



HISTORIC DISTRICT REVIEW BOARD REGULAR MEETING AGENDA

Town Council Chambers
765 Lynn Street, Herndon, VA 20170

Wednesday, January 15, 2025 | 7:00 PM

1. **Call to Order**
2. **Organizational Meeting**
 - a. Election of Officers
3. **Approval of Minutes**
 - a. November 6, 2024, Historic District Review Board Work Session
 - b. November 20, 2024, Historic District Review Board Regular Meeting Minutes
4. **Comments**
 - a. Comments from Staff Members
 - b. Comments from Board Members
 - c. Comments from Citizens
5. **Public Hearings**
 - a. **APPLICATION FOR AN ALTERATION TO AN EXISTING STRUCTURE, HDRB #24-006**, to consider an application for a Certificate of Appropriateness for alterations to the existing detached garage located at 631 Spring Street, Herndon, Virginia.
6. **Adjournment**



Historic District Review Board Regular Meeting **Agenda Item 2.a.**

Agenda Item: Election of Officers

Meeting Date: January 15, 2025

Category: Organizational Meeting

Prepared by: Aaron Zoellick, Clerk of Boards and Commissions

Description:

In accordance with the Historic District Review Board Bylaws and Herndon Town Code Section 78-150.4, the HDRB holds its election of officers annually at the first public hearing (regular meeting) of the Board in January. The Board will nominate and elect from its members a Chair and Vice Chair and designate a Secretary and Parliamentarian for one-year terms at the January 15, 2025, HDRB regular meeting.

Background:

N/A

Fiscal Impact:

None

Staff Recommendation/Next Steps:

Staff recommends the Board nominate and elect from its members a Chair and Vice Chair and designate a Secretary and Parliamentarian for one-year terms.

Attachments:

1. Resolution (Proposed)

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

RESOLUTION

JANUARY 15, 2025

**Resolution - to elect the Officers and designate the Parliamentarian and
Secretary 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 Chair for a one-year term effective January
15, 2025.
2. _____ is elected Vice Chair for a one-year term effective
January 15, 2025.
3. The Director of Community Development or their designee is designated
Secretary for a one-year term effective January 15, 2025.
4. The Town Attorney or their designee is designated Parliamentarian for a
one-year term effective January 15, 2025.

A Copy – Teste:

Aaron Zoellick
Clerk of Boards and Commissions

**Motion:
Second:**

**Re: Chair of the Historic District Review Board
Action: _____ elected Chair of the Historic District Review Board**

**Votes
Ayes:
Nays:**

**Motion:
Second:**

**Re: Chair of the Historic District Review Board
Action: _____ elected Vice Chair of the Historic District Review Board**

Votes

Ayes:

Nays:

Motion:

Second:

Re: Secretary of the Historic District Review Board

Action: The Director of Community Development is designated Secretary of the Historic District Review Board

Votes

Ayes:

Nays:

Motion:

Second:

Re: Parliamentarian of the Historic District Review Board

Action: The Town Attorney is designated the Parliamentarian of the Historic District Review Board

Votes

Ayes:

Nays:



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

Agenda Item: November 6, 2024, Historic District Review Board Work Session

Meeting Date: January 15, 2025

Category: Approval of Minutes

Prepared by: Aaron Zoellick, Clerk of Boards and Commissions

Description:

This is a request to approve the November 6, 2024, Historic District Review Board work session minutes.

Background:

N/A

Fiscal Impact:

N/A

Staff Recommendation/Next Steps:

Recommend approval, as presented.

Attachments:

1. 11.06.2024 Historic District Review Board Work Session Minutes



HERNDON HISTORIC DISTRICT REVIEW BOARD
Work Session Minutes
Wednesday, November 6, 2024

1. Call to Order

Chair Blaker-Glass called the November 6, 2024, Historic District Review Board work session 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 Tamim Chowdhury, Lauren Edmondson, Melody Fetske, Paul LeReche, Triston Chase O'Savio, and Chair Leslie Blaker-Glass.

Board Member Amy Oleinick was absent.

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 six members present.

2. 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.

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

Mr. Perry delivered the staff presentation dated November 6, 2024, which is on file with the Department of Community Development. Mr. Perry stated this is an application to consider a Certificate of Appropriateness for the addition of a front porch at the house located at 811 Elden Street. Staff will provide a recommendation based on a complete staff evaluation and the work session discussion at the November 20, 2024, Architectural Review Board regular meeting.

There was a discussion among the board members and staff on this item, including: (1) the placement of the columns in the design materials; (2) the low pitch of the porch roof; and (3) how the proposed roof meets the existing front and

rear roof.

Chair Blaker-Glass invited the applicants to provide comments.

The applicant Michael Wijdoogen was present and provided brief comments.

There was a discussion among the board members, staff, and the applicant on this item, including: (1) the intent of the porch; (2) the location of the columns; (3) neighboring porches; (4) the need for the proposed columns to have historic integrity; (5) the roof pitch; (6) the width of the porch flooring; (7) whether the pressure treated columns will be clad; (8) whether the applicant has considered replicating the existing columns; (9) the prominence of the soffit and fascia; (10) whether the existing porch roof is standing seam; (11) protecting the porch skirt; (12) whether the property originally had a porch; (13) how the guidelines apply whether the application is considered a new porch or a porch extension; (14) the orientation of the deck boards; and (15) the proximity of the proposed porch to the driveway.

3. Comments

a. Comments from the Staff Members

Mr. Perry stated that the Town is still in the process of hiring a new planner.

b. Comments from the Board Members

The board members introduced themselves to the newest member of the board Tamim Chowdhury.

4. Adjournment

There being no further business, and without objection, the November 6, 2024, Historic District Review Board work session adjourned at 7:55 p.m.

Agenda Item: November 20, 2024, Historic District Review Board Regular Meeting Minutes

Meeting Date: January 15, 2025

Category: Approval of Minutes

Prepared by: Aaron Zoellick, Clerk of Boards and Commissions

Description:

This is a request to approve the November 20, 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. 11.20.2024 Historic District Review Board Regular Meeting Minutes



HERNDON HISTORIC DISTRICT REVIEW BOARD
Regular Meeting Minutes
Wednesday, November 20, 2024

1. Call to Order

Chair Blaker-Glass called the November 20, 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, and Chair Leslie Blaker-Glass.

Board Members Tamim Chowdhury and Triston Chase O'Savio were absent.

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 five members present.

2. Organizational Meeting

a. Election of Historic District Review Board Vice Chair

Chair Blaker-Glass stated the first item of business was the election of the Vice Chair to fill the remainder of the 2024 term.

Board Member Fetske motioned to nominate Lauren Edmondson as Vice Chair. Motion seconded by Chair Blaker-Glass. The question was called on the motion, which was carried by 4 - 1 roll call vote. Board Members Fetske, LeReche, Oleinick, and Chair Blaker-Glass voted "Aye." Board Member Edmondson abstained.

3. Approval of Minutes

a. October 16, 2024, Historic District Review Board Regular Meeting Minutes

Board Member Fetske motioned to approve the October 16, 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 5 - 0 roll call vote. Board Members Fetske, LeReche, Oleinick, Vice Chair Edmondson, and Chair Blaker-Glass voted "Aye."

4. Comments

a. Comments from the Staff Members

Mr. Perry stated that there are no reviewable applications for the December 2024 meetings so they will be canceled. The Town is in the process of hiring a new planner.

b. Comments from the Board Members

Board Member Fetske requested a hyperlink to the Historic District Guidelines for reference.

Mr. Perry stated that a hyperlink can be provided and that a matrix was not included in the staff report with this application but is standard practice.

c. Comments from Citizens

No comments were offered.

5. Public Hearings

Certifications of Publications 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 November 1 and November 8, 2024, issues.

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.

Chair Blaker-Glass called on Mr. Perry for an update.

Mr. Perry stated that the applicant requested that application HDRB #24-005 for a Certificate of Appropriateness for the addition of a front porch be formally withdrawn in accordance with Town Zoning Ordinance Sec. 78-152.6(b)(3).

Board Member Fetske motioned to approve withdrawal of application HDRB #24-005. Motion seconded by Board Member Oleinick. The question was called on the motion, which was carried by a 5 - 0 roll call vote. Board Members Fetske, LeReche, Oleinick, Vice Chair Edmondson, and Chair Blaker-Glass voted "Aye."

6. Adjournment

There being no further business, and without objection, the November 20, 2024,

Historic District Review Board regular meeting was adjourned at 7:10 p.m.

Agenda Item: APPLICATION FOR AN ALTERATION TO AN EXISTING STRUCTURE, HDRB #24-006, to consider an application for a Certificate of Appropriateness for alterations to the existing detached garage located at 631 Spring Street, Herndon, Virginia.

Meeting Date: January 15, 2025

Category: Public Hearings

Prepared by: Bryce Perry, Deputy Director of Community Development

Description:

The application proposed to make roof and window modifications to the second level of an existing detached garage to create more living space. This would be achieved by raising the walls and lowering the pitch of the roof in a manner that is intended to mimic shed dormers. With the higher walls, three one-over-one double-hung windows would be added to the second floor on the rear elevation and one one-over-one double-hung window would be added to the left side elevation. On the front elevation, two new horizontal sliding windows would be added and an existing two-over-two window would be removed. The proposed windows are vinyl and vinyl trim is proposed along with 8" smooth fibercement siding. The roof would be covered in 3-tab asphalt shingles. The roof shingle, siding, trim, and windows are intended to match the existing exterior materials on the detached structure and the house.

Background:

Staff provided several comments in its analysis of this application and these were discussed at the work session with the board and applicant. They related to the height of the roof, the use and design of dormer windows, and the types of windows used. The applicant requested a continuance of the review to the next regular meeting to allow sufficient time to revise the application to address the comments raised.

Fiscal Impact:

N/A

Staff Recommendation/Next Steps:

Staff recommends a continuance of this case to the February regular meeting as requested by the applicant.

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, January 15, 2025, at 7:00 p.m. in the Herndon Council Chambers Building, located at 765 Lynn Street, Herndon on the following item:

APPLICATION FOR AN ALTERATION TO AN EXISTING STRUCTURE, HDRB #24-006, to consider an application for a Certificate of Appropriateness for alterations to the existing detached garage located at 631 Spring Street, Herndon, Virginia, located on the west side of Spring Street, at the intersection with Wood Street. The subject property is further identified as Fairfax County Tax Map 0162 02 0314, is zoned R-10, Single Family Residential, and consists of 11,074 square feet of land. Applicant: Michael Wijdoogen, MW Architects. Property Owners: Thomas C. Margand and Janneke Margand.

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 December 27, 2024/January 3, 2025

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