Closing Loop
- Loop detectors
- Wiring
- Asphalt restoration

Cost per visitor lane:

Entrance	Cost
Deer Run Entrance Visitor	$5,618
Deer Run Estates Visitor	$5,618
Fox Turn Visitor	$5,618
Pine Valley Visitor	$5,618
Queen Anne Visitor	$5,618

Visitor lane total:

$28,090

DMV Gates Grand Total

$64,607 (all submitted proposals combined)

Option 2 – Gate Logic Security

Gate Logic provided a community-wide replacement proposal covering approximately:

- Main gate loops
- Mary Bowie Parkway loops
- Rexford Way loops
- Turner Wooten loops
- Dormansville loops
- Guardhouse loops
- Existing failed loop replacement
- Detector replacement
- Testing and commissioning

Total Proposal:

$44,167.75

Important note:

Gate Logic indicates that if existing detectors are reusable, the Association may receive a credit of approximately **$4,857.75**, reducing the total cost further.

Key Observations

1. Gate Logic Appears Significantly Less Expensive

DMV Gates:

- ~$64,607

Gate Logic:

- ~$44,168

Difference:

Approximately $20,439 less

Even before any detector credit is applied.

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2. Gate Logic Scope Appears Larger

DMV Gates' proposals focus primarily on:

- Deer Run
- Deer Run Estates
- Fox Turn
- Pine Valley
- Queen Anne

Gate Logic appears to address:

- Main Gate complex
- Multiple community entrances
- Existing loop failures identified during inspection
- Detector replacement

This suggests Gate Logic may be providing broader infrastructure replacement.

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3. DMV Gates Provides Better Operational Design Detail

DMV Gates clearly identifies:

Interrupt Loop

Prevents gate movement when a vehicle is present.

Shadow Loop

Provides anti-tailgating protection.

Closing Loop

Allows rapid gate closure after vehicle passage.

This is the exact configuration the Access Committee has been discussing as part of the tailgating mitigation strategy.

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4. Warranty Information is Limited

DMV Gates specifically states:

- 60-day labor warranty for installed work.

The committee should request:

- Equipment warranty
- Detector warranty
- Loop wire warranty
- Asphalt restoration warranty
- Workmanship warranty from both vendors before approval.

Access Committee Recommendation

Recommended Action

Phase 1 – Approve Concept

Recommend that the Board approve vehicle detection loop installation as a Tier 2 Safety and Security Enhancement project because:

- Tailgating remains a known security vulnerability.
- Loops improve gate operation.
- Loops reduce unauthorized entry opportunities.
- Loops support future gate modernization efforts.
- Loops reduce gate strikes and equipment wear.

Phase 2 – Request Final Competitive Pricing

Recommend that the Board direct management to obtain:

1. Final DMV Gates consolidated proposal
2. Final Gate Logic consolidated proposal
3. One additional competitive quote before contract award.

Phase 3 – Award Based on Best Value

The committee should evaluate:

Criteria	Weight
Technical Design	30%
Experience	20%
Warranty	15%
References	10%
Schedule	10%
Cost	15%

This prevents selection based solely on lowest price.

Proposed Motion for the Board

The Access Committee recommends that the Board approve vehicle detection loop installation as a community safety and access-control enhancement initiative and direct management to obtain final consolidated proposals and warranty information from qualified vendors, including DMV Gates and Gate Logic Security, for Board consideration and contract award. The Committee further recommends that project evaluation be based on best overall value, technical approach, warranty protection, and long-term reliability rather than cost alone.

Gate Logic Security
8124 Flannery Court
Manassas, VA 20109

(703) 763-GATE (4283)
info@gatelogicsecurity.com
gatelogicsecurity.com

Billing Contact Information:
Oak Creek Club HOA
14505 Mary Bowie Parkway
Upper Marlboro, MD 20774

Project Information:
Oak Creek Club HOA**
Oak Creek Club HOA
14505 Mary Bowie Parkway
Upper Marlboro, MD 20774

Quote Date: 4/16/2026

Quote Expiration Date: 5/16/2026

Quote #: Q14505

Description	Quantity	Price	Amount
Proposal to replace the existing loops listed below that were found to be testing poorly at a recent service visit. New loops will be saw cut into asphalt and configured with existing components for proper operation. Please note: proposal assumes the existing detectors will need to be replaced. If the existing detectors are found to be in good working order the cost will be removed from the final invoice. (Possible credit of $4857.75) The work-area will be cleaned and groomed to restore site as well as possible. Final surface repairs are not included in the proposal such as final grass seeding. A series of system & device quality assurance tests will be performed and system will be left in operation. Upon project completion, the installation team will meet with the customer to demonstrate system capabilities and review documentation including provided user manuals and keys. Proposal assumes existing components to be reused, and components to be provided by others, are present and in good working order at time of installation/work.			
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Parkway Exit Loop 6' x 8' w 15' lead	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Parkway Exit Safety Loop 6' x 8' w 15' lead	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Parkway Entrance Loop 6' x 8' w 100' lead	128	$22.50	$2,880.00

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gatelogicsecurity.com

Description	Quantity	Price	Amount
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Parkway Entrance Safety Loop 6' x 8' w 15' lead	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Bamberg Way Entrance Safety Loop 6' x 8' w/ 5' lead	33	$22.50	$742.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Gate Free Exit 10' x 6' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Gate Outside Safety 10' x 6' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Gate Inside Safety 10' x 6' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Outside Safety 10' x 6' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Free Exit 10' x 6' w/ 15'	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Entrance Safety 10' x 6' w/ 15'	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Main Guard House Entrance Visitor Safety 10' x 6' w/ 15'	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Resident Entrance Safety Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Resident Entrance Shadow Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Visitor Entrance Safety Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Visitor Entrance Shadow Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Visitor Exit Safety Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Visitor Exit Shadow Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Mary Bowie Cross Street Visitor Exit Free Exit Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Turner Wooten Parkway Resident Entrance Shadow Loop 6' x 8' w/15'	43	$22.50	$967.50

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Description	Quantity	Price	Amount
Custom Vehicle Detection Loops (installed per foot): Turner Wooten Parkway Visitor Entrance Shadow Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Turner Wooten Parkway Visitor Entrance Safety Loop 6' x 8' w/15'	43	$22.50	$967.50
Custom Vehicle Detection Loops (installed per foot): Dormansville Blvd Secondary Side Free Exit Loop 6' x 10' w/ 25' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Dormansville Blvd Secondary Side Free Shadow Loop 6' x 10' w/ 15' lead	37	$22.50	$832.50
Custom Vehicle Detection Loops (installed per foot): Dormansville Blvd Primary Side Entrance Safety Loop 6' x 10' w/ 15' lead	37	$22.50	$832.50
Custom Vehicle Detection Loops (installed per foot): Dormansville Blvd Primary Side Entrance Shadow Loop 6' x 10' w/ 15' lead	37	$22.50	$832.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Entrance Shadow Loop 6' x 10' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Entrance Safety Loop 6' x 10' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Visitor Shadow Loop 6' x 10' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Visitor Safety Loop 6' x 10' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Exit Safety Loop 6' x 10' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Exit Shadow Loop 6' x 10' w/ 15' lead	47	$22.50	$1,057.50
Custom Vehicle Detection Loops (installed per foot): Rexford Way Exit Loop 6' x 10' w/ 25' lead	57	$22.50	$1,282.50
Various materials needed to be sure installation is complete and secure; includes minor hardware, electrical components, shop towels/rags, tools and meter usage as needed to properly perform detailed work.	1	$1,500.00	$1,500.00
Loop Detector, low voltage, harness style	15	$285.65	$4,284.75
11 Pin Relay Socket, Din Rail Mount	15	$38.20	$573.00
Freight, Shipping and Handling Fee - Estimated only, customer will be charged actual cost of shipping. New Tariffs and fees may apply.	1	$100.00	$100.00

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Description	Quantity	Price	Amount
Travel/Dispatch Fee – Maryland; A fuel cost adjustment is being applied to all site visits to account for increased fuel costs. This adjustment will be reviewed regularly.	1	$2,925.00	$2,925.00

Note - Pricing provided includes a 3.5% discount and assumes payment by check or cash. If invoice is to be paid by credit card, client forfeits associated discount for the totality of the transition.

UL325 Compliance is required for automated gate systems that have been modified or replaced. We recommend roller overs, safety edges, and safety photo cells on all gates per manufacturer specifications and safety requirements.

Subtotal:	$44,167.75
Tax:	$0.00
Total:	$44,167.75
Payments:	$0.00

Acceptance

I accept the proposed services as listed and priced above as well as the Gate Logic Security terms and conditions.

Terms and Conditions

By signing or entering into agreement with above listed contract, customer acknowledges and agrees to the following:

Public utility locator/marker will be contacted prior to work being performed to mark for any underground obstructions. Client is responsible to mark private obstructions prior to work being performed. Gate Logic Security is not responsible for any damages caused while digging, excavating, and/or trenching if obstruction was not properly marked by public utility locator or Client prior to work being performed. While using trenchless technology, special care and attention will be made to prevent damage to the existing surface, including driveway(s). If damage does occur, Client is responsible for repair or replacement of the driveway surface and impacted areas.

Issues that become evident with existing or Client-provided wiring, system devices or components, and/or site conditions that prevent detailed work or products from being installed or functioning properly or in an unsafe manner, may lead to review and rescheduling/re-pricing of contract. A change order with additional, respective pricing will be provided to Client for determination of how to proceed. If Client at that point elects not to proceed, Client will be responsible for work performed and materials used at Gate Logic Security's standard hourly rate and pricing for materials.

Gate Logic Security reserves the right to temporarily discontinue work due to weather conditions and/or unworkable site conditions without breach of contract and will not be held liable for lost or delayed time due to situations out of Gate Logic Security's direct control.

New products provided and installed are covered by Gate Logic Security's 1-year warranty. Warranty provided includes new and provided product and workmanship only and does not include malfunction or damage due to site conditions; mistreatment; and damage due to negligence, intentional act(s), electrical strike or surge, insect or rodent damage, or other unlisted "acts of God." Retrofitting gate equipment, existing wiring, mounts, or other gate and/or access related components will not be covered under warranty unless specified.

New products also generally come with a manufacturer's warranty. Client is responsible for registration of equipment if required for eligibility for manufacturer's warranty.

This proposal is valid for a period of up to 30 days from the date of the proposal. Client will provide 50% of contracted price upon approval. Full and final payment will be due upon job completion. All pricing reflects a 3.5% discount for personal check or cash payments unless otherwise noted.

This proposal contains confidential information and is intended only for the individual(s) named. If you are not the named addressee, you should not disseminate, distribute, or copy this information in any way. If you are not the intended recipient, you are notified that disclosing, copying, distributing, or taking any action relying upon the contents of this information are strictly prohibited.

DMV Gates & Security Solutions

Business Number 888-958-5815
202-505-4445
https://www.dmvgates.com
office@dmvgates.com

ESTIMATE
EST4398

DATE
Feb 3, 2026

TOTAL
USD $8,427.00

TO

Oak Creek

14505 Mary Bowie Pkwy
Upper Marlboro, MD
20774
(301) 390-1721
manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Deer Run Entrance Residents Lane Loop System The Procurement and Installation of a Three (3) Vehicle Detection Loops Includes: One (1) Interrupt Loop One (1) Shadow Loop One (1) Closing Loop Asphalt Cut down by 1.5" Seal/patch Asphalt pavement Running and connecting Wires to the new operator. Labor & Installation: The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period. ---------- The Procurement and Installation of Three (3) Loop Detectors	$7,950.00	1	$7,950.00

DESCRIPTION	RATE	QTY	AMOUNT

The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations.

Item: Loop Detector
For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL.
Height: 1 1/8 in
Width: 2 3/4 in
Color: Black
Type: Plug In
Operation: Commercial and Industrial Grade
Length: 8 in

Include Labor & Installation:
The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

SUBTOTAL	$7,950.00
TAX (6%)	$477.00
TOTAL	**USD $8,427.00**

Thank You for Reviewing our Estimate.
Your Security is Our Priority!

*. Due to ongoing disruptions in the global supply chain, escalating steel prices, and the general uncertainty surrounding parts availability, our quoted pricing is valid for a duration of 15 days, and the lead times provided are subject to potential adjustments at any time

**. We can provide financing options for projects exceeding $10,000 for approved clients. Please don't hesitate to reach out for additional details and information.

DMV Gates & Security Solutions

Business Number 888-958-5815

202-505-4445

https://www.dmvgates.com

office@dmvgates.com

ESTIMATE

EST4399

DATE

Feb 3, 2026

TOTAL

USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy

Upper Marlboro, MD

20774

(301) 390-1721

manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Deer Run Entrance Visitors Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops	$5,300.00	1	$5,300.00

Includes:
One (1) Interrupt Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

SUBTOTAL	$5,300.00
TAX (6%)	$318.00
TOTAL	**USD $5,618.00**

Thank You for Reviewing our Estimate.
Your Security is Our Priority!

*. Due to ongoing disruptions in the global supply chain, escalating steel prices, and the general uncertainty surrounding parts availability, our quoted pricing is valid for a duration of 15 days, and the lead times provided are subject to potential adjustments at any time

**. We can provide financing options for projects exceeding $10,000 for approved clients. Please don't hesitate to reach out for additional details and information.

DMV Gates & Security Solutions

Business Number 888-958-5815
202-505-4445
https://www.dmvgates.com
office@dmvgates.com

ESTIMATE
EST4404

DATE
Feb 3, 2026

TOTAL
USD $8,427.00

TO

Oak Creek

14505 Mary Bowie Pkwy
Upper Marlboro, MD
20774
(301) 390-1721
manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Deer Run Estates Residence Lane Loop System The Procurement and Installation of a Three (3) Vehicle Detection Loops Includes: One (1) Interrupt Loop One (1) Shadow Loop One (1) Closing Loop Asphalt Cut down by 1.5" Seal/patch Asphalt pavement Running and connecting Wires to the new operator. Labor & Installation: The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.	$7,950.00	1	$7,950.00

The Procurement and Installation of Three (3) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT

The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations.

Item: Loop Detector
For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL.
Height: 1 1/8 in
Width: 2 3/4 in
Color: Black
Type: Plug In
Operation: Commercial and Industrial Grade
Length: 8 in

Include Labor & Installation:
The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

SUBTOTAL	$7,950.00
TAX (6%)	$477.00
TOTAL	**USD $8,427.00**

Thank You for Reviewing our Estimate.
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*. Due to ongoing disruptions in the global supply chain, escalating steel prices, and the general uncertainty surrounding parts availability, our quoted pricing is valid for a duration of 15 days, and the lead times provided are subject to potential adjustments at any time

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DMV Gates & Security Solutions

Business Number 888-958-5815

202-505-4445

https://www.dmvgates.com

office@dmvgates.com

ESTIMATE

EST4405

DATE

Feb 3, 2026

TOTAL

USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy

Upper Marlboro, MD

20774

(301) 390-1721

manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Deer Run Estates Visitors Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops	$5,300.00	1	$5,300.00

Includes:
One (1) Interrupt Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

SUBTOTAL	$5,300.00
TAX (6%)	$318.00
TOTAL	**USD $5,618.00**

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202-505-4445
https://www.dmvgates.com
office@dmvgates.com

ESTIMATE
EST4396

DATE
Feb 3, 2026

TOTAL
USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy
Upper Marlboro, MD
20774
(301) 390-1721
manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Fox Turn Residents Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops	$5,300.00	1	$5,300.00

Includes:
One (1) Interrupt Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

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office@dmvgates.com

ESTIMATE

EST4397

DATE

Feb 3, 2026

TOTAL

USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy

Upper Marlboro, MD

20774

(301) 390-1721

manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Fox Turn Visitors Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops	$5,300.00	1	$5,300.00

Includes:
One (1) Interrupt Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

SUBTOTAL	$5,300.00
TAX (6%)	$318.00
TOTAL	**USD $5,618.00**

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DMV Gates & Security Solutions

Business Number 888-958-5815

202-505-4445

https://www.dmvgates.com

office@dmvgates.com

ESTIMATE

EST4401

DATE

Feb 3, 2026

TOTAL

USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy

Upper Marlboro, MD

20774

(301) 390-1721

manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Pine Valley Visitors Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops	$5,300.00	1	$5,300.00

Includes:
One (1) Interrupt Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

SUBTOTAL	$5,300.00
TAX (6%)	$318.00
TOTAL	**USD $5,618.00**

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DMV Gates & Security Solutions

Business Number 888-958-5815

202-505-4445

https://www.dmvgates.com

office@dmvgates.com

ESTIMATE

EST4402

DATE

Feb 3, 2026

TOTAL

USD $8,427.00

TO

Oak Creek

14505 Mary Bowie Pkwy

Upper Marlboro, MD

20774

(301) 390-1721

manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Queen Anne Residents Lane Loop System The Procurement and Installation of a Three (3) Vehicle Detection Loops	$7,950.00	1	$7,950.00

Includes:
One (1) Interrupt Loop
One (1) Shadow Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Three (3) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT

The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations.

Item: Loop Detector
For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL.
Height: 1 1/8 in
Width: 2 3/4 in
Color: Black
Type: Plug In
Operation: Commercial and Industrial Grade
Length: 8 in

Include Labor & Installation:
The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

SUBTOTAL	$7,950.00
TAX (6%)	$477.00
TOTAL	**USD $8,427.00**

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DMV Gates & Security Solutions

Business Number 888-958-5815

202-505-4445

https://www.dmvgates.com

office@dmvgates.com

ESTIMATE

EST4403

DATE

Feb 3, 2026

TOTAL

USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy

Upper Marlboro, MD

20774

(301) 390-1721

manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Queen Anne Visitors Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops Includes: One (1) Interrupt Loop One (1) Closing Loop Asphalt Cut down by 1.5" Seal/patch Asphalt pavement Running and connecting Wires to the new operator. Labor & Installation: The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.	$5,300.00	1	$5,300.00

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

SUBTOTAL	$5,300.00
TAX (6%)	$318.00
TOTAL	**USD $5,618.00**

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https://www.dmvgates.com
office@dmvgates.com

ESTIMATE
EST4400

DATE
Feb 3, 2026

TOTAL
USD $5,618.00

TO

Oak Creek

14505 Mary Bowie Pkwy
Upper Marlboro, MD
20774
(301) 390-1721
manager@oakcreekclub.com

DESCRIPTION	RATE	QTY	AMOUNT
Pine Valley Residents Lane Loop System The Procurement and Installation of a Two (2) Vehicle Detection Loops	$5,300.00	1	$5,300.00

Includes:
One (1) Interrupt Loop
One (1) Closing Loop
Asphalt Cut down by 1.5"
Seal/patch Asphalt pavement
Running and connecting Wires to the new operator.

Labor & Installation:
The purchase of Vehicle Detection Loops includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.

The Procurement and Installation of Two (2) Loop Detectors

DESCRIPTION	RATE	QTY	AMOUNT
The Plug-in loop detector is designed for use with CSL24V DC, CSW24V DC, INSL24UL, LA5001PKGDC, LA500DC, and LA500DCS gate operators. It has a height of 1 1/8 inches, width of 2 3/4 inches, and a length of 8 inches. The loop detector is black in color and features a plug-in design. It is suitable for commercial and industrial grade operations. Item: Loop Detector For Use With: CSL24VDC, CSW24VDC, LA5001PKGDC, LA500DC, LA500DCS , INSL24UL. Height: 1 1/8 in Width: 2 3/4 in Color: Black Type: Plug In Operation: Commercial and Industrial Grade Length: 8 in Include Labor & Installation: The purchase of Loop Detectors includes labor and installation services, providing a comprehensive solution for the installation process. Our skilled technicians will handle the installation, ensuring a professional and hassle-free experience. Additionally, we offer a 60-day labor warranty, providing peace of mind and support for any issues that may arise during this period.			

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CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Community Access PG County Law Enforcement MOU

Motion by:

"I move to accept the Access Committee's recommendation and direct Management and Association legal counsel to coordinate with the Prince George's County Police Department regarding the development of a Memorandum of Understanding (MOU), or similar enforcement agreement, for traffic enforcement within Oak Creek Club."

Summary:

The Access Committee has expressed continued concern regarding speeding, reckless driving, and other unsafe traffic behaviors within the community. The Committee's report cites repeated resident complaints, vehicle accidents, property damage, injuries, and the limitations of HOA enforcement tools on private roads. The report concludes that a formal partnership with PGCPD would provide an additional enforcement mechanism to improve roadway safety while complementing existing Association enforcement efforts.

The report also recommends that any law enforcement partnership be combined with additional traffic calming measures, including enhanced signage, resident education, incident tracking, and evaluation of physical traffic-calming devices.

CAMP Recommendation:

Management recommends that the Board determine whether to pursue a Memorandum of Understanding (MOU), or similar enforcement agreement, with the Prince George's County Police Department to enhance traffic enforcement within Oak Creek Club.

Budget:

There is no immediate budget impact associated with accepting this recommendation.

OAK CREEK HOMEOWNERS ASSOCIATION
ACCESS COMMITTEE REPORT COVER SHEET

Title of Report:
Recommendation to Establish and Approve a Memorandum of Understanding (MOU) / Enforcement Agreement with Prince George's County Police Department for Traffic Enforcement in Oak Creek

---

Prepared by:
Access Committee

Submitted to:
Oak Creek HOA Board of Directors

Date:
[Insert Board Meeting Date]

Purpose of Report:
This report presents the Access Committee's formal recommendation that the Board of Directors authorize and approve a Memorandum of Understanding (MOU) or similar enforcement agreement with the Prince George's County Police Department to enable traffic enforcement within the Oak Creek community. The report outlines the necessity of enhanced enforcement measures, evaluates associated risks and liabilities, and provides a structured action plan to improve roadway safety and compliance with the community's established speed limits.

Summary of Contents:
This report includes a comprehensive analysis of current traffic safety conditions within Oak Creek, the legal and operational justification for entering into an enforcement agreement, and a detailed review of alternative and supplemental measures to mitigate speeding. It further presents recommended Board findings, implementation strategies, and a proposed motion for Board consideration.

The Table of Contents that follows provides a structured outline of all sections contained within this report, including:

- Background and existing conditions related to traffic safety
- Justification for enhanced enforcement through law enforcement partnership
- Legal authority of the Board to approve the agreement
- Recommended scope and terms of the MOU
- Alternative and supplemental traffic calming strategies
- A phased action plan for implementation
- Formal recommendations and proposed Board motion

Contents

Access Committee Report to the Oak Creek HOA Board

Recommendation to Establish and Approve an MOU / Enforcement Agreement with Prince George's County Police Department for Traffic Enforcement in Oak Creek

Prepared by: Access Committee
For: Oak Creek HOA Board of Directors
Date: [Insert Date]

Executive Summary

The Access Committee respectfully recommends that the Oak Creek HOA Board approve and implement a **Memorandum of Understanding (MOU)** or similar formal enforcement agreement with the **Prince George's County Police Department (PGCPD), including local district patrol and any specialized traffic enforcement unit**, to permit and facilitate the enforcement of traffic laws—particularly **speeding, reckless driving, and other dangerous vehicle conduct—within the private, gated roads of Oak Creek**.

This recommendation is based on an urgent and ongoing **community safety issue**:

- The posted speed limit in Oak Creek is **20 MPH**
- Residents and visitors routinely exceed this limit
- The community has experienced **multiple accidents and near misses**
- Incidents have resulted in **hospitalizations, resident injuries, and property damage**
- The private and gated nature of the community has limited consistent public enforcement without formal Board action and coordination

The Access Committee believes that **speeding is now a serious life-safety risk**, not merely a nuisance or rules compliance issue. A formal enforcement relationship with PGCPD is one of the most effective and defensible ways to deter dangerous driving, reduce liability exposure for the Association, and protect residents, guests, staff, and property.

---

1. Purpose of this Report

The purpose of this report is to:

1. Recommend that the Board **establish and approve an MOU / enforcement agreement** with Prince George's County Police
2. Justify why such action is necessary and in the best interests of the Association
3. Demonstrate that the Board has authority to take this action under the governing documents
4. Outline operational and legal benefits of partnering with law enforcement
5. Provide **alternative and supplemental traffic calming measures** the Board can adopt alongside police enforcement

---

2. Background and Current Conditions

Oak Creek is a **private, gated residential community** with internal roads that function as shared travel corridors for:

- Homeowners
- Family members and guests
- Delivery drivers
- Contractors and vendors
- Community management staff
- Security and access personnel
- Emergency responders
- Pedestrians, joggers, dog walkers, and children

Despite a clearly established **20 MPH speed limit**, the community has experienced repeated incidents of:

- Excessive speeding
- Aggressive or reckless driving
- Failure to stop or slow at intersections
- Unsafe driving by residents and non-residents
- Vehicle collisions and avoidable crashes
- Damage to Association and/or homeowner property
- Physical injuries, including **hospitalizations**

Because Oak Creek's roads are private, enforcement has historically been inconsistent or limited unless the Association affirmatively authorizes access and coordination with public law enforcement.

---

3. Why the MOU / Enforcement Agreement is Necessary

A. Speeding is a Life-Safety Threat

This is first and foremost a **public safety issue**.

Unlike many HOA rule violations, speeding creates immediate risk of:

- Serious bodily injury
- Permanent disability
- Death
- Harm to pedestrians and children
- Increased danger for elderly residents and mobility-impaired individuals
- Delayed or obstructed emergency response access
- Secondary collisions involving gates, medians, signage, and parked vehicles

Given the history of **multiple incidents and hospitalizations**, the Association can no longer treat speeding as an occasional inconvenience. It has become a **pattern of dangerous conduct** requiring formal intervention.

B. HOA Self-Enforcement Alone is Not Sufficient

While the HOA can adopt rules, issue notices, levy fines (where permitted), and suspend privileges, those tools alone are often insufficient to stop dangerous drivers because:

- Violators may ignore warning letters or internal sanctions
- HOA enforcement is often delayed and reactive
- Speeding is difficult to prove without documented observation or equipment
- Security personnel may lack legal authority to stop or cite vehicles
- HOA volunteers and committee members should not be placed in confrontational enforcement roles
- Internal enforcement can create disputes, claims of selective enforcement, or neighbor-to-neighbor conflict

Public police enforcement provides:

- Immediate authority
- Neutral third-party enforcement

- Statutory ticketing power
- Stronger deterrence
- Objective evidence and documentation
- More consistent compliance over time

C. The Association Has a Duty to Act Reasonably Once the Risk is Known

The Board is now aware of:

- Repeated speeding
- Prior accidents
- Physical injuries and hospitalizations
- Property damage
- Ongoing foreseeable risk to residents and guests

Once an Association knows of a recurring hazardous condition on common areas or common roads, it should take **reasonable, documented steps** to mitigate that risk.

Approving a law-enforcement MOU demonstrates that the Board is acting prudently by:

- Recognizing a known hazard
- Implementing a reasonable corrective strategy
- Using lawful, professional enforcement mechanisms
- Protecting residents and the Association from future preventable harm

---

D. Failure to Act May Increase HOA Liability Exposure

If the Board does not respond meaningfully to known speeding issues after repeated incidents, the Association may face increased exposure in the event of future injuries or damage, including claims that:

- The HOA knew speeding was a serious recurring danger
- The HOA failed to implement available controls
- The HOA relied on ineffective measures despite known injuries
- The HOA failed to coordinate with public safety agencies
- The HOA did not adequately protect common areas and residents

A formal enforcement agreement is not a guarantee against liability, but it is strong evidence that the Board took **reasonable and proactive steps**.

4. Authority of the Board to Approve the Resolution / MOU

The attached proposed policy resolution already provides a sound basis for Board action.

It states that:

- **Article IV, Section 4.1(4) of the Bylaws** empowers the Board to adopt reasonable rules and regulations; and
- **Article VIII, Section 8.2(b) of the Declaration** requires compliance with valid laws and governmental regulations applicable to the Association.

The resolution further provides that:

- The **Prince George's County Police Department is authorized to enforce local laws and regulations** on the common-area private roads, including speeding, reckless driving, and trespassing
- The Association will provide **reasonable access and entry** to law enforcement officers for patrol and enforcement
- The Association retains the right to pursue **HOA fines or sanctions** when a legal violation also violates the governing documents

Conclusion on Authority

Based on the attached draft, the Board appears to have a clear governance basis to:

- Approve a policy resolution
- Authorize police access
- Enter into an MOU or operational agreement
- Maintain separate HOA enforcement rights

Recommendation: Have HOA counsel review the final MOU and resolution language before execution to ensure consistency with the Declaration, Bylaws, insurance obligations, and any county requirements.

5. Why Prince George's County Police Is the Right Partner

A formal partnership with PGCPD is the most effective option because it provides:

A. Legal Citation Authority

Police can issue enforceable citations for:

- Speeding
- Reckless driving
- Failure to obey signs
- Other moving violations
- Potential trespassing or unauthorized entry when applicable

B. Strong Deterrence

The risk of a real ticket, fines, points, and court consequences is far more effective than HOA warning letters alone.

C. Neutral, Professional Enforcement

Using law enforcement avoids:

- Personal disputes among neighbors
- Claims of favoritism
- Confrontations involving volunteers, Board members, or security staff

D. Access to Specialized Traffic Enforcement

A specialized or targeted traffic unit can conduct:

- Directed patrols during peak violation periods
- Speed enforcement details
- High-visibility enforcement campaigns
- Data-based deployment after resident complaints or incident reports

E. Better Documentation

Police reports and citations create objective records useful for:

- Pattern tracking
- Board decision-making
- Insurance support
- Legal defense
- Justifying future traffic calming capital projects

---

6. Recommended Scope of the MOU / Enforcement Agreement

The Access Committee recommends the Board seek an MOU (or similar written operational agreement) that includes the following:

Core Terms

1. **Authorization for PGCPD access** to Oak Creek's private roads and common areas for law enforcement purposes
2. **Authority to enforce traffic laws**, including:
    - Speeding over 20 MPH
    - Reckless or aggressive driving
    - Failure to stop / obey signage
    - Illegal passing or unsafe maneuvering
3. **Directed enforcement capability** during complaint-heavy periods
4. **Coordination with specialized traffic enforcement division/unit**, where available
5. **Emergency access procedures** through gates and entry points
6. **Communication protocol** between:
    - HOA Board
    - CAMP / management
    - Access Committee
    - Gate / security personnel
    - PGCPD district and/or traffic contact
7. **Periodic review of effectiveness** (e.g., 90 days, 6 months, 12 months)
8. **Reservation of HOA authority** to issue community sanctions separately when violations also breach HOA rules

---

7. Recommended Board Findings (Suggested Justification Language)

The Board may wish to formally state the following findings in its motion or minutes:

- The Board has received repeated complaints and reports of speeding and unsafe driving within Oak Creek
- The speed limit within the community is 20 MPH
- Multiple prior incidents have resulted in accidents, injuries, hospitalizations, and property damage
- Speeding presents a foreseeable and substantial threat to resident health and safety
- Existing HOA-only enforcement measures have not been sufficient to deter dangerous conduct
- The Board has authority under the governing documents to adopt rules, permit law enforcement access, and protect the common areas
- Authorizing Prince George's County Police enforcement on the private roads is a reasonable, necessary, and proportionate safety measure
- The action is in the best interest of the Association and its residents

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8. Alternative and Supplemental Measures to Control Speeding

Even with police enforcement, the Access Committee recommends a **layered approach**. No single tool will solve the problem alone.

A. Traffic Calming Infrastructure (Highest Impact)

1. Speed Humps / Speed Tables

Best long-term physical deterrent.

Pros:

- Forces actual speed reduction
- Effective 24/7
- Works even when police are absent

Cons:

- Requires engineering review
- Cost for installation and signage
- May affect emergency response or resident comfort if overused

Recommendation: Strongly consider for chronic problem corridors.

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2. Radar Speed Feedback Signs ("Your Speed" Signs)

Electronic signs that display the driver's current speed.

Pros:

- Immediate behavioral feedback
- Less confrontational than ticketing
- Good for entrances, long straightaways, and known speeding zones

Cons:

- Some drivers ignore them over time
- Requires power/solar and maintenance

Recommendation: Install at key approaches and rotate locations if possible.

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3. Additional Speed Limit Signage / Pavement Markings

Examples:

- "20 MPH" signs
- Painted roadway markings ("SLOW," "20 MPH")
- Stop bars at intersections
- Reflective warning signs near curves and pedestrian-heavy areas

Pros:

- Relatively low cost
- Improves notice and supports enforcement

Cons:

- Less effective by itself

Recommendation: Do this immediately regardless of other actions.

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4. Rumble Strips / Raised Crosswalks (If Appropriate)

Can slow vehicles at key pedestrian crossings or near amenities.

Recommendation: Consider only after engineering review and resident input.

B. Administrative / Enforcement Alternatives

5. HOA Internal Fine Schedule for Speeding / Dangerous Driving

Adopt or strengthen a formal schedule for residents and resident-sponsored guests.

Example escalating structure:

- 1st offense: written warning
- 2nd offense: $100 fine
- 3rd offense: $250 fine
- 4th offense: $500 fine + hearing + amenity/access sanctions (if allowed)

Important: Must align with governing documents and due process requirements.

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6. Guest / Vendor Accountability Rules

Require residents to be responsible for:

- Contractors
- Deliveries
- Houseguests
- Rideshare and service vehicles

If a vendor repeatedly speeds, management may:

- Warn vendor
- Restrict vendor access
- Require resident sponsorship review

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7. Incident Tracking and License Plate Documentation

Create a standardized reporting system for:

- Date/time
- Location
- Vehicle description
- Plate number
- Direction of travel

- Speed estimate
- Witnesses
- Video/photo if available

This helps identify patterns and supports both HOA and police action.

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8. Gate / Access System Data Coordination

If permitted by privacy rules and counsel review, use gate-entry logs to help identify repeat violators after documented incidents.

Use carefully and only with clear policy controls.

C. Community Awareness / Behavior Change Measures

9. Resident Education Campaign

Launch a "20 Means 20" safety campaign:

- Newsletter notices
- Gate signage
- Email blasts
- Community app posts
- Reminder that speeding has already caused injuries and property damage

Tone: Firm, factual, safety-centered—not accusatory.

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10. Targeted Warning Period Before Full Enforcement

Optional short rollout:

- 2–4 week warning period
- Visible signs: "Police Speed Enforcement Begins [Date]"
- Then transition to active enforcement

This gives residents notice and may reduce pushback.

D. Security / Operational Alternatives

11. Security Patrol Observation and Referral Program

If Oak Creek uses gate/security staff, they can:

- Observe and document violations
- Report repeat offenders to management
- Coordinate with police for directed patrol times

Important: Security should **not** attempt traffic stops unless specifically authorized and trained.

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12. Temporary Portable Speed Trailer

A trailer-mounted radar display can be deployed in high-complaint zones.

Pros: High visibility and useful data collection
Cons: Rental or purchase cost

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9. Recommended Multi-Step Action Plan

The Access Committee recommends the Board adopt the following sequence:

Immediate (0–30 Days)

1. Approve the **policy resolution** authorizing PGCPD enforcement on private roads
2. Direct HOA counsel / management to finalize the **MOU or operational agreement**
3. Notify PGCPD district command and request contact with:
    - Community policing liaison
    - Traffic enforcement unit / specialized division
4. Install or refresh **20 MPH signage**
5. Launch resident communication: **"Speeding enforcement is coming"**

Near Term (30–90 Days)

6. Begin **directed police patrols**
7. Establish a **speeding incident reporting log**
8. Adopt or update **HOA fine schedule** for resident/guest speeding
9. Evaluate **radar feedback sign** proposals

10. Obtain quotes for **speed humps / traffic calming**

Medium Term (90–180 Days)

11. Review police enforcement outcomes:

- Number of stops
- Number of citations
- Resident complaints
- Incident reductions

12. Implement permanent **traffic calming infrastructure** at chronic hotspots
13. Adjust enforcement windows and signage as needed

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10. Recommended Motion for the Board

Suggested Board Motion:

"I move that the Oak Creek HOA Board adopt the proposed policy resolution authorizing Prince George's County Police Department to enforce applicable laws, including speeding, reckless driving, and trespassing, on the Association's private roads; further authorize management and legal counsel to finalize and execute a Memorandum of Understanding or similar operational agreement with Prince George's County Police, including coordination with local district patrol and any specialized traffic enforcement division; and direct management to implement complementary traffic-calming and enforcement measures, including signage, resident notice, incident tracking, and evaluation of speed control infrastructure."

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11. Access Committee Recommendation

The Access Committee **strongly recommends approval**.

Given the repeated history of speeding, accidents, injuries, hospitalizations, and property damage, the Board should act now to establish a formal and sustainable enforcement mechanism.

A formal MOU / enforcement agreement with Prince George's County Police is:

- Reasonable
- Necessary
- Defensible
- Safety-focused

- Within the Board's authority
- Consistent with the attached policy resolution
- In the best interests of Oak Creek residents and the Association

The attached proposed resolution already provides a clear policy basis for authorizing Prince George's County Police to enforce local laws on Oak Creek's private roads and for the Association to provide access for patrol and enforcement.

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12. Final Conclusion

The Board should approve the MOU / enforcement agreement and move quickly to implement a layered traffic safety strategy.

Because the speed limit is **20 MPH**, and because speeding has already led to **hospitalizations and property damage**, continued inaction presents unnecessary risk to residents and the Association alike.

Recommended approach:
Police enforcement + HOA sanctions + physical traffic calming + resident education

That combination offers the best chance of:

- Reducing dangerous speeds
- Preventing further injuries
- Protecting property
- Demonstrating responsible governance
- Preserving the safety and quality of life within Oak Creek

OAK CREEK CLUB HOMEOWNERS ASSOCIATION, INC.

POLICY RESOLUTION No. 2021-__

PRINCE GEORGE'S COUNTY POLICE LAW ENFORCEMENT

WHEREAS, Article IV, Section 4.1(4) of the Bylaws of the Oak Creek Club Homeowners Association, Inc. (the "Association") empower the Board of Directors ("Board") to adopt reasonable rules and regulations; and

WHEREAS, Article VIII, Section 8.2(b) of the Declaration of the Association provides for the compliance with all valid laws, zoning, and other ordinances and regulations of all governmental agencies having jurisdiction thereof relating to any portion of the Association; and

WHEREAS, the Board deems it appropriate and in the best interest of the Association to engage public law enforcement to preserve and maintain the health and safety of the community;

NOW, THEREFORE, BE IT RESOLVED that the Board adopts the following operating procedures to permit the public enforcement of local laws and regulations on the streets of the Association:

A. The Prince George's County Police Department is hereby authorized to enforce local laws and regulations, including but not limited to speeding, reckless driving, and trespassing violations on the common area private roads within the Association.

B. The Association will provide reasonable access and entry to all duly authorized law enforcement officers of the Prince George's County Police Department for the purpose of patrolling the Association to maintain compliance with local laws and regulations, particularly with respect to enforcing violations of applicable speed limits, reckless driving, and trespassing.

C. The Association shall reserve the right to pursue fines and other sanctions against Members of the Association for any and all violations of local laws and regulations, which violation also constitutes a violation of the Association's Declaration or other governing documents.

OAK CREEK CLUB HOMEOWNERS ASSOCIATION, INC.

RESOLUTION ACTION SHEET

Resolution Number: _____.

Resolution Title: _____

Date of Adoption: _____

The above-referenced Resolution was adopted by the Board of Directors as of the date set forth.

Signatures: Vote: (Y/N)

_____ _____
Director

_____ _____
Director

_____ _____
Director

_____ _____
Director

_____ _____
Director

ATTEST:

_____ _____
Secretary Date

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: RELIABLE EMAIL NOTIFICATIONS- Communications Committee

Motion by:

"I move to approve that the Board acknowledge the Communications Committee's recommendation and include reliable resident email communications as a discussion item during the 2026-2027 Strategic Planning process."

Second by:

Summary:

The Communications Committee recommends that reliable email notifications be included as a 2026-2027 strategic planning priority.

At the May 18, 2026, Communications Committee meeting, the Committee discussed concerns regarding residents not consistently receiving HOA email communications. Reliable email communication is foundational to resident engagement, meeting notices, election information, budget updates, community reminders, and other official Association business.

The Committee is not requesting approval of a vendor, contract, expenditure, policy change, or final implementation plan at this time. The purpose of this request is to preserve this issue as a Board strategic planning priority and to seek Board guidance on whether the Committee should proceed with additional review and recommendations.

Initial areas for review by the Committee may include:

1. Coordination between management, website vendors, and any third-party notification tools
2. Email bounce-back, delivery, opt-in, or opt-out issues
3. CiraNet resident records and email fields
4. Procedures for residents who report communication problems
5. Resident contact verification and processes
6. Duplicate, outdated, or incomplete resident contact records

7. Whether additional resident outreach is needed to confirm current email addresses and communication preferences

CAMP Recommendation:

Management recommends that the Board acknowledge the Communications Committee's recommendation and include reliable resident email communications as a discussion item during the 2026–2027 Strategic Planning process.

Management further recommends that the Board authorize the Communications Committee, in collaboration with Management, to evaluate the current communication process and identify opportunities to improve the reliability of Association email notifications. This review may include assessing resident contact records, email delivery performance, communication procedures, and coordination with the Association's software and service providers.

Upon completion of its review, the Committee should present its findings, along with any recommended process improvements, policy changes, budget considerations, or technology enhancements, to the Board for future consideration and direction. No vendor selection, contractual commitment, or financial expenditure is recommended at this time.

Budget:

No expenditure is requested at this time. Potential future budget implications may arise if the Board later determines that the Association should pursue email system improvements, vendor assistance, platform upgrades, or other tools. Any future funding request will be submitted separately for Board approval.

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Quarterly Resident Newsletter- Communications Committee

Motion by:

"I move to approve that the Board acknowledge the Communications Committee's recommendation and include the development of a quarterly resident newsletter as a discussion item during the 2026-2027 Strategic Planning process."

Second by:

Summary:

The Communications Committee recommends that issuing quarterly resident newsletters be included as a 2026-2027 strategic planning priority.

At the May 18, 2026 Communications Committee meeting, the Committee discussed the need for clearer and more consistent communication with residents. A recurring resident newsletter or community update could provide homeowners with accessible information about Association business, Board actions, committee updates, upcoming meetings, budget matters, community reminders, and homeowner education topics.

The Committee is not requesting approval of a final newsletter format, schedule, dissemination plan, vendor, software, or expenditure at this time. The purpose of this request is to preserve the concept of the newsletter as a Board strategic planning priority and to seek Board guidance before the Committee develops a more detailed recommendation.

CAMP Recommendation:

Management recommends that the Board acknowledge the Communications Committee's recommendation and include the development of a quarterly resident newsletter as a discussion item during the 2026–2027 Strategic Planning process.

Management further recommends that the Board authorize the Communications Committee, in collaboration with Management, to evaluate the purpose, content, publication schedule, and distribution methods for a recurring community newsletter. The Committee should also consider how the newsletter can complement

existing communication channels while providing residents with timely updates on Board actions, committee activities, community events, homeowner education, and other important Association information.

Upon completion of its review, the Communications Committee should present a detailed proposal to the Board that includes recommended content, publication frequency, production responsibilities, distribution methods, and any associated budget or resource requirements. No final newsletter format, vendor selection, software purchase, or financial commitment is recommended at this time.

Budget:

No expenditure is requested at this time. Potential future budget implications may arise if the Board later determines that the Association should pursue newsletter software, design support, printing, mailing, accessibility tools, or other publication-related support. Any future funding request will be submitted separately for Board approval.

CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: Website and Resident Communication Platform Evaluation- Communications Committee

Motion by:

"I move to approve hat the Board acknowledge the Communications Committee's recommendation and include a comprehensive evaluation of the Association's website and resident communication platforms as a discussion item during the 2026-2027 Strategic Planning process."

Second by:

Summary:

The Communications Committee recommends that evaluation of the Association's website and resident communication platforms be included as a 2026-2027 strategic planning priority.

At the May 18, 2026 Communications Committee meeting, the Committee discussed concerns about the functionality, accessibility, and usefulness of the current website and related communication tools. Committee members noted that residents need easier access to current, accurate, and well-organized Association information.

The Committee is not requesting approval of a new website, vendor, communication platform, contract, expenditure, or policy change at this time. The purpose of this request is to preserve website/platform evaluation as a Board strategic planning priority and to seek Board guidance before the Committee undertakes additional research or develops a future recommendation.

Initial areas for review may include:

1. Current website organization and ease of navigation
2. Availability of current Board and committee information
3. Access to meeting notices, minutes, agendas, governing documents, and archived materials
4. Resident access to land swap information and other major community issues
5. Homeowner onboarding materials and resident education resources
6. Relationship between the HOA website, CiraNet, text alerts, email notifications, and any social media use
7. Whether current tools adequately support official Association communications
8. Prior Management or committee research regarding website vendors or platform improvements
9. Any legal concerns related to interactive resident communication tools

CAMP Recommendation:

Management recommends that the Board acknowledge the Communications Committee's recommendation and include a comprehensive evaluation of the Association's website and resident communication platforms as a discussion item during the 2026–2027 Strategic Planning process.

Management further recommends that the Board authorize the Communications Committee, in collaboration with Management, to evaluate the effectiveness of the Association's current communication tools and identify opportunities to improve resident access to information, transparency, and overall user experience. As part of this evaluation, the Committee should review website functionality, content organization, integration with existing communication platforms (including CiraNet, email notifications, text alerts, and social media, where applicable), resident accessibility, and any legal or operational considerations associated with potential enhancements.

Upon completion of its review, the Communications Committee should present its findings and recommendations to the Board, including any proposed website improvements, communication platform enhancements, implementation strategies, budget considerations, or policy recommendations. No website redesign, vendor selection, contractual commitment, software purchase, or financial expenditure is recommended at this time.

Budget:

No expenditure is requested at this time. Potential future budget implications may arise if the Board later determines that the Association should pursue newsletter software, design support, printing, mailing, accessibility tools, or other publication-related support. Any future funding request will be submitted separately for Board approval.

TAB

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CAMP
COMMUNITY ASSOCIATION MANAGEMENT PROFESSIONALS

Oak Creek Club Homeowners Association, Inc.
Board Decision Request
August 11, 2026

TOPIC: CLOSED EXECUTIVE SESSION

Motion by:

"I move that the Board enter into a Closed Executive Session pursuant to the Maryland Homeowners Association Act to discuss matters permitted by law, including confidential and/or privileged information."

Second by:

Summary: Management recommends a closed meeting to discuss business matters pertaining to Oak Creek Club HOA, Inc. in accordance with the Maryland HOA Act

§ 11B-111. Meetings of homeowners association or its governing body.

"(4) A meeting of the board of directors or other governing body of the homeowners association or a committee of the homeowners association may be held in closed session only for the following purposes:
(i) Discussion of matters pertaining to employees and personnel;
(ii) Protection of the privacy or reputation of individuals in matters not related to the homeowners association's business;
(iii) Consultation with legal counsel on legal matters;
(iv) Consultation with staff personnel, consultants, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters;
(v) Investigative proceedings concerning possible or actual criminal misconduct;
(vi) Consideration of the terms or conditions of a business transaction in the negotiation stage if the disclosure could adversely affect the economic interests of the homeowners association;
(vii) Compliance with a specific constitutional, statutory, or judicially imposed requirement protecting particular proceedings or matters from public disclosure;
(viii) Discussion of individual owner assessment accounts;
(5) If a meeting is held in closed session under paragraph (4) of this section: (i) An action may not be taken and a matter may not be discussed if it is not permitted by paragraph (4) of this section; and (ii) A statement of the time, place, and purpose of a closed meeting, the record of the vote of each board or committee member by which the meeting was closed, and the authority under this section for closing a meeting shall be included in the minutes of the next meeting of the board of directors or the committee of the homeowners association.;"

CAMP Recommendation: Management supports the adoption of this motion.

Budget: N/A

Committee Recommendation (if Any): N/A