

City of Takoma Park -- Façade Advisory Board
Regular Meeting Minutes
September 13, 2016

The City of Takoma Park Façade Advisory Board met on Tuesday, September 13, 2016 at the Takoma Park Community Center, 7500 Maple Avenue, Takoma Park Maryland.

Members Present: Darsie Cahall, Jim DiLuigi, William Fischer, Anne Fothergill, Lucy Moore, Lorraine Pearsall, Eric Sepler
Members Absent: Rick Leonard
Staff Present: Roz Grigsby
Visitors: Susan Robb

1. Call to Order

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

2. Introduction of new Board member, Anne Fothergill

Council appointed a new Board member, Anne Fothergill, on September 7. Anne is an urban planner for the District of Columbia and previously worked as a historic preservation planner for Montgomery County. She is a resident of Ward 3. The Board currently has no vacancies.

3. Signage at the Takoma Junction

Staff received a complaint regarding signage at Bikram Yoga (7324 Carroll Avenue), an opaque, vinyl window decal which covers the entire glass in one window. It is the same type of signage used by the Takoma Park Animal Clinic (7330 Carroll Avenue). The Board agreed that both signs violate the County sign code, even though the Animal Clinic sign has been up for years. Neither business received Façade Advisory Board review or a Historic Area Work Permit for the signage. The obscured windows in these two functioning businesses exaggerate the impact of the covered windows of additional Junction properties that are currently vacant or under renovation.

The Board discussed approaching the businesses with information and assistance through personal meetings, and following up with a general letter to businesses in the historic district informing them about the requirements. Pearsall offered to reach out to Bikram Yoga, the Takoma Park Animal Clinic, and the Takoma Postal and Business Center (7304 Carroll Avenue), which also has signage that violates the code. Moore volunteered to draft and circulate a letter to send to businesses.

4. City Code Review

Staff had circulated two sections of City code: chapter 8.40, Commercial District Façade Regulations, and chapter 2.16, Boards and Commissions. For consistency within the code, Staff recommended moving the details establishing the Façade Advisory Board (Article 1, Façade Advisory Board: 8.40.010 to 8.40.050) to chapter 2.16, with other Council-appointed boards and commissions. The sections included would be Purpose, Members, Support staff, Meetings, and Duties.

The second proposed change to the code involved Article 2, Standards (8.40.060 to 8.40.160):

8.04.060 County regulations

- A. *Montgomery County standards and regulations shall apply within all commercial areas of Takoma Park including:*
 - 1. *Building Code regulations (latest version)*
 - 2. *Sign Ordinance Article 59-F of the Montgomery County Code (latest version).*
- B. *The following Takoma Park City Codes shall apply: Chapter 6.12, Property Maintenance Code and Section 10.16.020 of this code.*

The code details specific City standards regarding roofs, exterior walls, architectural details, signs, lighting, rear and side yards, new buildings and compliance procedures.

The Board discussed the current process for businesses in the historic district: Façade Advisory Board review, Historic Area Work Permit application to the Montgomery County Historic Preservation Commission, and Montgomery County Department of Permitting Services permit. The FAB review is submitted to the HPC for consideration as part of the HAWP application. The County provides the enforcement of County code in the commercial district, such as signage and building renovations. The County does not enforce City code. Board members wanted more time to look at the code and the Design Guidelines the Board created in 2011 and will discuss again at a future FAB meeting.

5. Adjourn

A motion was made, seconded and passed to adjourn.

Respectfully submitted:



Rosalind Grigsby, staff

Approved:



William Fischer, Chair