

**City of Takoma Park -- Façade Advisory Board**  
**Regular Meeting Minutes**  
March 8, 2016

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The City of Takoma Park Façade Advisory Board met on Tuesday, March 8, 2016 at the Takoma Park Community Center, 7500 Maple Avenue, Takoma Park Maryland.

**Members Present:** Darsie Cahall, Nick Corcoran, Jim DiLuigi, William Fischer, Rick Leonard, Lucy Moore, Eric Sepler  
**Members Absent:** none  
**Staff Present:** Roz Grigsby  
**Visitors:** John Urciolo, 6915 and 6917 Laurel 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 board meetings on November 10, 2015 and December 8, 2015 were approved.

**3. Project Review – 6915 and 6917 Laurel Avenue windows, John Urciolo**

John Urciolo, property owner of 6915 and 6917 Laurel Avenue, attended the meeting to present a proposal to replace the original building storefront metal frames and glass with a more modern storefront system that matches adjacent store fronts at Park Florist and the U.S. Post Office. The two properties have cracked glass in multiple locations, causing cold air leaks into the stores.

In the Amendment to the Master Plan for Historic Preservation, approved in June, 1992, the buildings are listed as “non-contributing,” defined as “non-contributing or out of period resource.” The odd numbered addresses from 6915 to 6929 Laurel are identified in the same way.

The Board emphasized that the directive of historic preservation is to 1) repair, 2) replace in kind, 3) replace to match, keeping in the spirit of the original. There was discussion regarding the non-contributing categorization and what changes that may allow, compared to an outstanding resource or a contributing resource. The board also discussed the issues of sustainability and energy. There was agreement that the original building storefront frames will not allow the installation of insulated glass.

The Board discussed aspects of the existing storefront and noted that the profiles and framing on 6915 and 6917 Laurel Avenue are representative of American midcentury “Zouri Store Front” framing. The owner’s proposed changes were not in keeping with the original profiles, sight lines and detail of this historic midcentury storefront. The Board offered suggestions on manufacturers who can fabricate storefront to replace in kind or fabricate to replace to match. The applicant mentioned that these alternate storefronts may increase costs and place pressure on rents.

**Board action:**

Corcoran moved, Cahall seconded, the Board passed the following motion unanimously:

The Board rejects the application as submitted. The applicant has the following options:

1. Repair existing framing in place;
2. Replace storefront framing in kind;

3. Replace to match, with materials and style exhibiting profile and sight lines similar to the existing system. This option requires Board approval.

**4. Membership Terms**

Staff presented the membership roster, noting that two members' terms are expiring on March 30, 2016: Nicholas Corcoran and William Fischer. Mr. Corcoran has served two terms and is not eligible to renew. Mr. Fischer is finishing out a term that was vacant, and indicated he will renew. The Historic Takoma representative and alternate are appointed for one-year terms, also ending March 30<sup>th</sup>. Staff will contact the president of Historic Takoma for a new appointment letter.

**5. Membership Limits in the By-laws**

The FAB by-laws limit members to serving no more than two consecutive terms. There is a lack of clarity on how that limit applies to board members who are initially appointed to finish out a partial term. Staff proposed clarifying the by-laws by changing the language to read:

Board members may serve a maximum of two (2) *full* consecutive terms.  
[Article III, Section 2 Term of Office]

**Board Action:**

Moore moved and Corcoran seconded a motion to amend the by-laws to change the limit to two full consecutive terms. The Board passed the motion unanimously.

**6. City website – Façade Advisory Board page**

The FAB has a page on the City website: <http://takomaparkmd.gov/government/boards-commissions-and-committees/facade-advisory-board/> Staff asked for feedback regarding the type of information the Board would like to see on the web page. Suggestions included breaking out organizational and resource documents in a separate table; including more information documents like the Secretary of the Interior's standards; including information for residents and business owners about the process for doing work in the historic district, possibly by linking to development pages on the website or relocating the information. The Board discussed the possibility of adding information about companies that replicate historic features, recognizing the need to avoid any appearance of endorsement.

**7. Adjourn**

A motion was made, seconded and passed to adjourn.

Respectfully submitted:

Approved:

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Rosalind Grigsby  
Community Development Manager

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William Fischer  
Chair