



HERNDON HISTORIC DISTRICT REVIEW BOARD
Regular Meeting Minutes
Wednesday, June 26, 2024

1. Call to Order

The Historic District Review Board met in a regular meeting on Wednesday, June 26, 2024, at 7:00 p.m. in the Town of Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Board Members Lauren Edmondson, Melody Fetske, Paul LeReche, and Amy Oleinick. Vice Chair Eric Boll and Chair Leslie Blaker-Glass were absent.

Board Member Edmondson served as Chair Pro Tem.

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

Chair Pro Tem Edmondson called the meeting to order at 7:00 p.m. and stated that four members of the Historic District Review Board were present which constituted a quorum.

2. Approval of Minutes

a. May 1, 2024, Historic District Review Board Work Session Minutes

b. May 15, 2024, Historic District Review Board Regular Meeting Minutes

Board Member Fetske motioned to approve the May 1, 2024, Historic District Review Board work session minutes, and the May 15, 2024, Historic District Review Board regular meeting minutes.

Motion seconded by Board Member Oleinick.

The question was called on the motion, which was approved by a 4-0 roll call vote. The vote was Board Members Edmondson, Fetske, LeReche, and Oleinick voting "Aye."

Vice Chair Boll and Chair Leslie Blaker-Glass were absent from the vote.

3. Comments

a. **Comments from Staff Members**

Ms. Himes directed Board Members' attention to the July meeting schedule where the Board will meet on July 10 and July 17.

Ms. Sigler stated that there is an opening on the town's Pedestrian and Bicycle Advisory Committee (PBAC). The seat is for a member of the HDRB or ARB.

b. **Comments from Board Members**

No comments were offered.

c. **Comments from Citizens**

Members of the public may, for one 3-minute period, provide public comments, requests, consent or general item comments, and comments on matters not included on the agenda.

No comments were offered.

4. Public Hearings

a. **HDRB #24-003, to consider an application for a Certificate of Appropriateness for modifications to Town Hall Square outdoor plaza and park adjacent to the Herndon Old Town Hall located at 730 Elden Street, and a portion of the W&OD Trail adjacent to the Herndon Depot.**

Chair Pro Tem Edmondson opened the public hearing and called on Ms. Himes for the staff presentation.

Ms. Himes delivered the staff presentation dated June 26, 2024, which is on file with the Department of Community Development. Ms. Himes stated that staff is recommending approval of HDRB #24-003 in accordance with the draft resolution.

There was discussion among the Board and staff on this item, including: (1) clarification on the height of the deck, and (2) clarification on whether the side decking on the pergola is different from the back paneling of the deck.

Chair Pro Tem Edmondson recognized the applicant to provide comments.

The applicant, Ben Schitter, Development Program Planner for the Town of Herndon, was present and delivered a presentation dated June 26, 2024, which is on file with the Department of Community Development.

There was discussion among the Board, staff, and the applicant on this item, including: (1) clarification on the deck and deck skirt material, (2) clarification on the design and dimensions of the screening, (3) clarification on the materials used for the light fixtures, (4) concern about possible damage to the string lights, (5) concern about overuse of grass areas, (6) concern about items getting caught on top of the pergola, (7) clarification on the dimensions and location of the pergola, (8) clarification on the lattice design options for the pergola, (9) placement of the benches, and (10) clarification if the plan impacts the kiosk on site.

Ms. Himes stated that a condition could be added that provides flexibility on where the benches are located.

Ms. Sigler provided clarification on the possible condition.

Chair Pro Tem Edmondson recognized members of the public to provide comments.

No comments were offered.

Chair Pro Tem Edmondson inquired if staff had additional comments.

Ms. Sigler provided additional clarification and language for a condition on the location of the seating features.

Chair Pro Tem Edmondson closed the public hearing and moved to the Board level for discussion.

Board Member Fetske motioned to approve HDRB #24-003, in accordance with the draft resolution with the additional condition that the arrangement of the seating features on the site can be altered from the positions shown in the plan presented.

Motion seconded by Board Member LeReche.

The question was called on the motion, which was carried by a 4-0 roll call vote.

The vote was: Board Members Edmondson, Fetske, LeReche, and Oleinick voting "Aye."

Vice Chair Boll and Chair Blaker-Glass were absent from the vote.

5. Adjournment

There being no further business, and without objection, the June 26, 2024, Historic District Review Board regular meeting was adjourned at 7:59 p.m.

A handwritten signature in black ink that reads "Aaron Zoellick". The script is fluid and cursive, with the first name "Aaron" and last name "Zoellick" clearly distinguishable.

Aaron Zoellick
Clerk of Boards and Commissions

Minutes approved by the Historic District Review Board: July 17, 2024