



via email

November 04, 2016

SUZANNE R. LUDLOW
CITY MANAGER
CITY OF TAKOMA PARK, MARYLAND
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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.

NDC and TPSS met on Thursday, October 27th. NDC's architect Streetsense presented four working concepts to the Co-op that incorporated feedback from previous discussions, the lessons garnered from exploring numerous on site loading options, as well as a great deal of analysis of common practices for similarly constrained sites throughout the District and Maryland.

The group discussed each scenario to help guide future efforts. TPSS is in the midst of further analyzing the scenarios and presenting their feedback. We look forward to getting additional feedback from TPSS and hope that they can build upon our efforts.

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.

ADRIAN WASHINGTON
CEO & FOUNDER
NEIGHBORHOOD DEVELOPMENT COMPANY