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**HERITAGE PRESERVATION REVIEW BOARD
Work Session
March 4, 2020**

The Heritage Preservation Review Board of the Town of Herndon, Virginia, met in work session on Wednesday, March 4, 2020 at 7:00 p.m. in the Herndon Municipal Center Building, 777 Lynn Street, Herndon, Virginia. In attendance were: Chairman Robert B. Walker, Board Members: Eric Boll, Lauren Edmondson, Michael McFarlane, Matthew Ossolinski and Hiren Shah. Vice Chair Leslie Blaker-Glass was absent.

Others present during the meeting: Lauri Sigler, Deputy Town Attorney; Bryce A. Perry, Deputy Director; Chris Garcia, Community Design Planner and Erika Orellana, Clerk to Boards and Commissions.

1. DETERMINATION OF QUORUM

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

PUBLIC HEARINGS

- 2. APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR AN ALTERATION TO AN EXISTING STRUCTURE, HPRB #20-005**, to consider an application for a Certificate of Appropriateness for the installation of a new window on an accessory structure on the single family residential property at 744 Dranesville Road, Herndon, Virginia, located between the intersection of 3rd Street and Dranesville Road and the intersection of Worchester Street and Dranesville Road, and further identified as Fairfax County Tax Map 0104-02-0061A. The property is zoned R-10, Residential, Single Family; and consists of 91,685 total square feet of land. Owners/Applicants: William H. Wright, Jr. and Carol W. Wright. Applicants' Representative: Liz Lee, Moss Building and Design.

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 March 4, 2020, which is on file in the office of Community Development.

Staff recommended approval of HPRB #20-005, with the following condition:

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1. The proposed alteration shall be constructed in substantial conformance with the application and supporting materials as submitted January 30, 2020 and February 24, 2020.

The applicant was not in attendance to discuss the case. There was brief discussion amongst the Board and staff on this item regarding the location of the proposed of the window and the wall and door design with the new interior use of the space. In addition, the Board questioned the design of a transom window in proposed perspective renderings that was different than the existing window and had not been a part of any previous application. The Board had no major issues with the proposed application presented but did request additional information from the applicant. Staff committed to contact the applicant to attempt to provide additional or revised information to provide clarity in the Board's decision-making of the case.

3. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR AN ALTERATION TO AN EXISTING STRUCTURE, HPRB #20-006**, to consider an application for a Certificate of Appropriateness for the installation of an overhead roof structure over an entrance between the commercial buildings at 781 and 783 Station Street, Herndon, Virginia, located between the intersection of Station Street and Lynn Street and the intersection of Station Street and Pine Street, and further identified as Fairfax County Tax Map 0162-02-0301D. The property is zoned PD-D, Planned Development - Downtown; and consists of 5,904 total square feet of land. Owners/Applicants: James Building Development, LLC c/o Steve Mitchell.

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, "I am an attorney licensed by the Virginia State Bar Association. In the course of my practice I have represented the Owner/Applicant, but I have not provided legal advice to the Owner/Applicant relative to this Application. I am 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 March 4, 2020, which is on file in the office of Community Development.

Staff recommended approval of HPRB #20-006, with the following conditions:

1. The proposed alteration shall be constructed in substantial conformance with the application and supporting materials as submitted February 7, 2020 and February 10, 2020.

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The applicant was not in attendance to discuss the case, however, a representative of the applicant was present taking notes for the applicant. There was brief discussion amongst the Board and staff on this item. Board members questioned the measurement of the roof because it appeared to overlap the side door where the applicant is proposing to install the overhead roof. The Board requested additional information from the applicant related to the extent of the roof structure will project over the exterior space and doors, more details related to the new gutter integration into the existing downspouts, and more details related to the treatment of existing overhead light currently lighting the exterior space. The Board had no other major issues with the revised design presented or additional requests for additional information for staff or the applicant.

4. **APPLICATION FOR AN AMENDMENT TO AN APPROVED APPLICATION, HPRB #20-007** to consider an application for extending the period of performance for a Certificate of Appropriateness previously approved to construct additions and alterations to a single family detached residential structure on the property located at 641 Nash Street, Herndon, Virginia, located at the southeast corner of the intersection of Nash Street and Spring Street, and further identified as Fairfax County Tax Map 0162-02-0139. The property is zoned R-10, Residential, Single Family; and consists of 10,194 total square feet of land. Owners/Applicants: Francis Kenney, Jr. and Caitlin Kenney.

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, “I reiterate my previous disclosure given at the meetings conducted relative to the previous application. Further, I am the owner of a real estate settlement company named Highland Title & Escrow and am a practicing real estate lawyer. My company handled the real estate settlement when the applicant purchased the real estate. I was also retained as a lawyer by the former owner for the limited purpose of preparing the deed of conveyance. The transaction is concluded. I have not provided legal advice to the Applicants relative to this Application. I am 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 March 4, 2020, which is on file in the office of Community Development.

Staff recommended approval of HPRB #20-007, as follows:

1. Staff is recommending approval of the request for an extension, and that extension be valid for a period of one year from the date in which the Board approves such extension.

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The applicant was not in attendance to discuss the case. There was brief discussion amongst the Board and staff on this item. Board Members questioned the reason of the extension and were concerned that the the work would not get completed again. Staff advised the Board that applicant has been working with Town staff towards resolving the permitting and building lcoaiton surveys in order complete the projectas approved by the Board. However, staff also noted that if the applicant intended to modify the design in the near future, staff would bring the modifications ot the proposed design to the HPRB through formal application as required. The Board had no other major issues with the request or additional requests for additional information for staff or the applicant.

COMMENTS

5. Comments from the Staff Members

Mr. Garcia advised the Board that he would provide at the public hearing more information on cases for April HPRB meetings.

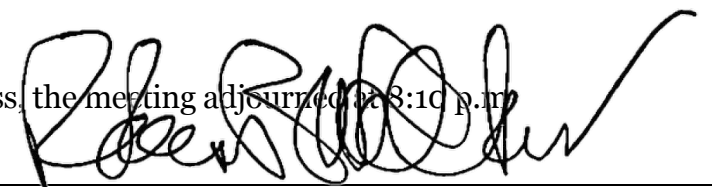
Mr. Perry informed the Board Members that the new Guidelines will be going to Town Council in April and then it will be brought back to the Board for additional comments. Mr. Perry informed that the Board's name would be renamed to "Historic Distric Overlay Board," and that will come to an effect in the next couple of months. He also stated that staff is working on developing a project to install new historic district street signs throughout the district. Mr. Perry stated that Comstock is requesting an extension to complete their work.

6. Comments from the Board Members

There were no comments from the Board Members.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:10 p.m.



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

Erika Orellana

**Erika Orellana
Clerk to Boards and Commissions**

Minutes approved by the Heritage Preservation Review Board: April 15, 2020