

**City of Takoma Park -- Façade Advisory Board**  
**Regular Meeting Minutes**  
November 10, 2015

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The City of Takoma Park Façade Advisory Board met on Tuesday, November 10, 2015 at the Takoma Park Community Center, 7500 Maple Avenue, Takoma Park Maryland.

**Members Present:** Darsie Cahall, Nick Corcoran, Jim DiLuigi, Rick Leonard, Lucy Moore, Eric Sepler  
**Members Absent:** William Fischer,  
**Staff Present:** Roz Grigsby  
**Visitors:** Gary Brent, representing 1 Columbia Avenue

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**1. Call to Order**

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

**2. Minutes**

The minutes from the September 8, 2015 meeting were approved.

**3. Project Review – 1 Columbia Avenue signage, Gary Brent**

Gary Brent, of MG Permits, attended the meeting to present the signage proposed by Long and Foster for 1 Columbia Avenue. The design, by DMS SignConnection dated 9-18-15, shows a custom fabricated sign, 8’2” wide by 6’ high, illuminated by a gooseneck lamp.

The Board raised concerns over the following items:

1. Scale: The sign would take up too much space on the side of the building, detracting from the historic character of the building. The graphic presented was not to scale.
2. Location: The side of the building, while workable for the previous smaller sign, is not right for the larger, “billboardish” sign proposed.
3. Text: The sign has too much text, is too busy, and looks like a “for sale” sign on the building.
4. Lighting: The gooseneck fixture needs to be lower and focused on the sign.

The Board asked Mr. Brent to consult with his client and come back to the Board with a revised proposal in late November or early December, and Mr. Brent agreed. The Board will hold an extra meeting in order to facilitate approval in a timely manner. Staff will send a query about Board members’ availability for an additional meeting.

**4. Discussion of parking signage in lot at 7000 Carroll Avenue**

The Board discussed the movable sign proposed for the parking lot at 7000 Carroll Avenue. Due to its mobile nature, which does not require County permits, the Board did not see a need to try to get the owner, property manager or parking company to make changes at this time.

**5. City Code Review**

The Board discussed the process and purpose of reviewing the City Code regarding the Façade Advisory Board and the City standards. Staff explained the desire to make some small changes to

make the City Code more uniform by moving the FAB information from Chapter 8, Business, to Chapter 2.16, Administration, where information about other Council-appointed boards and commissions is located. There are more substantive issues about City Standards and how they compare to Montgomery County Standards. Board members asked about the City Attorney reviewing code changes.

Staff will send pdfs of the existing Code (City and County) as well as a red-lined draft of changes to City Code for the Board to consider.

**6. Adjourn**

A motion was made, seconded and passed to adjourn.

Respectfully submitted:



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Rosalind Grigsby  
Community Development Manager

Approved:



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William Fischer  
Chair