

City of Takoma Park

Housing and Community Development Department

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7500 Maple Avenue
Takoma Park, MD 20912

July 30, 2015

Mr. William Kirwan, Chair
Historic Preservation Commission
8787 Georgia Avenue
Silver Spring, MD 20910

RE: 7212 Carroll Avenue, Takoma Park MD

Dear Mr. Kirwan,

The Takoma Park Facade Advisory Board met on July 28, 2015, to review a proposal for the installation of new windows at 7212 Carroll Avenue. The proposal was presented by Ms. Gurcharan Singh, co-owner of the property and Ashish Mayer, their project engineer. The proposal is to be considered by the Historic Preservation Commission.

The Board found the proposal to be in general compliance with the design guidelines developed for the area and approved the proposed window installation with the following four conditions:

1. The windows will be recessed 3-4" into the existing wall.
2. A uniform trim will be installed around the window opening that approximates the profile of that found on the existing store front system.
3. The aluminum window frames and wood trim will be painted to match the front door.
4. The Board DID NOT approve the window sills included in the applicant's proposal.

Thank you for the ongoing efforts of the Commission to preserve the unique architectural character of our historic business district. If you have any questions regarding the Board's action, please call me at 301-891-7205.

Sincerely,

A handwritten signature in black ink, appearing to read "Rosalind Grigsby".

Rosalind Grigsby
Community Development Manager