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HERITAGE PRESERVATION REVIEW BOARD
Work Session
July 3, 2019

The Heritage Preservation Review Board of the Town of Herndon, Virginia, met in work session on Wednesday, July 3, 2019 at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Board Members: Eric Boll, Eric Fielding, Michael McFarlane, Hiren Shah and Chairman Robert B. Walker. Board Member Matthew Ossolinski and Vice Chair Leslie Blaker-Glass were absent.

Others present during the meeting: Lesa Yeatts, Town Attorney; Chris Garcia, Community Design Planner and Erika Orellana, Clerk to Boards and Commissions.

1. **DETERMINATION OF QUORUM**

Chairman Walker stated that five members were present, which constituted a quorum.

PUBLIC HEARINGS

2. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR NEW CONSTRUCTION, HPRB #19-22, to consider an application for a Certificate of Appropriateness for the construction of a new shed in the rear yard of the single-family residential property at 1026 Tyler Street, Herndon, Virginia, located south of the intersection of Third Street and Tyler Street, and further identified as Fairfax County Tax Map 0104-03110004. The properties are zoned R-15, Residential, Single-family, and consists of 20,000 total square feet of land. Owners/Applicants: Michael and Paula Romeo.**

Chairman Walker opened the work session and called on Christopher Garcia, Community Design Planner, for the staff report. Mr. Garcia presented the staff report dated June 28, 2019, which is on file in the office of Community Development.

Staff recommended approval of HPRB #19-22 in accordance with the following conditions:

1. Applicant shall provide detailed design information to staff for review and approval prior to review/issuance of a building permit, to include the following:

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- a. Detailed information on the materials/specifications of the proposed windows,
 - b. Detailed information of the design/function related to the doors or enclosure of the 4' X 6' opening noted on the east elevation,
 - c. Detailed information for the side wall and vent construction materials of the cupolas,
 - d. Overall height of the structure with the cupola, and
 - e. Foundation type and any associated covering of the foundation at or just above grade, if any.
2. The proposed structure will be constructed and installed in substantial conformance with the application and supporting materials as submitted June 6, 2019, June 19, 2019 and any updated information submitted to Town staff meeting Condition #1.

There was brief discussion amongst the Board and staff on this item. The Board had no major issues or requests for additional information for staff or the applicant.

3. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR AN ALTERATION TO AN EXISTING STRUCTURE, HPRB #19-23, to consider an application for a Certificate of Appropriateness for the replacement of existing windows with new wood windows on a rear addition of the residential structure at 753 Grace Street, Herndon, Virginia, located north of the intersection of Grace Street and Vine Street; and further identified as Fairfax County Tax Map 0162-02-0005B. The property is zoned R-10, Residential, Single-family, and consists of approximately 12,947 total square feet of land area. Owner/Applicant: John L. Dudzinsky.**

Chairman Walker opened the work session and called on Board Member Michael McFarlane to provide his disclosure. Board Member McFarlane provided his disclosure.

Disclosure:

- **Board Member McFarlane** stated, for the record, that he previously submitted a written disclosure to the Clerk. He is am a practicing lawyer and assisted the applicant with the re-subdivision of the land subject to this application. That matter was concluded over a year ago and I no longer have an attorney-client relationship with the applicant. He was able to participate in the transaction fairly, objectively, and in the public interest.

Chairman Walker called on Christopher Garcia, Community Design Planner, for the staff report. Mr. Garcia presented the staff report dated June 28, 2019, which is on file in the office of Community Development.

Staff recommended approval of HPRB #19-23 in accordance with the following condition:

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5. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR A WALL OR WINDOW SIGN, HPRB #19-25**, to consider an application for a Certificate of Appropriateness for the installation of two new business signs on the commercial structure at 765/767 Elden Street, Herndon, Virginia, located east of the intersection of Center Street and Elden Street and west of the intersection of Spring Street and Elden Street; and further identified as Fairfax County Tax Map 0162-02-0078. The property is zoned CC, Central Commercial, and consists of approximately 9,080 total square feet of land area. Owner/Applicant: Norman P. Horn, Horn Motors, Inc. Applicant's Representative: Fabian Fernandez, Permit Consultant.

Chairman Walker opened the work session and called on Christopher Garcia, Community Design Planner, for the staff report. Mr. Garcia presented the staff report dated June 28, 2019, which is on file in the office of Community Development.

Staff recommended approval of HPRB #19-22 in accordance with the following conditions:

1. The proposed signs on the north and west elevations shall be lowered to 15' or less on the respective elevations;
2. All design modifications required as conditions for approval shall be submitted to staff for approval prior to issuance of a Certificate of Appropriateness and/or issuance of building permit;
3. Additional goose neck lights on the north elevation are specifically excluded from any approval of HPRB #19-25; and
4. The proposed signs shall be installed in substantial conformance with updated supporting materials submitted on June 10, 2019, submitted updates to meet the zoning ordinance requirements noted in the staff report, and any subsequent updates required by the Board to meet Conditions #1, #2, and #3.

There was brief discussion amongst the Board and staff on this item. Board Member Shah questioned the exact location of the proposed sign due to the drawing demonstrated, which had two different locations proposed. The applicant agreed to reconcile the discrepancy of the sign location along Elden Street in the various submission materials prior to the July 17, 2019 HPRB Public Hearing.

COMMENTS

6. **Comments from the Staff Members**

Mr. Garcia advised the Board of the monthly outlook for the meetings in August 2019. Mr. Garcia stated that there is one new HPRB application received to date. Lastly, Mr. Garcia informed the Board that he will not be present at the July 17th public hearing, however another staff member, Mr. Bryce Perry, would be attending the meetings in his absence.

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7. **Comments from the Board Members**

There were no comments from the Board Members.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:44 p.m.



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



**Erika Orellana
Clerk to Boards and Commissions**

Minutes approved by the Heritage Preservation Review Board: August 21, 2019