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**HERITAGE PRESERVATION REVIEW BOARD  
Public Hearing  
Wednesday, August 19, 2020**

Pursuant to Virginia Code Virginia Code Section 2.2-3708.2, as amended. The Governor’s Executive Orders, as amended, and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended. Chairman Walker has stated that the August 19, 2020 Heritage Preservation Review Board public hearing will be by electronic means. The meeting was broadcast and recorded through Cisco WebEx and details for the meeting were made available to the public on Friday, August 14, 2020. In attendance electronically were: Chairman Walker, Vice Chair Leslie Blaker-Glass and Board Members: Eric Boll, Lauren Edmondson, Mike McFarlane and Matthew Ossolinski. Board Member Hiren Shah was absent.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; Christopher Garcia, Community Design Planner; and Erika Orellana, Clerk to Boards and Commissions.

**STAFF ANNOUNCEMENTS**

Erika Orellana, Clerk to Boards and Commissions, stated that the Heritage Preservation Review Board public hearing will be held as a virtual meeting. The Clerk to the Boards and Commissions welcomed those listening and encouraged the public to provide comments for the record at [hprb.arb@herndon-va.gov](mailto:hprb.arb@herndon-va.gov).

Ms. Orellana stated, for the record, that:

- The Heritage Preservation Review Board public hearing that evening was conducted electronically Virginia Code Virginia Code Section 2.2-3708.2, as amended. The Governor’s Executive Orders, as amended, and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended.

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- Proper notice of the electronic meeting was provided in accordance with Section 2.2-3708.2 of the Code of Virginia, along with information for viewing the meeting and submitting comments for the record;
- The agenda and meeting materials are available on the town’s website;
- Electronic meetings will begin with a roll call and determination of quorum; and
- All votes, including adjournment, was by roll call vote.

1. **CALL TO ORDER**

**Roll Call**

Chairman Walker called the public hearing by electronic means to order at 7:01 p.m. and asked Ms. Orellana to call the roll for attendance. All members were present, electronically, with Chairman Walker presiding.

2. **DETERMINATION OF QUORUM**

Chairman Walker stated, for the record, that there was a quorum present, virtually, that evening. Chairman Walker stated that Deputy Town Attorney, Lauri Sigler and Community Design Planner, Chris Garcia were also present.

**ANNOUNCEMENT**

Chairman Walker stated that tonight’s public hearing is conducted by electronic means pursuant to the appropriate laws.

**APPROVAL OF MINUTES**

3. **Vote on July 1, 2020  
Work Session Minutes, cancellation**

On motion of Vice Chair Blaker-Glass, seconded by Board Member McFarlane, the minutes of the Wednesday, July 1, 2020 Work Session were approved by a vote of 6-0, the vote was: Board Members Boll, Edmondson, McFarlane, Ossolinski, Vice Chair Blaker-Glass and Chairman Walker voting “Aye.” Board Member Shah was absent.

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**4. Vote on July 15, 2020  
Public Hearing Minutes**

On motion of Vice Chair Blaker-Glass, seconded by Board Member McFarlane, the minutes of the Wednesday, July 15, 2020 Public Hearing were approved by a vote of 6-0, the vote was: Board Members Boll, Edmondson, McFarlane, Ossolinski, Vice Chair Blaker-Glass and Chairman Walker voting “Aye.” Board Member Shah was absent.

**5. COMMENTS BY THE BOARD MEMBERS**

Board Member McFarlane provided brief comments in regard to his office opening in Old Town Manassas and he had the opportunity to attend a public hearing. Mr. McFarlane provided suggestions in having the Pledge of Allegiance implemented into the meetings with the Town of Herndon. Mr. McFarlane suggested that items on the agenda be placed in matters that are the shorter first.

**6. COMMENTS BY THE STAFF**

Chris Garcia informed the Board Members that there are applications being received and to look forward for future meetings. Mr. Garcia asked the Board Members to respond to emails coming from staff to ensure all legal aspects are met for each meeting.

**PUBLIC HEARING**

7. **APPLICATION FOR AN ADDITION TO AN EXISTING STRUCTURE, HPRB #20-013, to consider an application for a Certificate of Appropriateness to alter existing exterior features and construct a two-story rear addition on the single-family residential structure at 761 Grace Street, Herndon, Virginia, located at the intersection of Haley Place and Grace Street, and further identified as Fairfax County Tax Map 0162-02-0008B. The property is zoned R-10, Residential, Single Family; and consists of 19,355 total square feet of land. Owners/Applicants: James M. Dodson and Martha-Helene Stapleton. Applicant’s Representative/Agent: Thomas J. O’Neil, O’Neil Architects, Inc.**

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, July 31, 2020 and August 7, 2020 issues.

Chairman Walker opened the public hearing and called on Christopher Garcia, Community Design Planner, for the staff report and updates.

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Mr. Garcia presented the staff report dated August 5, 2020 and staff memo dated August 14, 2020, which are on file in the Department of Community Development.

Staff recommended approval of HPRB #20-013, with the following conditions:

1. Prior to submittal of a building permit, the applicant or applicant's agent will provide to the staff missing samples for all new proposed materials including samples of any materials selected during the August 19, 2020 public hearing,
2. Prior to submittal of a building permit, the applicant or the applicant's agent will provide to the staff missing materials information and drawing notes for all existing materials to permit staff to determine appropriateness of replacement and new details,
3. Prior to submittal of a building permit, the applicant or applicant's agent shall provide photographic or other evidence of the condition and qualified disposition of suitability for re-use/salvage of the all underlying original wood siding discovered beneath the existing asbestos siding on the existing portions of the structure to remain so that either:
  - a) The original material is salvageable, the original material(s) are retained and restore throughout the existing structure without new additions; or
  - b) The original material is not salvageable, the new replacement material is appropriate in profile, dimension, and finish conforming the Board approval;
4. Prior to submittal of a building permit, the applicant or applicant's agent will work with staff to determine appropriate dimensions and styles of details for both replacement materials and proposed materials,
5. Prior to the submittal of a building permit, the applicant or applicant's agent shall work with staff to resolve any additional design issues,
6. Should the applicant and staff be unable to come to agreement regarding design details, materials and other issues, or should the staff determine that final selections differs meaningfully from the design, as reviewed and approved by the Board, the application will return to the Board as a regularly advertised public hearing with complete information provided by the applicant.

Chairman Walker called on the Board Members individually for questions to Mr. Garcia.

Board Members provided brief comments and asked for the materials to support the proposed application. A few Board Members were also concerned about the size, height, and mass of the addition. The Board members also commented on continued missing information from the application, design guidelines related to massing and architectural

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differentiation, exterior cladding of the addition in comparison to the existing structure. There were no other questions by the Board Members for staff.

Chairman Walker recognized the applicant's representative for comments.

Mr. Thomas O'Neil, applicant's representative provided his comments.

Chairman Walker asked the Board Members for questions to the applicant's representative, O'Neil.

There were comments and questions for Mr. O'Neil, applicant's representative to explain the site planning and design decisions made by the property owner and design team. Mr. O'Neil provided an overview of the planning and design issues that resulted in the current proposed design. Mr. O'Neil also discussed and clarified aspects of the addition massing, materials information and design details in the addition being proposed. One Board member asked if the applicant and owners would be willing to agree to using 2 1/2" wood lap siding on the original parts of the house since the applicant had discovered that the original siding underneath the existing asbestos siding was actually 2 -1/2" wood lap siding. The Mr. O'Neil stated the owners would be willing to use 2-1/2" wood lap siding if the original siding was not salvageable. Mr. O'Neil also stated that the owners would be agreeable to working with staff to find an appropriate horizontally oriented siding for the addition that differentiates the old and new portions of the building and helps minimize the contrasting mass of the two-story addition. Board members generally commented and agreed that working with staff to find ways to visually de-emphasize the mass of the addition through exterior materials would be appropriate. Board members also commented that the perspective renderings provided helped with the evaluation.

James M. Dodson and Martha-Helene Stapleton, owners/applicants were acknowledged and made brief comments.

Chairman Walker recognized the public for comments on this item.

The following individual provided comments:

- James Leach

Chairman Walker asked Mr. O'Neil, applicant's representative, if he wanted the opportunity to rebuttal. Mr. O'Neil provided his comments.

Following the public hearing, Board Member McFarlane moved approval of HPRB #20-013 substantially conforming to the proposed design. This motion was seconded by Board Member Edmondson.

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Vice Chair Blaker-Glass provided a friendly amendment to include all of the staff recommendations and include a provisions that: 1) the applicant will use new 2-1/2” wood lap siding on the original portions of the structure if the original siding underneath the existing asbestos siding and 2) the exterior cladding material of the addition have a horizontal orientation . The friendly amendment(s) were accepted, and the motion was reread.

Board Member McFarlane reread his motion for approval, with the friendly amendments, of HPRB #20-013 with the following conditions:

1. Prior to submittal of a building permit, the applicant or applicant’s agent will provide to the staff missing samples for all new proposed materials including samples of any materials selected during the August 19, 2020 public hearing,
2. Prior to submittal of a building permit, the applicant or the applicant’s agent will provide to the staff missing materials information and drawing notes for all existing materials to permit staff to determine appropriateness of replacement and new details,
3. Prior to submittal of a building permit, the applicant or applicant’s agent shall provide photographic or other evidence of the condition and qualified disposition of suitability for re-use/salvage of the all underlying original wood siding discovered beneath the existing asbestos siding on the existing portions of the structure to remain so that either:
  - c) The original material is salvageable, the original material(s) are retained and restore throughout the existing structure without new additions; or
  - d) The original material is not salvageable, the new replacement material will be 2-1/2” wood lap siding to match the dimensions, profile and texture of original siding;
4. Prior to submittal of a building permit, the applicant or applicant’s agent will work with staff to determine appropriate dimensions and styles of details for both replacement materials and proposed materials, to include a horizontally oriented cladding material on the addition to the house,
5. Prior to the submittal of a building permit, the applicant or applicant’s agent shall work with staff to resolve any additional design issues,
6. Should the applicant and staff be unable to come to agreement regarding design details, materials and other issues, or should the staff determine that final selections differs meaningfully from the design, as reviewed and approved by the Board, the application will return to the Board as a regularly advertised public hearing with complete information provided by the applicant.

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Board Member Edmondson reaffirmed her second of the motion for approval with conditions.

The question was called on the motion, which carried by a vote of 5-1, the vote was: Board Members Boll, Edmondson, McFarlane, Vice Chair Blaker-Glass and Chairman Walker voting "Aye." Board Member Ossolinski voting "Nay." Board Member Shah was absent.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 9:03 p.m.



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**Robert B. Walker, Chairman  
Heritage Preservation Review Board**



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**Erika Orellana  
Clerk to Boards and Commissions**

**Minutes approved by the Heritage Preservation Review Board: September 16, 2020**