



via email

October 12, 2016

SUZANNE R. LUDLOW  
CITY MANAGER  
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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.

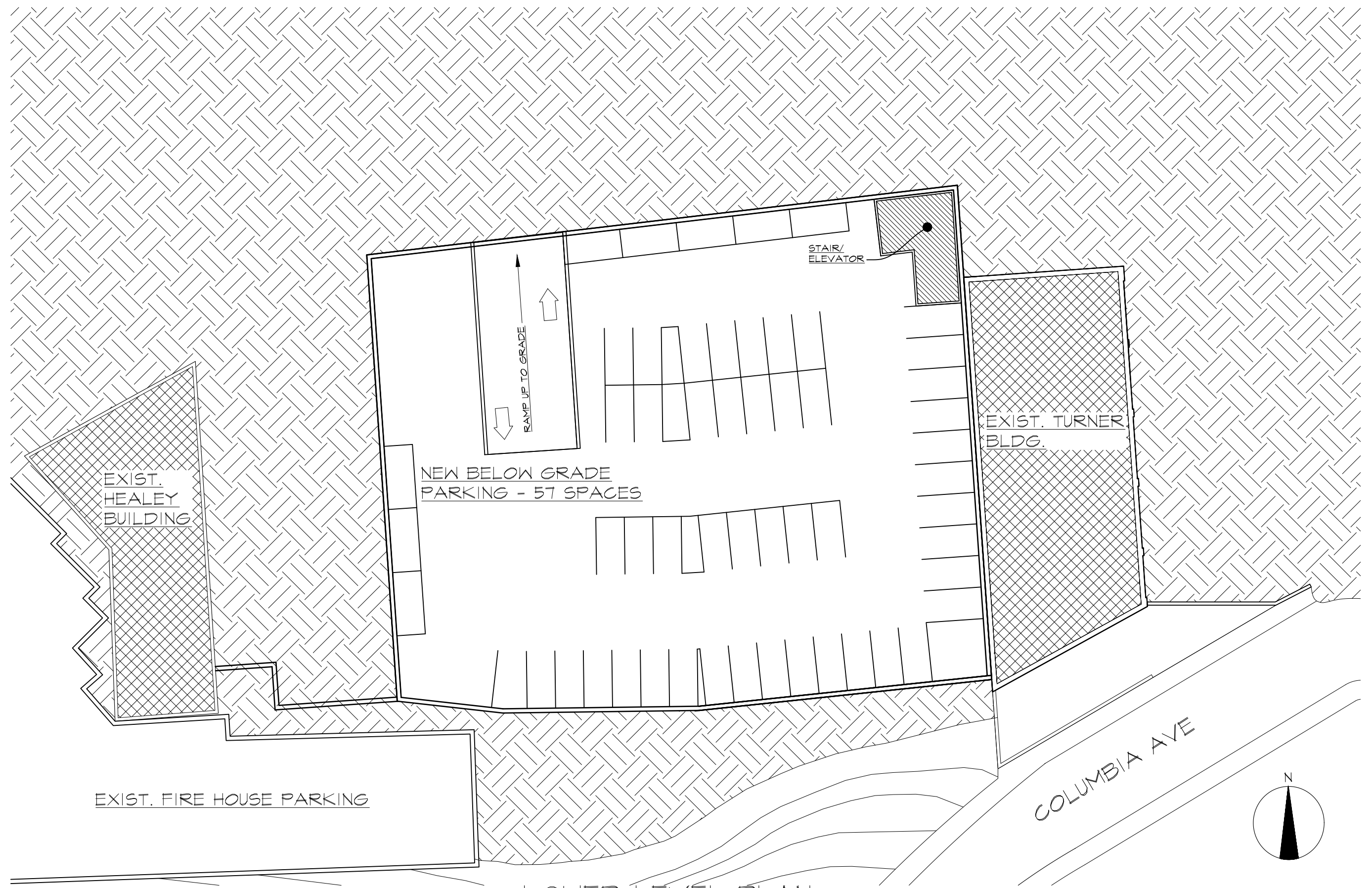
TPSS, NDC and their respective consultant teams met Monday, October 11th, to discuss the site plan that TPSS proposed. NDC also introduced their architect, streetsense, to TPSS. The meeting was productive and both NDC and TPSS agreed to reconvene in two weeks to provide NDC and streetsense sufficient time to digest the discussion and formulate potential site plan options that reflect the issues discussed. We look forward to presenting the site plan options to the Co-op in the coming weeks. Attached you will find the TPSS site plan that was discussed at the October 11th meeting.

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

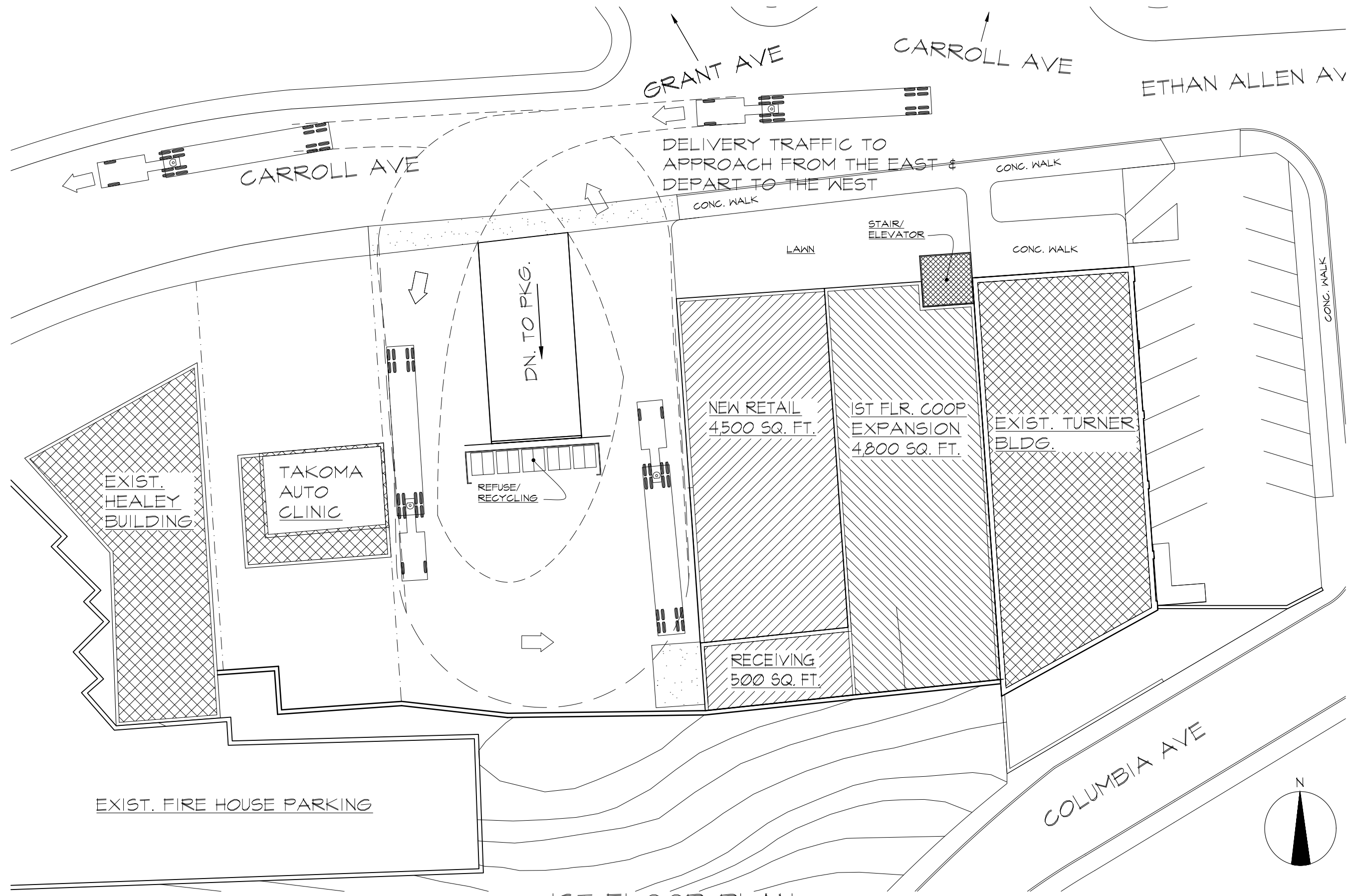
Sincerely,

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

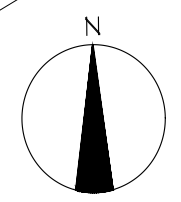
ADRIAN WASHINGTON  
CEO & FOUNDER  
NEIGHBORHOOD DEVELOPMENT COMPANY

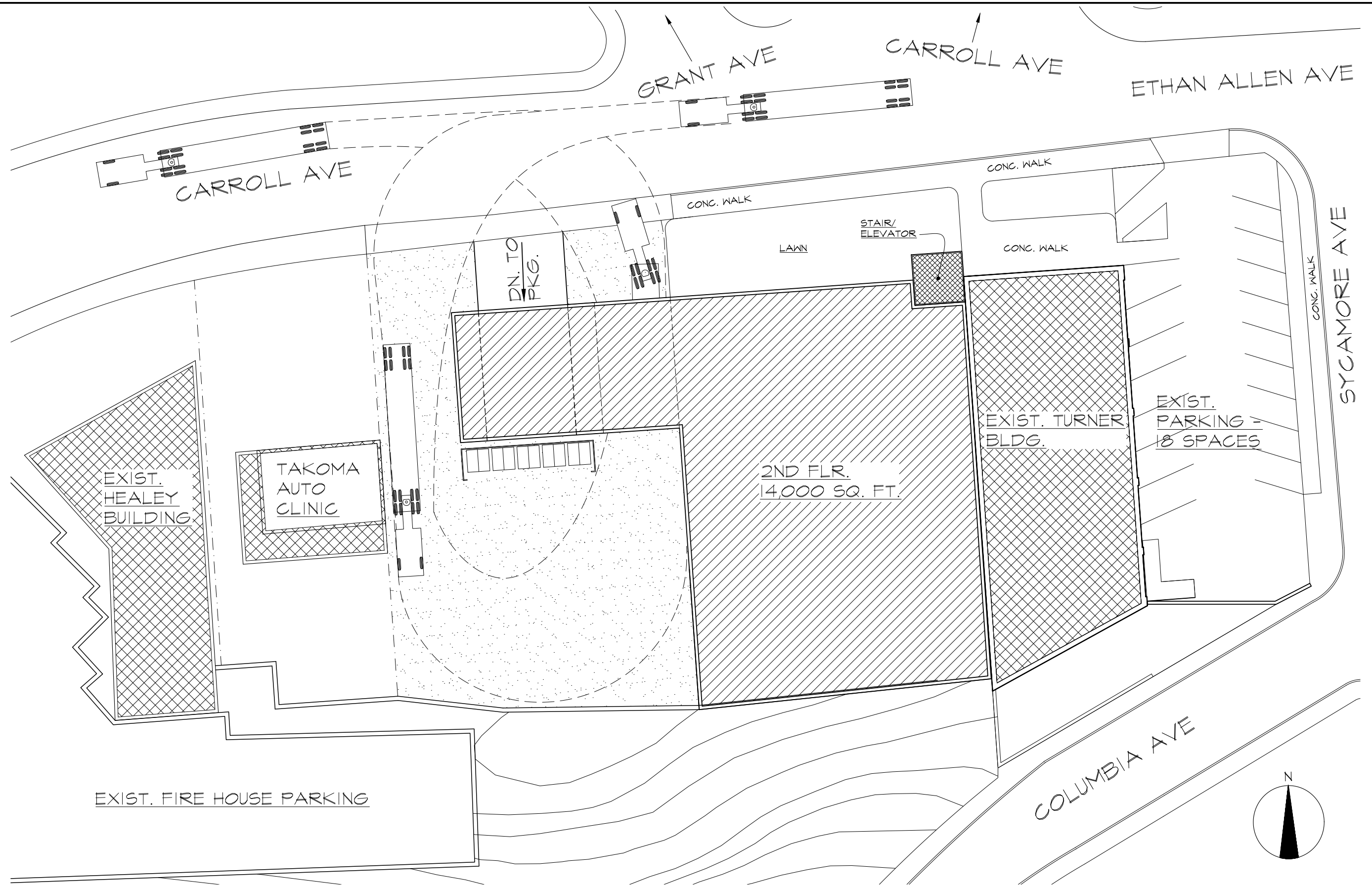


**LOWER LEVEL PLAN**  
 SCALE 1" = 30'



1ST FLOOR PLAN  
SCALE 1" = 30'





**2ND FLOOR PLAN**  
 SCALE 1" = 30'