



**HERNDON ARCHITECTURAL REVIEW BOARD
Regular Meeting Minutes
Wednesday, August 21, 2024**

1. Call to Order

Chair Blaker-Glass called the August 21, 2024, Architectural Review Board regular meeting to order at 7:30 p.m. in the Town of Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Board Members Melody Fetske, Vice Chair Eric Boll, and Chair Leslie Blaker-Glass. Board Member Amy Oleinick was absent.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; Tamsin Himes, Lead Planner/Design Development; and Aaron Zoellick, Clerk of Boards and Commissions.

Chair Blaker-Glass determined there was a quorum of three members present.

2. Approval of Minutes

a. July 10, 2024, Architectural Review Board Work Session Minutes

b. July 17, 2024, Architectural Review Board Regular Meeting Minutes

Board Member Fetske motioned to approve the July 10, 2024, Architectural Review Board work session minutes and the July 17, 2024, Architectural Review Board regular meeting minutes.

Motion seconded by Vice Chair Boll.

The question was called on the motion, which was carried by a 3-0 roll call vote. Board Member Fetske, Vice Chair Boll, and Chair Blaker-Glass voted "Aye." Board Member Oleinick was absent.

3. Comments

a. Comments from the Board Members

No comments were offered.

b. Comments from the Staff Members

No comments were offered.

c. Comments from Citizens

No comments were offered.

4. Public Hearings

a. APPLICATION FOR AN ADDITION AND ALTERATIONS, ARB #24-002, to consider an application for alterations and an addition to the Herndon Elementary School, Fairfax County Public Schools, at 630 Dranesville Road, Herndon, Virginia.

Certificates of Publication from the Editor of the Fairfax County Times Newspapers were filed, showing that notices of the following public hearing item were duly advertised in the August 2 and August 9, 2024, issues.

Chair Blaker-Glass opened the public hearing and called on Ms. Himes for the staff presentation.

Ms. Himes delivered the staff memo and presentation dated August 21, 2024, which are on file with the Department of Community Development. Ms. Himes stated that the application is for alterations and an addition to the Herndon Elementary School. Staff is recommending that the application be continued to a date certain, at which time the project site plan has been approved, and staff has deemed the application complete.

The board members and staff discussed this item, including clarification on the cause of the delay in site plan approval.

Chair Blaker-Glass recognized the applicant to provide comment. The applicant was not present.

Chair Blaker-Glass moved to the board for possible action. Ms. Sigler stated that because this was advertised as a public hearing, we can still take public comment, and keep the public hearing open for a future meeting.

Chair Blaker-Glass recognized members of the public for comment.

Brian Faulke provided comment requesting clarification on who the board is waiting for approval from. Chair Blaker-Glass directed the public to the town website for all materials for this application. Ms. Himes stated that the board

cannot take action until the site plan is approved. The town is waiting for additional information from the applicant regarding easements. Ms. Sigler stated that additional information is needed from the county and the school system before the site plan can be completed. Mr. Faulke stated that he wanted to help move the application along however he can and asked if there was someone that he could contact. Ms. Himes stated that Fairfax County Schools is the applicant. Chair Blaker-Glass stated that the Fairfax County School Board may have additional information.

Mark Kuniholm, 1114 Devon St, provided comment requesting clarification on funding provided by the state and any stipulations that the project had to begin or end by a certain date. Chair Blaker-Glass stated that the board and town staff do not have insight into Fairfax County's budget for the project.

Barry Clendenin, 520 Fillmore St, provided comment regarding their opposition to the 67 new parking spaces being installed near his property and their concern about the risk of water drainage.

Chair Blaker-Glass stated that members of the public are also welcome to submit letters to the Town Clerk that will be entered into the record.

Stephen Moskowitz, 846 S Gunnell Ct, provided comment seeking to ensure that the town is doing anything it can do to get this project moving forward.

Kate McCartney, 1006 Pembroke St, provided comment seeking clarification on what the next steps are after site plan and ARB approval. Ms. Himes stated that the next step would be a building permit which is the final step as far as the town is concerned before construction. Chair Blaker-Glass asked for additional information about the building permit review. Ms. Himes stated that the building permit process is through the Department of Public Works and ensures that plans comply with code, engineering, and zoning.

Brian White provided comment regarding contact information for Fairfax County Public Schools.

Chair Blaker-Glass left the public hearing open and moved to the board for discussion and possible action.

Board Member Fetske motioned to continue ARB #24-002 to a date certain, at which time the project site plan has been approved, and staff has deemed the application complete.

Motion seconded by Vice Chair Boll.

The question was called on the motion, which was carried by a 3-0 roll call vote.

Board Member Fetske, Vice Chair Boll, and Chair Blaker-Glass voted "Aye."

Board Member Oleinick was absent.

Chair Blaker-Glass stated that the application will be re-advertised after the site plan is approved. Additional comments can be sent to the Town Clerk.

5. Adjournment

There being no further business, and without objection, the August 21, 2024, Architectural Review Board regular meeting was adjourned at 7:57 p.m.

A handwritten signature in black ink, reading "Aaron Zoellick". The signature is written in a cursive, flowing style.

Aaron Zoellick
Clerk of Boards and Commissions

Minutes approved by the Architectural Review Board: September 18, 2024