



**HERNDON HISTORIC DISTRICT REVIEW BOARD
Regular Meeting Minutes
Wednesday, July 10, 2024**

1. Call to Order

The Historic District Review Board met in work session on Wednesday, July 10, 2024, at 7:01 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, Amy Oleinick, and Chair Leslie Blaker-Glass. Vice Chair Eric Boll was absent.

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

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

2. Public Hearings

a. APPLICATION FOR AN APPEAL OF AN ADMINISTRATIVE DECISION, HDRB #24-004, pursuant to Sec. 78-60.3(g)9(7) of the Town of Herndon Zoning Ordinance that denied an application for window replacement at 814 Locust Street, Herndon, Virginia.

Chair Blaker-Glass opened the work session and called on Ms. Himes for the staff presentation.

Ms. Himes delivered the staff report and staff presentation dated July 10, 2024, which are on file with the Department of Community Development. Ms. Himes stated that staff is recommending denial of this application as proposed.

There was discussion among the Historic District Review Board and staff on this item, including: (1) clarification regarding the applicant's reasoning for their proposal; (2) staff's understanding about alternative proposals the applicant may be amenable to; (3) clarification about the number of windows and whether the windows have screens; (4) clarification on whether windows with exterior muntins always have the interior muntins; (5) clarification on what is allowed and what can be considered under the guidelines; (6) clarification regarding ability to

communicate with the applicant prior to the regular meeting; (7) clarification regarding the board's options if they cannot come to an agreement; and (8) whether integrated muntins are an option.

The applicant, Stephen Mundt, was not present.

3. Comments

a. Comments from the Staff Members

No comments were offered.

b. Comments from the Board Members

Chair Blaker-Glass thanked Board Member Oleinick for the presentation at the June ARB meeting.

4. Adjournment

There being no further business, and without objection, the July 10, 2024, Historic District Review Board work session adjourned at 7:37 p.m.

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

Aaron Zoellick
Clerk of Boards and Commissions

Minutes approved by the Historic District Review Board: October 16, 2024