



HISTORIC DISTRICT REVIEW BOARD REGULAR MEETING AGENDA

Town Council Chambers
765 Lynn Street, Herndon, VA 20170

Wednesday, November 20, 2024 | 7:00 PM

- 1. Call to Order**
- 2. Organizational Meeting**
 - a. Election of Historic District Review Board Vice Chair
- 3. Approval of Minutes**
 - a. October 16, 2024, Historic District Review Board Regular Meeting Minutes
- 4. Comments**
 - a. Comments from the Staff Members
 - b. Comments from the Board Members
 - c. Comments from Citizens
- 5. Public Hearings**
 - a. APPLICATION FOR AN ADDITION, HDRB #24-005, to consider an application for a Certificate of Appropriateness for the addition of a front porch to the house located at 811 Elden Street.
- 6. Adjournment**

Agenda Item: Election of Historic District Review Board Vice Chair

Meeting Date: November 20, 2024

Category: Organizational Meeting

Prepared by: Aaron Zoellick, Clerk of Boards and Commissions

Description:

The bylaws for the Historic District Review Board require that the board elect from its appointed members a Vice Chair when the office becomes vacant. The elected board member will complete the current term which runs until January 15, 2025. All board officer positions will be elected at the Historic District Review Board's regular meeting on January 15, 2025.

Background:

N/A

Fiscal Impact:

N/A

Staff Recommendation/Next Steps:

Staff recommends the board elect a Vice Chair from its appointed members in accordance with the draft resolution.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
HISTORIC DISTRICT REVIEW BOARD**

RESOLUTION

NOVEMBER 20, 2024

Resolution - to elect the Vice Chair of the Historic District Review Board.

BE IT RESOLVED by the Historic District Review Board of the Town of Herndon, Virginia that:

1. _____ is elected Vice Chair for a one-year term effective November 20, 2024, until the expiration of the current term.



Historic District Review Board Regular Meeting **Agenda Item 3.a.**

Agenda Item: October 16, 2024, Historic District Review Board Regular Meeting Minutes

Meeting Date: November 20, 2024

Category: Approval of Minutes

Prepared by: Aaron Zoellick, Clerk of Boards and Commissions

Description:

This is a request to approve the October 16, 2024, Historic District Review Board regular meeting minutes.

Background:

N/A

Fiscal Impact:

N/A

Staff Recommendation/Next Steps:

Recommend approval, as presented.

Attachments:

1. 10.16.2024 HDRB Regular Meeting Minutes



**HERNDON HISTORIC DISTRICT REVIEW BOARD
Regular Meeting Minutes
Wednesday, October 16, 2024**

1. Call to Order

Chair Blaker-Glass called the October 16, 2024, Historic District Review Board regular meeting to order 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, Amy Oleinick, Triston Chase O'Savio, Vice Chair Eric Boll, and Chair Leslie Blaker-Glass.

Mayor Sheila Olem and Vice Mayor Clark Hedrick were present.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; Bryce Perry, Deputy Director of Community Development; and Aaron Zoellick, Clerk of Boards and Commissions.

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

Board Member Edmondson motioned to amend the agenda recognize Eric Boll for his service to the Historic District Review Board and Architectural Review Board. The motion was seconded by Board Member Fetske. The question was called on the motion, which was approved by a 7 - 0 voice vote.

Mayor Olem and Vice Mayor Clark Hedrick presented Eric Boll a certificate of appreciation for his service to the Town of Herndon.

Chair Blaker-Glass presented Eric Boll with a resolution from the Historic District Review Board and the Architectural District Board for his service to the Town of Herndon.

2. Approval of Minutes

a. July 10, 2024, Historic District Review Board Work Session Minutes

b. July 17, 2024, Historic District Review Board Regular Meeting Minutes

Board Member Fetske motioned to approve the July 10, 2024, Historic District Review Board work session minutes and the July 17, 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 7 - 0 roll call vote. Board Members Edmondson, Fetske, LeReche, Oleinick, O'Savio, Vice Chair Boll, and Chair Blaker-Glass voted "Aye."

3. Comments

a. Comments from the Staff Members

Mr. Perry thanked Vice Chair Boll for his service to the Historic District Review Board and the Architectural Review Board.

Mr. Zoellick stated that the November 6, 2024, work session will be located in the 2nd floor conference room of the Herndon Municipal Center.

b. Comments from the Board Members

Board members thanked Vice Chair Boll for his guidance, companionship, advice, perspective, and humor while serving on the Historic District Review Board and Architectural Review Board.

Vice Chair Boll stated his appreciation to his fellow members of the Historic District Review Board and the Architectural Review Board.

Mr. Perry welcomed Triston Chase O'Savio to the Historic District Review Board and the Architectural Review Board.

Board members introduced themselves to Board Member O'Savio.

c. Comments from Citizens

No comments were offered.

4. New Business

a. Resolution to establish the Historic District Review Board meeting schedule for January 1, 2025, to December 31, 2025

Chair Blaker-Glass opened the discussion and called on Mr. Perry for the staff report.

Mr. Perry presented the proposed meeting schedule for January 1, 2025, to December 31, 2025. Staff is recommending approval of the proposed resolution.

Board Member Edmondson asked about the November 2025 work session. Mr. Perry clarified that the November 2025 work session was moved to accommodate election day.

Board Member Fetske motioned to approve the 2025 Historic District Review Board meeting schedule as proposed. Motion seconded by Vice Chair Boll. The question was called on the motion, which was carried by a 7 - 0 roll call vote. Board Members Edmondson, Fetske, LeReche, Oleinick, O'Savio, Vice Chair Boll, and Chair Blaker-Glass voted "Aye."

5. Adjournment

There being no further business, and without objection, the October 16, 2024, Historic District Review Board regular meeting was adjourned at 7:36 p.m.

Agenda Item: APPLICATION FOR AN ADDITION, HDRB #24-005, to consider an application for a Certificate of Appropriateness for the addition of a front porch to the house located at 811 Elden Street.

Meeting Date: November 20, 2024

Category: Public Hearings

Prepared by: Bryce Perry, Deputy Director of Community Development

Description:

This item is for the addition of a full-width open porch on the front elevation of the single-family detached house located at 811 Elden Street. This house is considered contributing to the Herndon Historic District. The porch would be 5'-6" deep and 21'-7" long and would tie into the existing front gable portico over the front door. It would be constructed with composite decking, metal standing seam roof panels, and pressure-treated wood trim. It would not have a railing and the porch columns would be square with caps and bases furnished from wood trim with ogee molding.

Background:

This house has in recent years replaced its metal roof and lap siding. Its overall form has maintained a high level of integrity from its original design. The Board of Zoning Appeals recently approved a variance to allow the placement of this porch as proposed within the front setback. Staff provided both completeness and design analysis comments at the work session which were discussed at that meeting. The board identified a possible approach to take in the design that would allow for some flexibility in the application of the guidelines. The applicant has indicated to staff that they intend to revise the design to address the concerns discussed at the work session. However, revised materials have not yet been submitted.

Fiscal Impact:

N/A

Staff Recommendation/Next Steps:

Staff is recommending a continuance of this review to the December 18, 2024, HDRB regular meeting to allow the applicant more time to revise the application materials and submit for staff and board review.

Attachments:

1. Legal Ad

Town of Herndon, Virginia Notice of Public Hearing

Notice is hereby given that the **Historic District Review Board** (HDRB) of the Town of Herndon, Virginia, will hold a public hearing on Wednesday, November 20, 2024, at 7:00 p.m. in the Herndon Council Chambers Building, located at 765 Lynn Street, Herndon on the following item:

APPLICATION FOR AN ADDITION, HDRB #24-005, to consider an application for a Certificate of Appropriateness for the addition of a front porch to the house located at 811 Elden Street, Herndon, Virginia, located on the south side of Elden Street, east of the intersection with Grace Street. The subject property is further identified as Fairfax County Tax Map 0162 02 0069, is zoned R-10, Single Family Residential, and consists of 7,778 square feet of land. Applicants and property owners: Steven D. Mitchell and Wanda A. Mitchell.

The public is encouraged to participate in the town's public hearing process. Individuals having an interest in the above item are invited to attend the public hearing and state their opinions and may also submit comments to hdrb.arb@herndon-va.gov. The proposed item is available for review by the public on the town's website www.herndon-va.gov.

The Town of Herndon supports the Americans with Disabilities Act by making reasonable accommodations for persons with disabilities, so that they may participate in services, programs, or activities, offered by the town. Please call (703) 435-6804 to arrange for any accommodation that may be necessary to allow participation.

Amanda Morrow Kertz, Acting Town Clerk

Note to Publisher:

Publish on November 1/November 8, 2024

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