



via email

September 15, 2016

SUZANNE R. LUDLOW
CITY MANAGER
CITY OF TAKOMA PARK, MARYLAND
7500 MAPLE AVENUE
TAKOMA PARK, MD 20910
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RE: WEEKLY UPDATE ON LETTER OF INTENT NEGOTIATIONS BETWEEN NDC AND THE TPSS CO-OP

DEAR MS. LUDLOW,

By this letter, Neighborhood Development Company (NDC) is providing an update on negotiations of a Letter of Intent (LOI) between Neighborhood Development Company and the Takoma Park Silver Spring Co-op (TPSS) for lease of approximately 6,000 square feet of gross floor area at Takoma Junction.

TPSS's architect has designed a draft site plan. TPSS's expansion team will be meeting next week to review and discuss the plan. When TPSS is ready to review the plan with NDC, we will set up a meeting to review the plan with NDC, our architect (streetsense) and traffic engineer (TTG), with a goal of finding congruence on a plan that works for TPSS and NDC

Additionally, NDC has completed the drilling of borings with its geotechnical and environmental engineer (ECS) to assist with its study of existing site conditions.

Please feel free to follow up with any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read 'ADRIAN WASHINGTON', is written over a light blue circular stamp or watermark.

ADRIAN WASHINGTON
CEO & FOUNDER
NEIGHBORHOOD DEVELOPMENT COMPANY