

**City of Takoma Park
Façade Advisory Board
Regular Meeting Minutes
September 8, 2015**

The City of Takoma Park Façade Advisory Board met on Tuesday, September 8, 2015 at the Takoma Park Community Center, 7500 Maple Avenue, Takoma Park Maryland.

Members Present: Nick Corcoran, Jim DiLuigi, William Fischer, Lucy Moore, Eric Sepler, Lorraine Pearsall (Historic Takoma alternate)
Members Absent: Darsie Cahall, Rick Leonard
Staff Present: Roz Grigsby
Visitors: Michael Giuliani

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Minutes

The minutes from the July 14, 2015 and July 28, 2015 meeting were reviewed, corrected as necessary, and approved.

3. Takoma Junction Development -- Michael Giuliani, Neighborhood Development Company

Michael Giuliani, representative of the Neighborhood Development Company (NDC), made a presentation about the company's approach and process regarding the Takoma Junction development. He gave a brief description of NDC and the ways in which the project has shifted from the original proposal. Changes include: the facades, which will be more appropriate to the context; residential may be dropped completely; possible tenants include the TPSS Co-op, The Ability Project, Blessed Coffee, restaurateurs. NDC is in conversation with the owner of Takoma Auto Clinic about that property. The R-60 lot will remain a wooded area. NDC is considering both purchase and ground lease options. NDC will develop a Letter of Intent and a Development Agreement with the City, which will identify process and areas of community engagement.

As part of their community outreach plan, NDC is working with a ranking company, specialists in bringing people together to synthesize complex problems and prioritize elements. One such balance NDC is working on is open space and massing; more open space on the property would require greater massing to achieve the square footage needed. NDC expects to use a ranking company for community meetings to help people articulate preferences in the context of project requirements and constraints.

Giulioni posed two questions to the Board: What additional façade-related elements should NDC consider? How can we pro-actively engage with the Façade Advisory Board to expedite the formal approval process? The Board discussed ways NDC can educate and communicate with the community regarding design issues. The U.S. Department of the Interior, National Parks Service, Heritage Preservation Services website provides illustrative guidelines for prominent features of classic American storefront, including proportion, patterns, and fenestration. Board members advised being clear about zoning requirements and restrictions, as well as the break point for making the project work. The design should relate to the surrounding area: blend, respect, compliment.

4. Update on 7212 Carroll Avenue – Montessori School

The Board discussed the “Stop Work” order that had been affixed to the building after the work was begun without a Historic Area Work Permit (HAWP). The Historic Preservation Commission (HPC) met on September 2 and issued the HAWP with specific conditions that need to be addressed before the “Stop Work” order will be lifted.

The Board also discussed the process of City staff issuing letters regarding Board project reviews to the HPC. The Board asked that staff send the minutes and draft letter to the Board following the meeting, with a few days to review and comment before the letter is sent to HPC.

5. City Code Review

The chair of the Board discussed the possibility of the Board reviewing and updating the City code which governs the Façade Advisory Board, in conjunction with the Design Guidelines for Commercial Buildings in the City of Takoma Park. Staff will send the link to the appropriate section of the City Code for the Board to review at a future meeting.

5. 2016 Board Meeting Dates

Staff handed out the 2016 calendar with dates of Board meetings.

6. Adjourn

A motion was made, seconded and passed to adjourn.

Respectfully submitted:



Roz Grigsby
Community Development
Manager

Approved:

William Fischer
Chair