

**TOWN OF HERNDON, VIRGINIA
HERITAGE PRESERVATION REVIEW BOARD
WORK SESSION AGENDA
FEBURARY 5, 2020
HERNDON COUNCIL CHAMBERS BUILDING
765 LYNN STREET
7:00 P.M.**

CALL TO ORDER

1. Determination of Quorum

PUBLIC HEARINGS

2. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR A FREESTANDING SIGN, HPRB #20-001**, to consider an application for a Certificate of Appropriateness for the alteration of the existing freestanding sign located near the entrance to the commercial property at 761A Monroe Street, Herndon, Virginia, located between the intersection of Monroe Street and Madison Street and the intersection of Monroe Street and Pine Street, and further identified as Fairfax County Tax Map 0162-02-0275A. The property is zoned CC, Central Commercial; and consists of 5,491 total square feet of land. Owners/Applicants: Monroe Street Studio, LCC c/o Steve Mitchell. Applicant's Representative: David Kipper, Golden Real Estate Services.
3. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR A WALL OR WINDOW SIGN, HPRB #20-002**, to consider an application for a Certificate of Appropriateness for the installation of six (6) new business tenant wall signs on the commercial building at 761C Monroe Street, Herndon, Virginia, located between the intersection of Monroe Street and Madison Street and the intersection of Monroe Street and Pine Street, and further identified as Fairfax County Tax Map 0162-02-0275C. The property is zoned CC, Central Commercial; and consists of 5,491 total square feet of land. Owners/Applicants: Monroe Street Ventures, LCC c/o Steve Mitchell. Applicant's Representative: David Kipper, Golden Real Estate Services.
4. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR NEW CONSTRUCTION, HPRB #20-003**, to consider an application for a Certificate of Appropriateness for the construction of a new accessory structure, a storage shed, on the single family residential property at 764 Grace Street, Herndon, Virginia, located at the south corner of the intersection of Grace Street and the Washington and Old Dominion Trail right-of-way, and further identified as Fairfax County Tax Map 0104-02-0017. The property is zoned R-10, Residential, Single Family; and consists of 16,074 total square feet of land. Owners/Applicants: Bryce A. Perry and Phuong T. Pham.

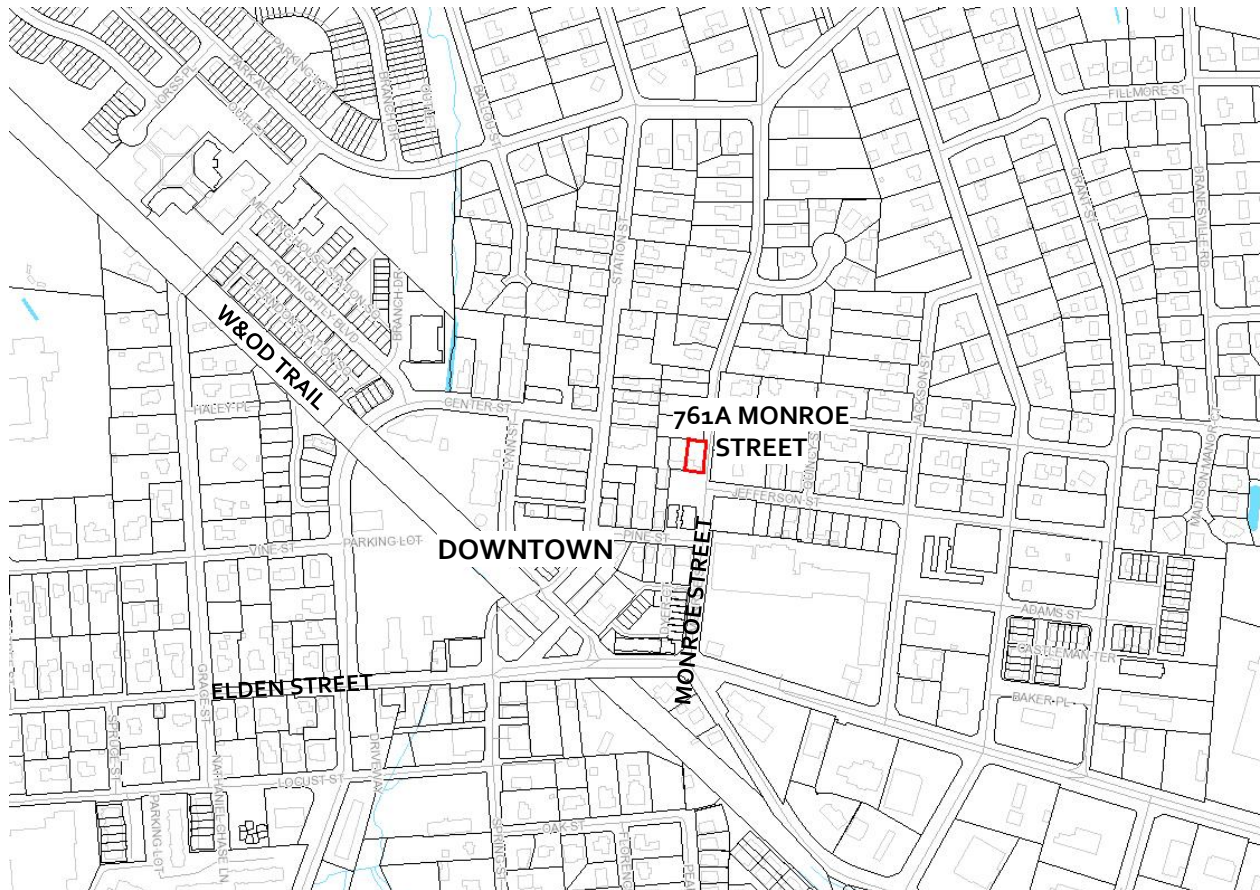
COMMENTS

5. Comments from the Staff Members
6. Comments from the Board Members

ADJOURNMENT

Case Number & Type: HPRB #20-001; Free Standing Sign
Case Summary: Construct and install new business sign panels on an existing freestanding sign
Case Location: 761-A Monroe Street, Monroe Professional Center

Location Map



Property Information

Applicant/Owner:	Monroe Street Studio, LLC c/o Steve Mitchell		
Agent:	David Kipper, Property Manager		
Business/Organization:	Monroe Professional Center		
Property Use:	Commercial office, multi-tenant		
Zoning District:	CC, Central Commercial	HPOD Designation:	Non-contributing
Adjacent Zoning:	North: R-10, Residential, Single Family South: CC, Central Commercial	East: R-10, Residential, Single Family West: CC, Central Commercial	
Adjacent Property HPOD Designation:	North: Contributing South: Non-contributing	East: Contributing West: Non-contributing	
Associated Cases:	HPRB #02-23, HPRB #20-001		

Building Type(s):	Two-story commercial use	Date of Construction:	Circa 1950/2002
Architectural Style(s):	Colonial Revival, English		
Exterior Material(s):	Brick, flat composite roof		
Neighborhood Design Profile:	Urban commercial		

Case Details

Case Description:

This application proposes to install new sign panels on one side of an existing freestanding sign. The signs will consist of a 6'-0" X 9" sign panel with the address "761 Monroe Street" and eight 2'-10" X 8" individual panels for existing and future tenant businesses. Each panel will have a *Hunter Green* (SW-6741 *Derbyshire*) edge trim and lettering stating the business name on a background of off white (SW-7551 *Greek Villa*), with the building identification letter in off white on a square field of *Hunter Green* located on the left side of the panel. All panels will be made of 1-1/2" high density urethane (HDU) foam boards and attached to the brick veneer with 4" aluminum studs and an adhesive. The HDU panels proposed in this application are similar to the existing panels found on the existing freestanding sign structure. The overall sign area for all panels is 24 square feet using the method for calculating sign area found in the Town's Zoning Ordinance (Attachment #1, #2, and #3).

Case Background:

The site and buildings within this commercial development have been the subject of numerous sign and alteration cases that have been heard by the Board, as well as cases before the Board of Zoning Appeals. The most notable case is HPRB #02-23 in which the existing freestanding sign, with approved variances, and now non-existent signage was authorized under the auspice of a Master Sign Plan. However, based on staff research of the case file for HPRB #20-002 and other available records, there does not appear to be any definitive Master Sign Plan design standards for which to apply to this application or the associated application for a wall or window sign. Without any specific design standards on which to base an administrative approval, the proposed freestanding sign panels are required to be reviewed and approved by the Board.

Applicable Design Guidelines & Criteria:

- Town of Herndon Heritage Preservation Handbook, Chapter 21 Design Guidelines: Signs
- Town Zoning Ordinance Section 78-141.6. - Sign standards for downtown mixed-use districts
- Town Zoning Ordinance, Section 78-140.6. - General standards for all signs
- Town Zoning Ordinance Section 78-60.3. - Heritage Preservation Overlay District (HP District)(Attachment #5)

Staff Analysis

1. The application proposes a total of 24 square feet of sign area on the street facing side of the existing CMU / brick veneer freestanding sign along Monroe Street. The sign regulations in Section 78-141.6, Tables 78-141.6 (a) of the Zoning Ordinance state that the sign area is determined by a standard square foot maximum in the

Central Commercial (CC) zoning district. The total permitted area for the freestanding sign (panels) is 24 square feet. Thus, the proposed sign on the site meets the size and placement standards of the referenced zoning ordinance section.

2. The proposed sign meets the Town Zoning Ordinance, Section, 78-140.6. - General standards for all signs regarding, the sign types, design, placement, and illumination.
3. Review of the Town's Heritage Preservation Handbook, Chapter 21 Design Guidelines: Signs, indicates that freestanding signs are generally not recommended except for certain properties within the Downtown. The Handbook states "Free standing signs, in general, are not an appropriate sign type in a traditional downtown except for use in the front yard of a residence that has been converted to commercial or office use." In 2002 a freestanding sign was determined to be appropriate for this development due to the development's court style frontage. Staff recognizes that the existing freestanding sign is already existing and was already reviewed and approved by the HPRB through HPRB #02-23. Staff also asserts that the overall composition of the sign panels does not substantially differ from the previous design and is redesigned to improve readability of the address and businesses located within the small-scale commercial complex. Further, staff also finds that the new sign panels do not detract from the architecture of the existing sign structure or the non-contributing buildings (Attachment #4) on site and maintains the existing color scheme on the subject property.
4. Section 78-60.3(f) of the Zoning Ordinance requires the HPRB to consider specific criteria/standards when reviewing applications (Attachment #5). Based on the evaluation of each criteria, staff finds the proposed signs will not detract from the overall visual appearance of this commercial property and will meet the intent of the evaluation criteria in the referenced section of the Town's Zoning Ordinance.

Staff Recommendation:

Motion Alternatives:	1. Motion to deny the application. 2. Motion to approve the application as submitted. 3. Motion to approve with condition(s). 4. Motion for continuance of the public hearing to a date certain or the next HPRB Public Hearing for action to address a specified design issue or concern of the Board
Recommended Motion:	Motion for approval of HPRB #20-001, in accordance with Alternative #3, with the following conditions: 1. Any holes in the exterior veneer that may remain from any previous signs on the front facing elevation shall be filled/repaired prior to installation of the new sign panel on the front elevation. 2. Any proposed business sign panels approved as placeholders for future tenants (two (2) shown in the current application)

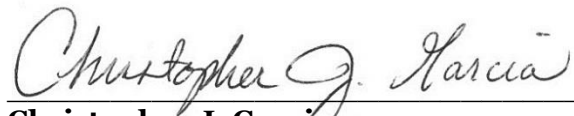
	shall maintain the consistent font type/lettering color and text and symbol arrangements as the proposed panels; and 3. The proposed signs shall be installed in substantial conformance with the application materials submitted on January 21, 2020.
--	---

Report Attachments

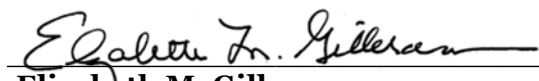
1.	Aerial Image
2.	Applicant Letter
3.	Site Plan, Sign Elevations and Details
4.	1987 Historic District Survey Form(s)
5.	Town's Zoning Ordinance, Section 78-60.3.

Staff Contact

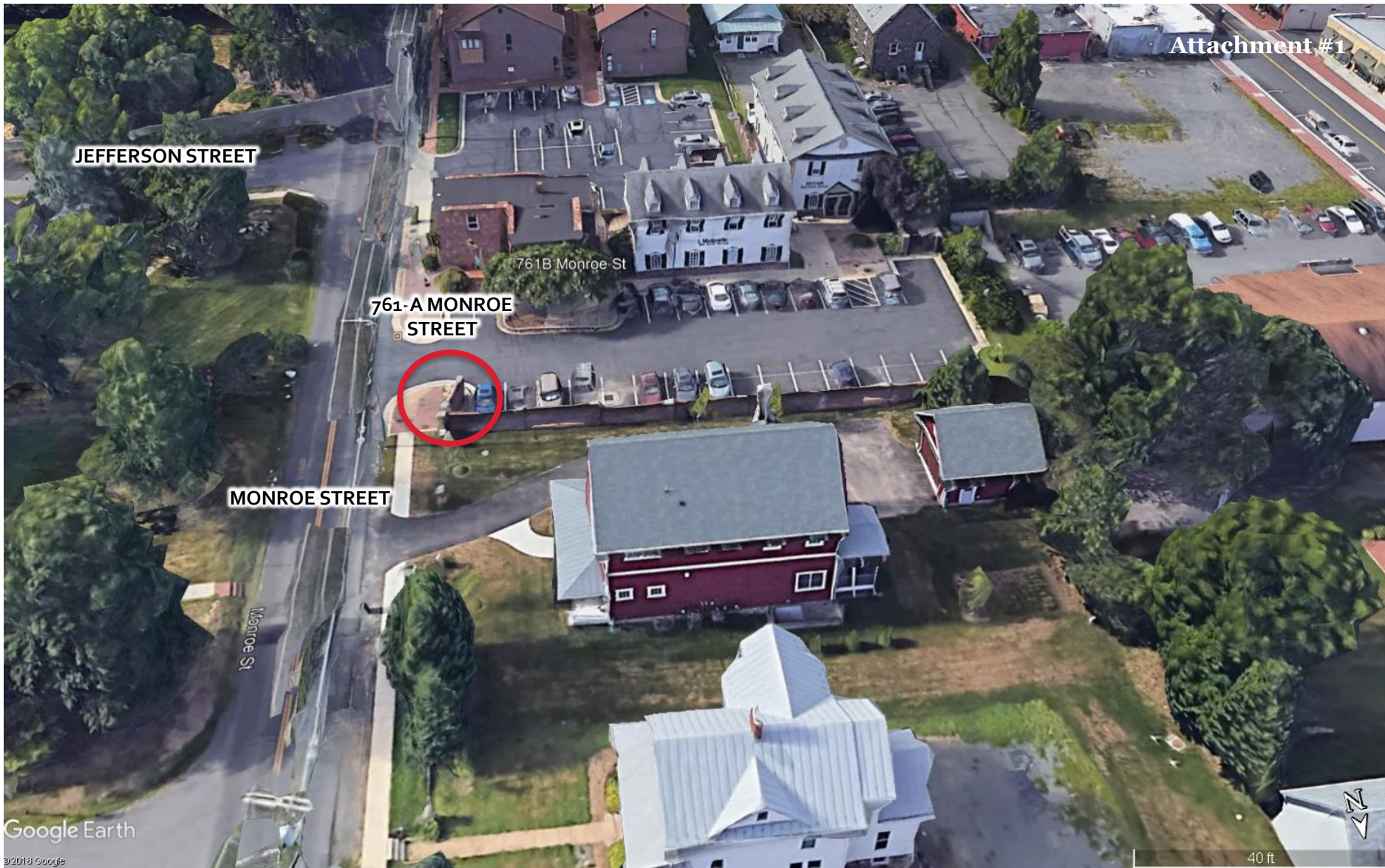
Name/Title:	Christopher J. Garcia, Community Design Planner
Phone/Email:	(703)787-7380; christopher.garcia@herndon-va.gov



Christopher J. Garcia
Community Design Planner



Elizabeth M. Gilleran
Director of Community Development



SITE LOCATION – AERIAL PHOTO



Imagery prepared by Town of Herndon
Department of Community Development
Image source: Google Earth © 2018/2019



VISION SIGN INC.

Taking Your Logo to New Heights Since The Turn of The Century!

TOH / HPRB

Attn: Chris Garcia

Herndon Planning & Zoning, Commercial Signage

RE: Signage for 761 Monroe Street

Monroe St. Ventures (MSV) and owner representative Steve Mitchell, intend to modify their parking lot entrance sign and change the signage on building C. After speaking with Chris Garcia at TOH we have conformed to the requests for signage per façade and on the freestanding brick entrance sign.

Currently building signage is Gemini formed plastic individual pin mount letters in a standard Hunter Green. Signs on the monuments are 1.5" sandblasted HDU in Hunter green (SW-6741 Derbyshire) and off white (SW-7551 Greek Villa). MSV intends to use the same materials for the parking entrance sign. As well their intention is to use the same materials for the building tenant signs on 761-C, eventually building A and B will follow suit once tenancy is finalized. Per the town, the parking entrance accumulates signage should be no greater than 24 Sq. Ft.

For the tenant signs on the North elevation (facing the parking lot) the intention is to reverse the colors to hunter background with off white text to enhance the readability as well as tie the signs into the hunter green shutters.

Building C will also have a tenant directory on the exterior façade. Materials for this sign will be MDO wood backer with acrylic changeable tenant panels and barrel mounts in a matching color scheme to the tenant wall mounted signs.

Lastly, building C is applying for a second set of wall mounted signs on the Monroe St. elevation (East). These signs will again match the color scheme of hunter background with off white text and border to match the existing shutters.

As mentioned, the square footage of each sign and the accumulated signage conforms to the towns request of 32 Sq. Ft. for the North elevation and 20 Sq ft per tenant (accumulated no great than 75 Sq. ft.). These accumulated totals are based on a frontage of 32 linear feet North and 75 linear feet East.

Sincerely, Jason Alexander

President-Vision Sign Inc.

45945 TREFOIL LANE #184 STERLING, VA 20166

P: (703) 707-0858 › F: (866) 838-0286 E: INFO@VISIONSIGN.NET › W: WWW.VISIONSIGN.NET



VIRGINIA
DIVISION OF HISTORIC LANDMARKS
HISTORIC DISTRICT/BRIEF
SURVEY FORM

File no.	235-225
Negative no(s).	9101-10

City / Town / Village / Hamlet	Herndon	County	Fairfax
Street address or route number	761 Monroe St.	U.S.G.S. Quad	Herndon
Historic name		Common name	"Russell, Evans, & Thompson"
Present use	office	Building Style	Noncontributing (C.P.A.'s)
Original use	office	Building Date(s)	ca. 1950-1960

1. Construction Materials

☐ wood frame
☐ brick
 bond: ☐ English
 ☐ Flemish
 ☐ _____-course American
 ☐ stretcher
 ☐ other _____

☐ stone
 ☐ random rubble
 ☐ coursed rubble
 ☐ ashlar ☐ dressed
 ☐ rock-faced

☐ log:
 ☐ squared ☐ unsquared
 notching:
 ☐ V-notch ☐ half dovetail
 ☐ saddle ☐ full dovetail
 ☐ square ☐ diamond

☐ concrete block
☐ terra cotta
☐ steel frame
☐ other _____

2. Cladding Material

☐ weatherboard ☐ composition siding
☐ vertical siding ☐ stucco
☐ board & batten ☐ aluminum or vinyl siding
☐ shingle: ☐ cast iron
 ☐ wood ☐ sheet metal
 ☐ asbestos ☐ enameled metal
 ☐ asphalt ☐ glass
☐ bricktex
☐ other _____

3. Stories (number) _____
☐ low basement ☐ raised basement

4. Bays (number): front _____ side (church) _____
☐ symmetrical ☐ asymmetrical

5. Roof Type
☐ shed ☐ hipped
 ☐ parapet? ☐ pyramidal?
☐ gable ☐ mansard
 ☐ pediment? ☐ false mansard
 ☐ parapet? ☐ gambrel
 ☐ clipped end? ☐ flat
 ☐ cross gable? ☐ parapet?
 ☐ central front gable? ☐ roof not visible
☐ other _____

6. Roofing Material

☐ shingle
 ☐ composition (asphalt, asbestos, etc.)
 ☐ wood
☐ metal
 ☐ standing seam
 ☐ corrugated
 ☐ pressed tin (simulated shingles)
☐ tile
 ☐ pantile ☐ flat ☐ glazed
☐ slate
☐ not visible

7. Dormers (number): front _____ side _____
☐ gable ☐ pediment?
☐ shed
☐ hipped

8. Primary Porch
style _____
stories _____
levels _____ bays _____
materials _____
description and decorative details _____

9. General supplementary description and decoration: _____

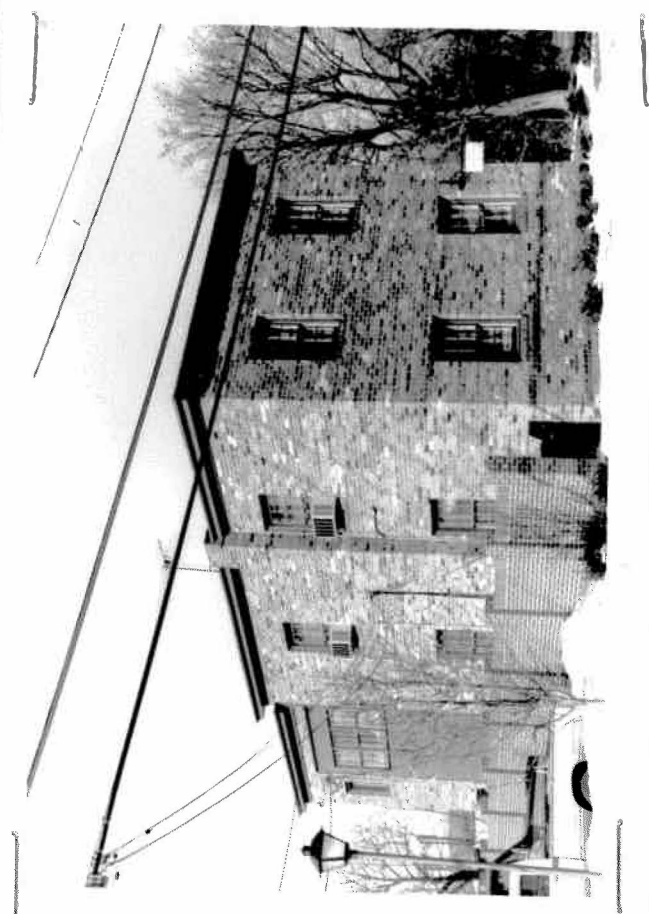
10. Major additions and alterations: _____

11. Outbuildings: _____

12. Landscape Features: _____

13. Significance: _____

Noncontributing office building



HERITAGE PRESERVATION REVIEW BOARD STANDARDS FOR DESIGN REVIEW

Excerpts from the Town of Herndon Code of Ordinances Chapter 78 – Zoning, Article VI Overlay Districts

Sec. 78-60.3. - Heritage Preservation Overlay District (HP District).

- (a) *Purpose and intent.* The heritage preservation overlay district (HP district) is intended to provide for the establishment of historic landmarks and preservation districts as a means of preserving the historical, cultural, and architectural heritage of the town and protecting designated historic resources and is adopted pursuant to the authority granted to localities by Virginia Code § 15.2-2306.
- (b) *Applicability.* No building, structure, or sign located in the HP district shall be erected, reconstructed, altered, demolished, moved, expanded or restored except in accordance with the provisions of section 78-60.3(g), certificate of appropriateness in the heritage preservation overlay district.
- (c) *District boundaries and maps.* The boundaries of the HP district shall be shown on the town's official zoning map and on the appropriate comprehensive plan maps after action by the planning commission and town council.....
- (f) *Development within the heritage preservation overlay district.* Development located within a preservation district shall be completed in accordance with the Herndon Heritage Preservation Handbook, and the following standards:
 - (1) *Alteration, restoration or reconstruction.* A certificate of appropriateness for altering, restoring, or reconstruction of a building or structure shall be approved only after considering the following standards, as well as other appropriate matters:
 - a. Whether or not reasonable effort shall be made to alter the site, building, or structure, and its environment to the minimal extent practicable.
 - b. Whether or not alteration of the original distinguishing qualities or character of a site, building, or structure and its environment and the removal or alteration of any historic material or distinctive architectural features shall be avoided to the greatest extent practicable.
 - c. Whether all sites, buildings and structures shall be recognized as products of their own time, with alterations and reconstruction to existing buildings and structures to be consistent with the original style of such buildings and structures.
 - d. Whether or not distinctive stylistic features or examples of skilled craftsmanship that characterize a building or structure or site shall be retained and restored to the greatest extent practicable.
 - e. Whether or not deteriorated architectural features shall be repaired, rather than replaced, wherever reasonably possible, and, if replacement is necessary, whether or not new materials shall match the material being replaced in composition, design, color, texture and other visual qualities to the greatest extent practicable.
 - f. Whether or not repair or replacement of missing architectural features shall, to the greatest extent possible, be based on accurate duplications of the original features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
 - g. Whether or not the surface cleaning of buildings and structures constituting historic landmarks shall be undertaken with the gentlest means practicable; provided, however, that

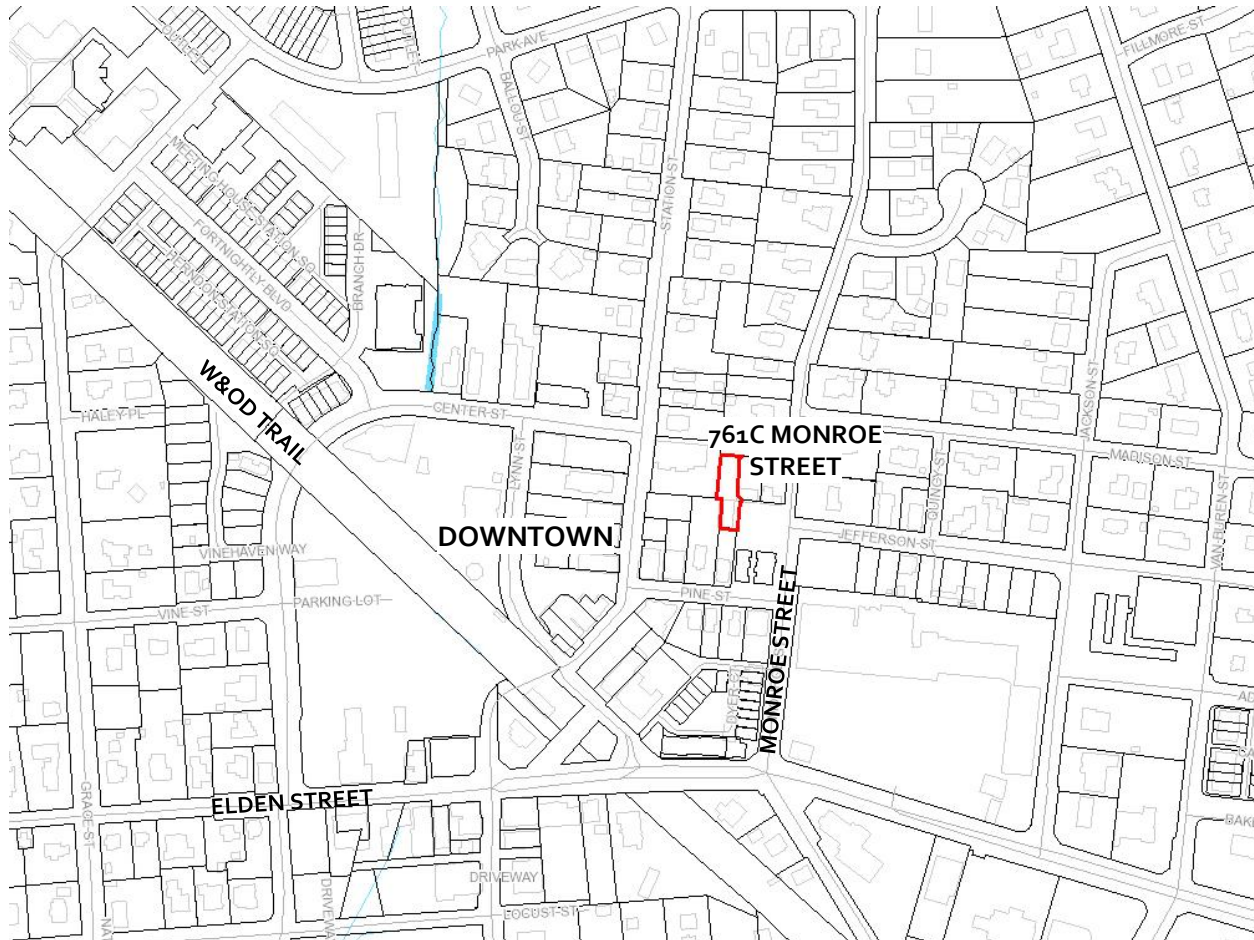
sandblasting and other cleaning methods that may damage the existing building materials shall not be approved.

- h. Whether or not partial demolition of buildings or structures within preservation districts may be approved when one or more of the existing facades are retained for the purpose of integrating new construction into existing historic buildings or structures when such is appropriate and in accordance with the intent of this article. The town does not advocate this procedure, as it goes against the Secretary of the Interior's guidelines for rehabilitation and credits would not be allowed in such projects.
 - i. Whether or not, to the greatest extent practicable, every effort shall be made to protect and preserve archeological resources within or adjacent to the heritage preservation overlay district.
 - j. Whether or not contemporary design for alterations and additions to existing buildings and structures is compatible with the size, scale, color, material, and character of the building and structures within preservation districts, and whether or not such alterations and additions would destroy significant historical, architectural, or cultural material.
 - k. Whether or not the proposed additions or alterations to existing buildings and structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would be unimpaired. Whenever possible, new additions or alterations to existing buildings and structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would be unimpaired.
- (2) *New construction.* A certificate of appropriateness for new construction of a building or structure may be approved only after considering the following standards, as well as other appropriate matters:
- a. Whether or not the design will be architecturally compatible with the historic landmarks, buildings, and structures in the heritage preservation overlay district in terms of size, scale, color, material, and character.
 - b. No specific architectural style shall be adopted or imposed in the administration of this section.
- (3) *Moving or relocating a building .* A certificate of appropriateness to move or relocate a building or structure may be approved only after considering the following, as well as other appropriate matters:
- a. Whether or not the proposed relocation may have a detrimental effect on the structural soundness of the building or structure;
 - b. Whether or not the proposed relocation would have a negative or positive effect on other historic landmarks or on other sites, buildings or structures located within the heritage preservation overlay district;
 - c. Whether or not the proposed relocation would provide new surroundings that would be compatible with the architectural aspect of the building or structure;
 - d. Whether or not the proposed relocation is the only practicable means of saving the structure from demolition; and
 - e. Whether or not the building or structure will be relocated to another site within the corporate limits of the town or to another adjacent site that is subject to preservation control.

- (4) *Demolition.* A certificate of appropriateness to demolish a building or structure may be approved, only after reviewing and considering the circumstances and conditions of the structure or building or the part proposed for demolition, and considering the following factors as well as all other appropriate matters:
- a. Whether or not the building or structure is an historic landmark or is a building within the heritage preservation overlay district that contributes to the character of the heritage preservation overlay district;
 - b. Whether or not the building or structure is of such interest or significance that it would qualify as a national or state landmark building or structure listed on the National Register of Historic Places or the Virginia Landmarks Register;
 - c. Whether or not the building or structure is of such old or uncommon design, texture or scarce material that it could not be reproduced or could be reproduced only with great difficulty and expense;
 - d. Whether or not historic events occurred in the building or structure;
 - e. Whether or not the building or structure is structurally unsound and to what extent;
 - f. Whether or not a relocation of the building or structure or a portion thereof would be to any extent practicable as a preferable alternative to demolition;
 - g. Whether or not the proposed demolition could potentially adversely affect other historic landmarks located within a preservation district or adversely affect the character of a preservation district;
 - h. If a building is damaged by a fire or other natural hazard, the building inspector shall determine if a building is structurally sound and is in imminent danger to public safety and should be demolished;
 - i. The reason for demolishing the building or structure and whether or not any alternatives to demolition exist;
 - j. Whether or not there has been a professional, economic, and structural feasibility study for rehabilitating or reusing the structure and whether or not its findings support the proposed demolition.

Case Number & Type: HPRB #20-002; Wall Signs
Case Summary: Construct and install new business wall signs on an existing commercial structure
Case Location: 761-C Monroe Street, Monroe Professional Center

Location Map



Property Information

Applicant/Owner:	Monroe Street Ventures, LLC c/o Steve Mitchell		
Agent:	David Kipper, Property Manager		
Business/Organization:	Monroe Professional Center		
Property Use:	Commercial office, multi-tenant		
Zoning District:	CC, Central Commercial	HPOD Designation:	Non-contributing
Adjacent Zoning:	North: R-10, Residential, Single Family South: CC, Central Commercial	East: CC, Central Commercial West: CC, Central Commercial	
Adjacent Property HPOD Designation:	North: Contributing South: Contributing	East: Non-contributing West: Non-contributing	

Associated Cases:	HPRB #02-23, HPRB #20-001		
Building Type(s):	Two-story commercial use	Date of Construction:	2002
Architectural Style(s):	Suburban commercial, Neo-Eclectic		
Exterior Material(s):	Brick wainscot, cementitious fiber board siding, gabled roofs with asphalt shingles		
Neighborhood Design Profile:	Urban commercial		

Case Details

Case Description:

This application proposes to remove existing signage on one elevation and install 5 new sign panels on two sides, north and east facades, of an existing commercial building and a ground level business directory sign on the north side of the building. The business name sign panels on the north elevation will consist of two 1'-4" X 9'-6" high density urethane (HDU) foam boards with the business names "*Fiero and Kori Attorneys at Law/Abogados*" in two lines of text and "*The O'Reilly Law Firm*" in one line of text. Each panel will have off white (SW-7551 Greek Villa) edge trim and lettering in a *Hunter Green* (SW-6741 Derbyshire) background. All panels will be made of 1-1/2" high density urethane (HDU) foam boards and attached to the cementitious fiber board with 4" aluminum studs and an adhesive. The HDU panels proposed in this application are similar to the existing panels found on the existing freestanding sign on 761-A Monroe (the subject of HPRB #20-001). The overall sign area for all panels is 21 square feet using the method for calculating sign area found in the Town's Zoning Ordinance. Each business sign panel appears to be centered below two existing gooseneck lights at an approximate height of 13'-0" from ground level and presumably below the finish floor of the second story.

Additionally, a 3'-0" wide X 3'-7" tall business directory sign will be installed on the north elevation at pedestrian height, approximately 7'-3" at its tallest point. This business directory sign will occupy approximately 10.75 square feet of sign area. The directory sign will be placed on the northeast corner of the building and centered between the building corner and the edge of shutters currently on the building. This sign will be constructed of 1/2" medium density plywood (MDO) backer panel mounted to the cementitious fiber board exterior wall material with 4" aluminum studs and painted an off white (SW-7551 Greek Villa). One-quarter inch thick acrylic panels, 6" and 8" tall and 34.5" wide, will be mounted to the MDO backer panel with 1" aluminum barrel mounts with the acrylic panels finished in a *Hunter Green* (SW-6741 Derbyshire) background to match the other wall signs. Avery® Supercast vinyl lettering with the business names, suite numbers and street address for the building will be applied on the acrylic sign panels. All signs on the north elevation will occupy approximately 30.75 square feet of surface area along the approximately 32 linear feet of building frontage facing a parking lot.

On the east elevation, three business sign panels are proposed 2'-0" X 10'-0" to be placed at an overall height of 13'-8" above ground. Two of the business signs are to have signage for "*Fiero and Kori Attorneys at Law/Abogados*" in two lines of text and "*Golden Real Estate Property Management*" in two lines of text, with a third panel proposed as a placeholder for a future tenant. Each of the named business sign panels are to be placed approximately 4'-10.5" from the building corners with the third sign centered on the

façade. Each panel will have the same off white (SW-7551 *Greek Villa* edge trim and lettering with the business name on each panel and a Hunter Green (SW-6741 *Derbyshire*) background as proposed on the north elevation panels. All panels will be made of 1-1/2” high density urethane (HDU) foam boards and attached to the cementitious fiber board with 4” aluminum studs and an adhesive. All walls signs on the east elevation will occupy 20 square feet of surface area each and occupy a total of 60 square feet (Attachment #1, #2, and #3).

Case Background:

The site and buildings within this commercial development have been the subject of numerous sign and alterations cases that have been heard by the Board, as well as cases before the Board of Zoning Appeals. The most notable case is HPRB #02-23 in which the existing freestanding sign, with approved variances, and now non-existent signage was authorized under the auspice of a Master Sign Plan. However, based on staff research of the case file and other available records, there does not appear to be any definitive Master Sign Plan design standards for which to apply to this application. Without any specific design standards on which to base an administrative approval the proposed freestanding sign panels are required to be reviewed and approved by the Board.

Applicable Design Guidelines & Criteria:

- Town of Herndon Heritage Preservation Handbook, Chapter 21 Design Guidelines: Signs
- Town Zoning Ordinance Section 78-141.6. - Sign standards for downtown mixed-use districts
- Town Zoning Ordinance, Section 78-140.6. - General standards for all signs
- Town Zoning Ordinance Section 78-60.3. - Heritage Preservation Overlay District (HP District)(Attachment #5)

Staff Analysis

1. The application proposes a total of 60 square feet of sign area along approximately 64’ of frontage facing Monroe Street and an additional 30.75 square feet of signage along the north elevation facing a parking lot. The sign regulations in Section 78-141.6, Tables 78-141.6 (a) of the Zoning Ordinance state that the sign area is determined by a standard one (1) square foot of sign area per linear foot of building frontage in the Central Commercial (CC) zoning district. Thus, the proposed signs meet the size and placement standards of the referenced zoning ordinance section.
2. The proposed sign meets the Town Zoning Ordinance, Section, 78-140.6. - General standards for all signs regarding, the sign types, design, placement, and illumination.
3. Review of the Town’s Heritage Preservation Handbook (Handbook), Chapter 21 Design Guidelines: Signs, indicates that number of wall signs, total square feet of sign area, placement and texture proposed in this application generally meets the design guidelines found in the Commercial Building Sign subsection found on page 100 of the Handbook. Further the application is proposing less sign area than is

permitted in the Town's Zoning Ordinance and less than the recommended maximums described in the Handbook guidelines.

Staff also asserts that the overall composition of the sign panels does not substantially differ from the previous design and is redesigned to improve readability of the address and business to be installed on the existing freestanding sign through HPRB #20-001. While the HDU is a more modern material and may not be the most desirable synthetic material, uniform application of materials may be preferable to a wider mix of sign materials that is present in the commercial complex today through past approvals. The Board may wish to discuss other sign materials such as metal signs with routed letters with some relief or color contrast for lettering or wood signs using the same color schemes as proposed. Staff still has questions regarding the placement of the signs on the north façade as the dimensioning of the location of the signs are missing in the photo renditions and cannot be accurately located on the building wall as shown in the east façade rendition.

Staff finds, aside from material selection and missing dimensional information, that the new sign panels do not detract from the architecture of the buildings and retains the existing color scheme on the subject property.

4. Section 78-60.3(f) of the Zoning Ordinance requires the HPRB to consider specific criteria/standards when reviewing applications (Attachment #5). Based on the evaluation of each criteria, staff finds the proposed signs will not detract from the overall visual appearance of this commercial building, will achieve the applicant's goals for adequate business signage, and will meet the intent of the evaluation criteria in the referenced section of the Town's Zoning Ordinance.

Staff Recommendation:

Motion Alternatives:	1. Motion to deny the application. 2. Motion to approve the application as submitted. 3. Motion to approve with condition(s). 4. Motion for continuance of the public hearing to a date certain or the next HPRB Public Hearing for action to address a specified design issue or concern of the Board
Recommended Motion:	Motion for approval of HPRB #20-002, in accordance with Alternative #3, with the following conditions: 1. Any holes in the exterior siding that may remain from any previous signs on the front facing elevation shall be filled/repaired prior to installation of the new sign panel on the front elevation; 2. The dimensioning of the location of all signs shall be clarified and detailed in a re-submission to staff prior to issuance of a building (sign) permit; 3. Any proposed business sign panels approved as placeholders for future tenants (one (1)) shown in the current application) shall maintain the consistent font type/lettering color and text and symbol arrangements as the proposed panels; and

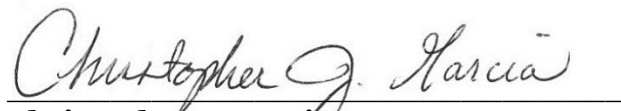
	4. The proposed signs shall be installed in substantial conformance with the application materials submitted on January 21, 2020 and any updates required by Conditions #2 and #3.
--	--

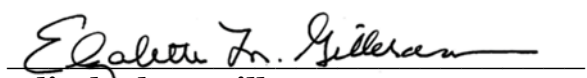
Report Attachments

1.	Aerial Image
2.	Applicant Letter
3.	Site Plan, Sign Elevations and Details
4.	Town's Zoning Ordinance, Section 78-60.3.

Staff Contact

Name/Title:	Christopher J. Garcia, Community Design Planner
Phone/Email:	(703)787-7380; christopher.garcia@herndon-va.gov


Christopher J. Garcia
Community Design Planner


Elizabeth M. Gilleran
Director of Community Development

JEFFERSON STREET

761B Monroe St

761-C MONROE STREET

MONROE STREET

Monroe St

Google Earth

©2018 Google

40 ft

SITE LOCATION – AERIAL PHOTO



Imagery prepared by Town of Herndon
Department of Community Development
Image source: Google Earth © 2018/2019



VISION SIGN INC.

Taking Your Logo to New Heights Since The Turn of The Century!

TOH / HPRB

Attn: Chris Garcia

Herndon Planning & Zoning, Commercial Signage

RE: Signage for 761 Monroe Street

Monroe St. Ventures (MSV) and owner representative Steve Mitchell, intend to modify their parking lot entrance sign and change the signage on building C. After speaking with Chris Garcia at TOH we have conformed to the requests for signage per façade and on the freestanding brick entrance sign.

Currently building signage is Gemini formed plastic individual pin mount letters in a standard Hunter Green. Signs on the monuments are 1.5" sandblasted HDU in Hunter green (SW-6741 Derbyshire) and off white (SW-7551 Greek Villa). MSV intends to use the same materials for the parking entrance sign. As well their intention is to use the same materials for the building tenant signs on 761-C, eventually building A and B will follow suit once tenancy is finalized. Per the town, the parking entrance accumulates signage should be no greater than 24 Sq. Ft.

For the tenant signs on the North elevation (facing the parking lot) the intention is to reverse the colors to hunter background with off white text to enhance the readability as well as tie the signs into the hunter green shutters.

Building C will also have a tenant directory on the exterior façade. Materials for this sign will be MDO wood backer with acrylic changeable tenant panels and barrel mounts in a matching color scheme to the tenant wall mounted signs.

Lastly, building C is applying for a second set of wall mounted signs on the Monroe St. elevation (East). These signs will again match the color scheme of hunter background with off white text and border to match the existing shutters.

As mentioned, the square footage of each sign and the accumulated signage conforms to the towns request of 32 Sq. Ft. for the North elevation and 20 Sq ft per tenant (accumulated no great than 75 Sq. ft.). These accumulated totals are based on a frontage of 32 linear feet North and 75 linear feet East.

Sincerely, Jason Alexander

President-Vision Sign Inc.

45945 TREFOIL LANE #184 STERLING, VA 20166

P: (703) 707-0858 › F: (866) 838-0286 E: INFO@VISIONSIGN.NET › W: WWW.VISIONSIGN.NET



761 Monroe Street New Signs (Monument & Building C ;January 2020)

NON LIT SIGN PLAN

Prepared By: Jason Alexander-President

Vision Sign Inc. 45945 Trefoil Lane #184 Sterling, VA 20166

P: 703 707 0858 F: 1 866 838 0286 sales@visionsign.net

Installation Address:
761-C Monroe st. Herndon
Zoning: Historic (HPRB)

tax map:

Pin #:

MSP#:

Occupancy Permit #:

Building Permit #:

Frontage: west 64', north 32'

Allowable: 32 SF North, 64 SF East

Sq ft of Signs: 31.81 SF North, 60 SF East

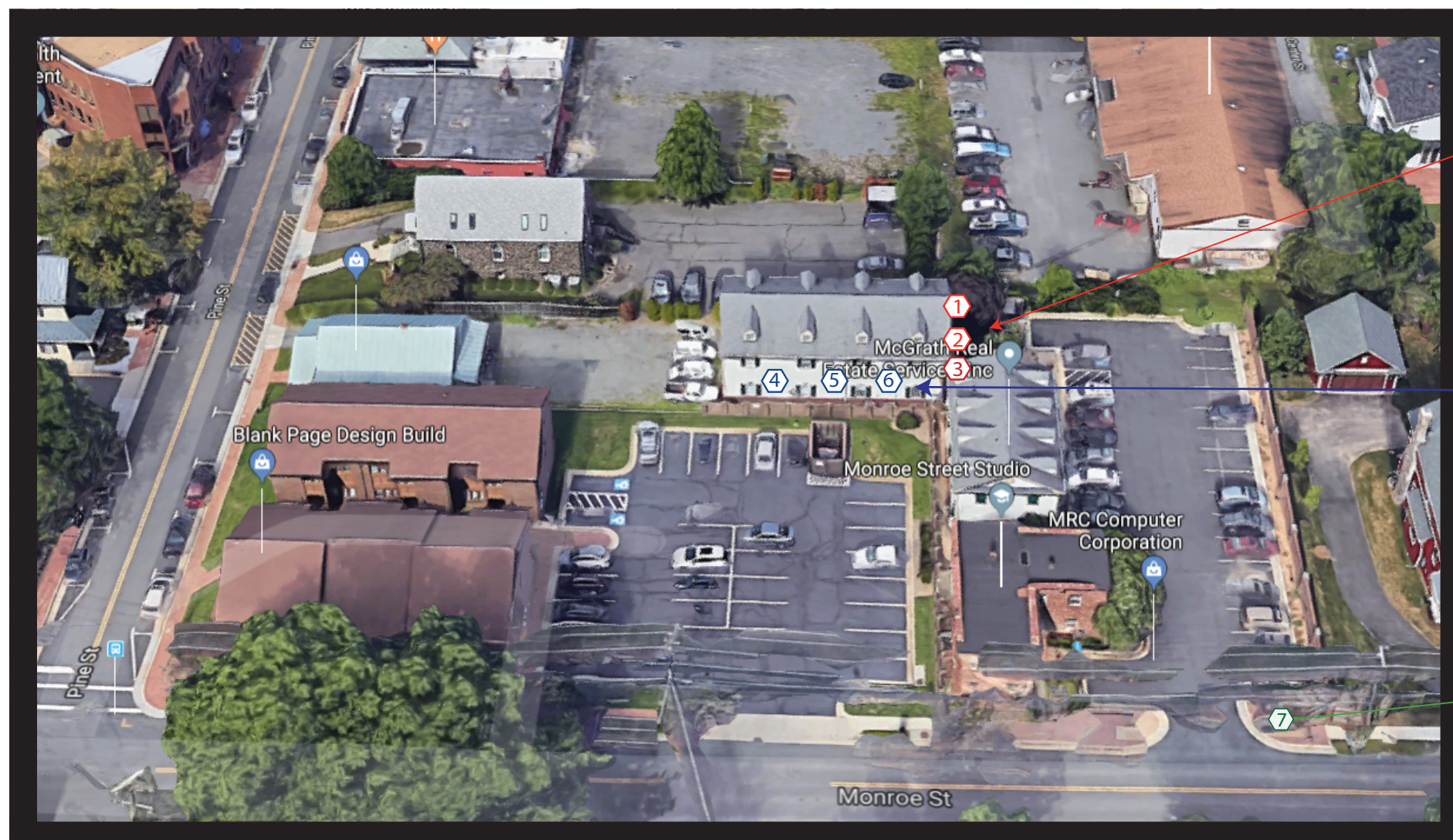
Signs 1 2
4 5 6
7

1.5" sandblasted HDU painted SW-7551 Hunter Green and SW-6741 Greek Villa. Panels mounted to facade siding panels with 1/4" aluminum studs silicone sealed

Signs 3

is 1/2" MDO wood painted SW-6741 Greek Villa with 1/4" acrylic painted SW-7551 Derbyshire Text Beige. Backer panel mounted to facade siding panels with 1/4" aluminum studs silicone sealed. Tenant panels are mounted with 1" satin aluminum barrel mounts

Sign overview:



1 **Tenant Sign: O'Rielly Law**
Type: 1.5" Sandblasted HDU
Size: 10.5 Sq Ft

2 **Tenant Sign: Fiero & Kori**
Type: 1.5" Sandblasted HDU
Size: 10.5 Sq Ft

3 **Building C Directory**
Type: 1/2" Wood & 1/4" Acrylic
Size: 10.81 Sq Ft

Total Signage North Elevation 31.81 Sq Ft

4 **Tenant Sign: Golden real Estate**
Type: 1.5" Sandblasted HDU
Size: 20 Sq Ft

5 **Tenant Sign: Future Tenant**
Type: 1.5" Sandblasted HDU
Size: 20 Sq Ft

6 **Tenant Sign: Fierro & Kori**
Type: 1.5" Sandblasted HDU
Size: 20 Sq Ft

Total Signage East Elevation 60 Sq Ft

7 **Tenant Sign Panels for Monument**
Type: 1.5" Sandblasted HDU
Size: 24 Sq Ft

(1) Header: 4.5 SF

(8) Tenant Panels: 1.88 SF each

Total Center Entrance Signage 24 Sq Ft

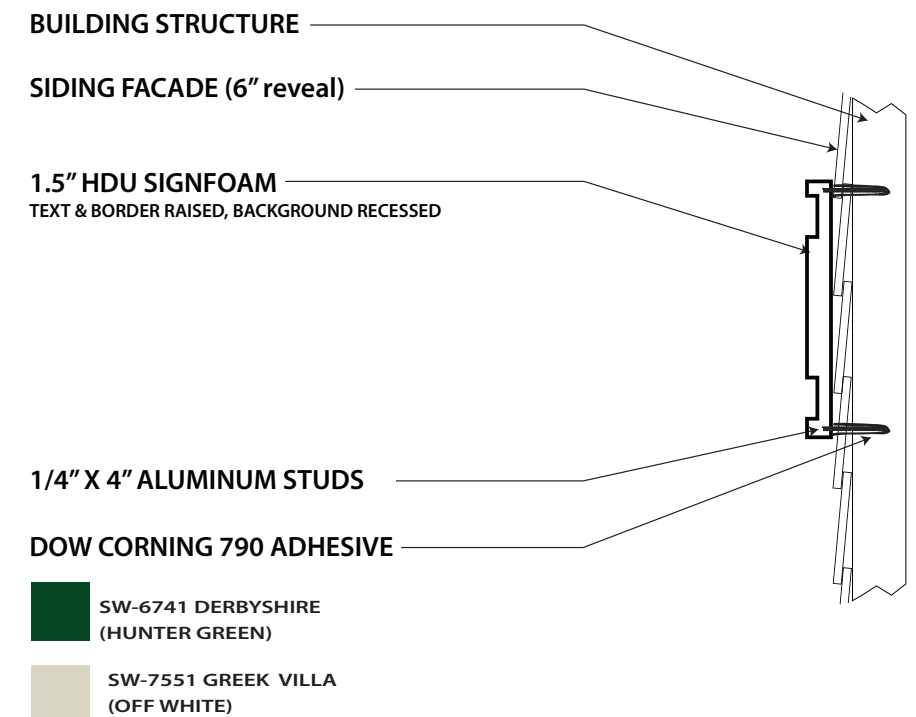
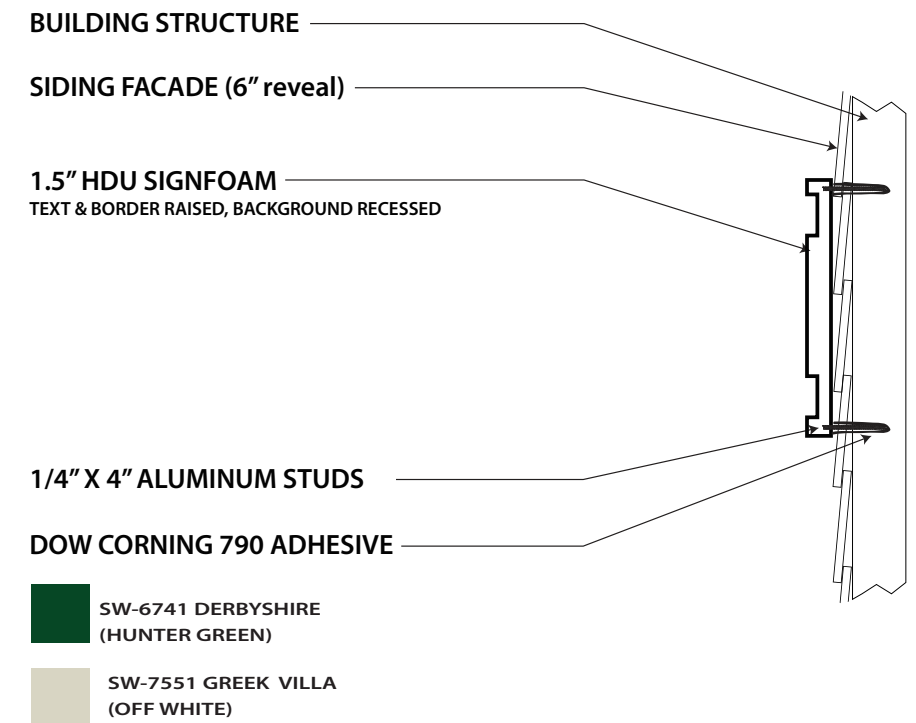


761 Monroe Street
New Signs
Building C North Elevation)

WALL MOUNTED SIGNS
Prepared By: Jason Alexander-President
Vision Sign Inc. 45945 Trefoil Lane #184 Sterling, VA 20166
P: 703 707 0858 F: 1 866 838 0286 sales@visionsign.net

Detail

North elevation





761 Monroe Street
New Signs
Building C North Elevation)

3



BUILDING STRUCTURE

SIDING FACADE (6" reveal)

1/2" MDO WOOD
SW-GREEK VILLA FINISH

1/4" CLEAR ACRYLIC
SW-DERBYSHIRE FINISH

AVERY SUPERCASST VINYL
SC-9220 BEIGE

GYFORD 1" SATIN ALUMINUM BARREL MOUNTS
SW-GREEK VILLA FINISH

1/4" X 4" ALUMINUM STUDS
SW-GREEK VILLA FINISH

DOW CORNING 790 ADHESIVE

SW-6741 DERBYSHIRE
(HUNTER GREEN)

SW-7551 GREEK VILLA
(OFF WHITE)

42" AFF

Ground line



761 Monroe Street
New Signs
Building C East Elevation)

WALL MOUNTED SIGNS
Detail
Prepared By: Jason Alexander-President
Vision Sign Inc. 45945 Trefoil Lane #184 Sterling, VA 20166
P: 703 707 0858 F: 1 866 838 0286 sales@visionsign.net

24"

4

Golden Real Estate
PROPERTY MANAGEMENT

120"

24"

5

Future Tenant

120"

24"

6

FIERRO & KORI
ATTORNEYS AT LAW / ABOGADOS

120"

BUILDING STRUCTURE

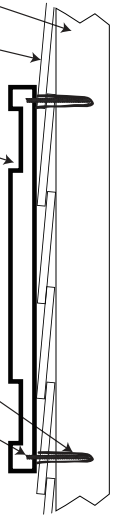
SIDING FACADE (6" reveal)

1.5" HDU SIGNFOAM
TEXT & BORDER RAISED, BACKGROUND RECESSED

DOW CORNING 790 ADHESIVE

1/4" X 4" ALUMINUM STUDS

SW-6741 DERBYSHIRE
(HUNTER GREEN)
SW-7551 GREEK VILLA
(OFF WHITE)



scale 1 " = 1'

4

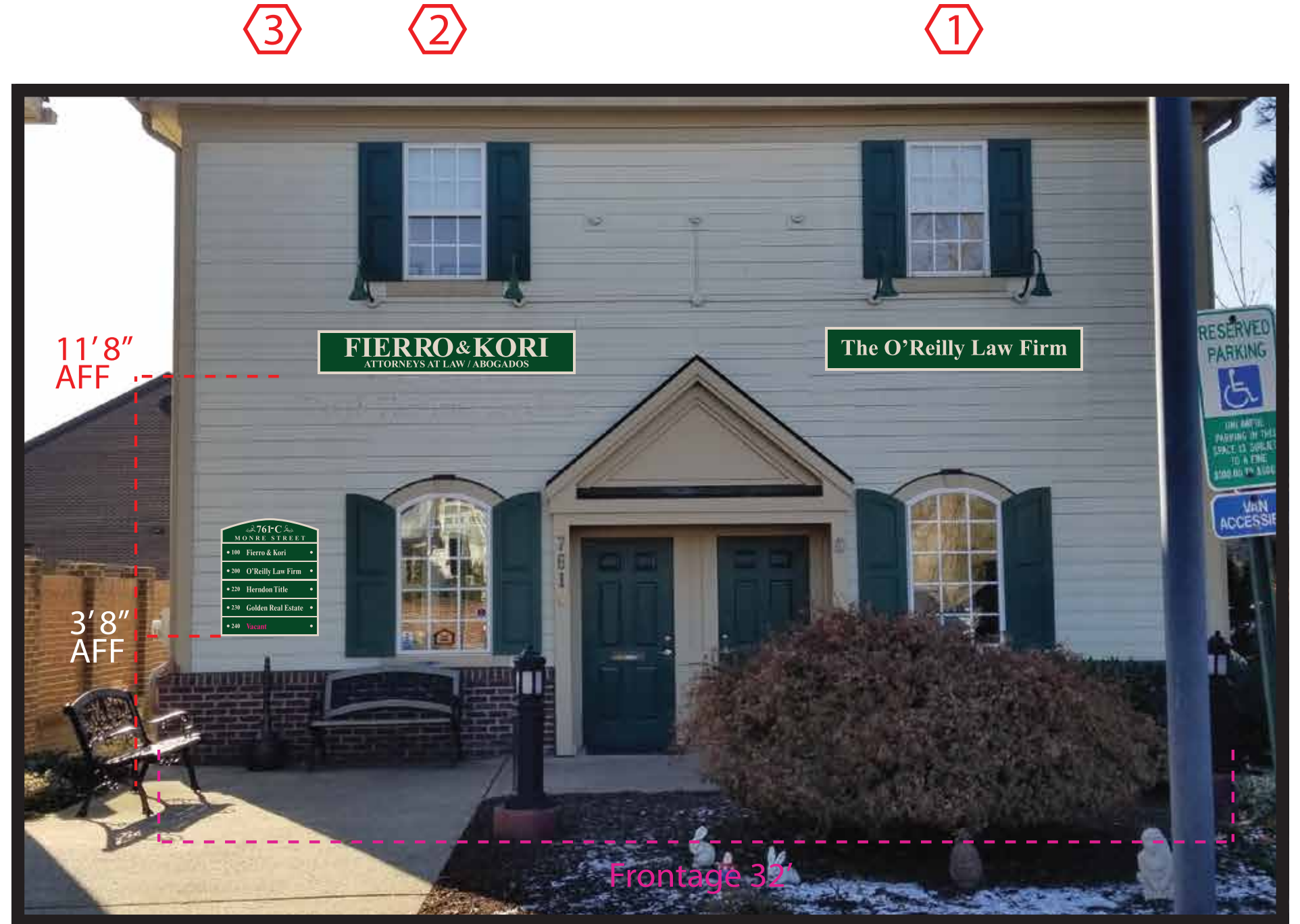


761 Monroe Street
New Signs
Building C North Elevation)

WALL MOUNTED SIGNS
Prepared By: Jason Alexander-President
Vision Sign Inc. 45945 Trefoil Lane #184 Sterling, VA 20166
P: 703 707 0858 F: 1 866 838 0286 sales@visionsign.net
Render



Before: No scale



Proposed
To Scale

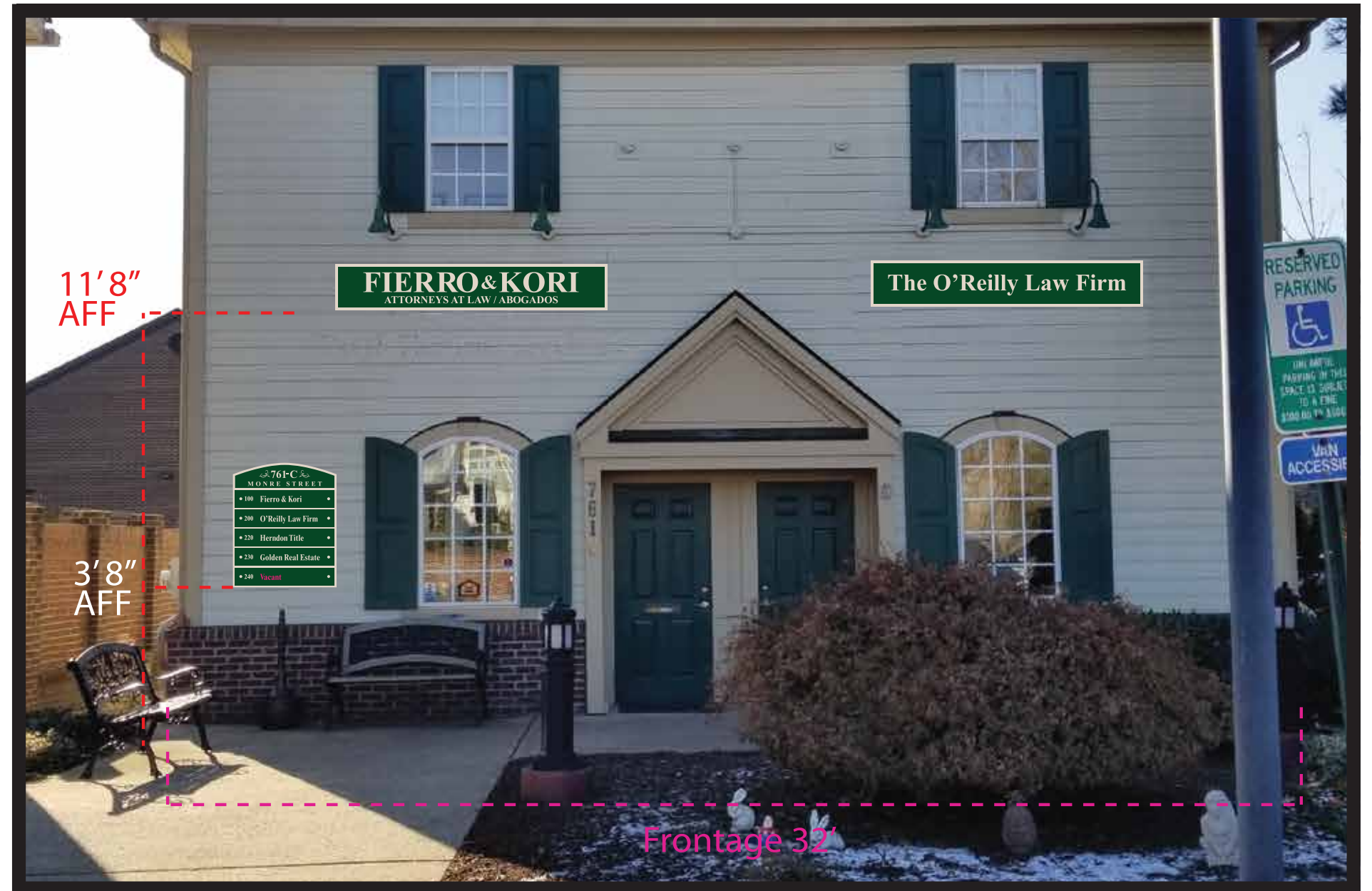


761 Monroe Street
New Signs
Building C North Elevation)

WALL MOUNTED SIGNS
Prepared By: Jason Alexander-President
Vision Sign Inc. 45945 Trefoil Lane #184 Sterling, VA 20166
P: 703 707 0858 F: 1 866 838 0286 sales@visionsign.net



Before: No scale



Proposed
To Scale



761 Monroe Street
New Signs
Building C East Elevation)

WALL MOUNTED SIGNS
Prepared By: Jason Alexander-President
Vision Sign Inc. 45945 Trefoil Lane #184 Sterling, VA 20166
P: 703 707 0858 F: 1 866 838 0286 sales@visionsign.net



Before: No scale

4

5

6



Proposed
To Scale

6" 4' 6.5" 6' 10' 6' 10' 6' 10' 6' 4' 4.5" 6"

64' Frontage'

scale 1/8" = 1'

HERITAGE PRESERVATION REVIEW BOARD STANDARDS FOR DESIGN REVIEW

Excerpts from the Town of Herndon Code of Ordinances Chapter 78 – Zoning, Article VI Overlay Districts

Sec. 78-60.3. - Heritage Preservation Overlay District (HP District).

- (a) *Purpose and intent.* The heritage preservation overlay district (HP district) is intended to provide for the establishment of historic landmarks and preservation districts as a means of preserving the historical, cultural, and architectural heritage of the town and protecting designated historic resources and is adopted pursuant to the authority granted to localities by Virginia Code § 15.2-2306.
- (b) *Applicability.* No building, structure, or sign located in the HP district shall be erected, reconstructed, altered, demolished, moved, expanded or restored except in accordance with the provisions of section 78-60.3(g), certificate of appropriateness in the heritage preservation overlay district.
- (c) *District boundaries and maps.* The boundaries of the HP district shall be shown on the town's official zoning map and on the appropriate comprehensive plan maps after action by the planning commission and town council.....
- (f) *Development within the heritage preservation overlay district.* Development located within a preservation district shall be completed in accordance with the Herndon Heritage Preservation Handbook, and the following standards:
 - (1) *Alteration, restoration or reconstruction.* A certificate of appropriateness for altering, restoring, or reconstruction of a building or structure shall be approved only after considering the following standards, as well as other appropriate matters:
 - a. Whether or not reasonable effort shall be made to alter the site, building, or structure, and its environment to the minimal extent practicable.
 - b. Whether or not alteration of the original distinguishing qualities or character of a site, building, or structure and its environment and the removal or alteration of any historic material or distinctive architectural features shall be avoided to the greatest extent practicable.
 - c. Whether all sites, buildings and structures shall be recognized as products of their own time, with alterations and reconstruction to existing buildings and structures to be consistent with the original style of such buildings and structures.
 - d. Whether or not distinctive stylistic features or examples of skilled craftsmanship that characterize a building or structure or site shall be retained and restored to the greatest extent practicable.
 - e. Whether or not deteriorated architectural features shall be repaired, rather than replaced, wherever reasonably possible, and, if replacement is necessary, whether or not new materials shall match the material being replaced in composition, design, color, texture and other visual qualities to the greatest extent practicable.
 - f. Whether or not repair or replacement of missing architectural features shall, to the greatest extent possible, be based on accurate duplications of the original features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
 - g. Whether or not the surface cleaning of buildings and structures constituting historic landmarks shall be undertaken with the gentlest means practicable; provided, however, that

sandblasting and other cleaning methods that may damage the existing building materials shall not be approved.

- h. Whether or not partial demolition of buildings or structures within preservation districts may be approved when one or more of the existing facades are retained for the purpose of integrating new construction into existing historic buildings or structures when such is appropriate and in accordance with the intent of this article. The town does not advocate this procedure, as it goes against the Secretary of the Interior's guidelines for rehabilitation and credits would not be allowed in such projects.
 - i. Whether or not, to the greatest extent practicable, every effort shall be made to protect and preserve archeological resources within or adjacent to the heritage preservation overlay district.
 - j. Whether or not contemporary design for alterations and additions to existing buildings and structures is compatible with the size, scale, color, material, and character of the building and structures within preservation districts, and whether or not such alterations and additions would destroy significant historical, architectural, or cultural material.
 - k. Whether or not the proposed additions or alterations to existing buildings and structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would be unimpaired. Whenever possible, new additions or alterations to existing buildings and structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would be unimpaired.
- (2) *New construction.* A certificate of appropriateness for new construction of a building or structure may be approved only after considering the following standards, as well as other appropriate matters:
- a. Whether or not the design will be architecturally compatible with the historic landmarks, buildings, and structures in the heritage preservation overlay district in terms of size, scale, color, material, and character.
 - b. No specific architectural style shall be adopted or imposed in the administration of this section.
- (3) *Moving or relocating a building .* A certificate of appropriateness to move or relocate a building or structure may be approved only after considering the following, as well as other appropriate matters:
- a. Whether or not the proposed relocation may have a detrimental effect on the structural soundness of the building or structure;
 - b. Whether or not the proposed relocation would have a negative or positive effect on other historic landmarks or on other sites, buildings or structures located within the heritage preservation overlay district;
 - c. Whether or not the proposed relocation would provide new surroundings that would be compatible with the architectural aspect of the building or structure;
 - d. Whether or not the proposed relocation is the only practicable means of saving the structure from demolition; and
 - e. Whether or not the building or structure will be relocated to another site within the corporate limits of the town or to another adjacent site that is subject to preservation control.

- (4) *Demolition.* A certificate of appropriateness to demolish a building or structure may be approved, only after reviewing and considering the circumstances and conditions of the structure or building or the part proposed for demolition, and considering the following factors as well as all other appropriate matters:
- a. Whether or not the building or structure is an historic landmark or is a building within the heritage preservation overlay district that contributes to the character of the heritage preservation overlay district;
 - b. Whether or not the building or structure is of such interest or significance that it would qualify as a national or state landmark building or structure listed on the National Register of Historic Places or the Virginia Landmarks Register;
 - c. Whether or not the building or structure is of such old or uncommon design, texture or scarce material that it could not be reproduced or could be reproduced only with great difficulty and expense;
 - d. Whether or not historic events occurred in the building or structure;
 - e. Whether or not the building or structure is structurally unsound and to what extent;
 - f. Whether or not a relocation of the building or structure or a portion thereof would be to any extent practicable as a preferable alternative to demolition;
 - g. Whether or not the proposed demolition could potentially adversely affect other historic landmarks located within a preservation district or adversely affect the character of a preservation district;
 - h. If a building is damaged by a fire or other natural hazard, the building inspector shall determine if a building is structurally sound and is in imminent danger to public safety and should be demolished;
 - i. The reason for demolishing the building or structure and whether or not any alternatives to demolition exist;
 - j. Whether or not there has been a professional, economic, and structural feasibility study for rehabilitating or reusing the structure and whether or not its findings support the proposed demolition.

Case Number & Type: HPRB #20-003; New construction
Case Summary: Construct new storage shed in the rear yard of a residential property
Case Location: 764 Grace Street

Location Map



Property Information

Applicant/Owner:	Bryce A. Perry and Phuong T. Pham		
Agent:	N/A		
Business/Organization:	N/A		
Property Use:	Single-family residential		
Zoning District:	R-10, Residential, Single-family	HPOD Designation:	Contributing
Adjacent Zoning:	North: R-10, Residential, Single-family South: R-10, Residential, Single-family	East: R-10, Residential, Single-family West: R-10, Residential, Single-family	
Adjacent Property HPOD Designation:	North: Non-contributing South: Contributing	East: Non-contributing West: Contributing	
Associated Cases:	N/A		

Building Type(s):	Two-story residential	Date of Construction:	Circa 1908
Architectural Style(s):	Folk Victorian		
Exterior Material(s):	Primary material: Wood lap siding with standing seam metal roof		
Neighborhood Design Profile:	Single-family detached residential with mainly contributing structures to the south and west; Abuts the W&OD Trail right-of-way		

Case Details

Case Description:

This application proposes to construct an 8' X 12' shed in the rear yard of the subject property for use as storage and a children's playhouse. The application proposes a traditional shed form with wood framed construction sheathed in LP Smartside® engineered wood siding with vertical scoring, painted white with 1" X 4" LP Smartside® engineered wood trim also painted white. In addition, the top portions of the façade within the gable will be sheathed in LP Smartside® 'fish-scale' shingle siding painted white to match the vertically oriented siding panels. The gable roof form will match the roof slope of the primary structure, with exposed rafter tails to match the primary structure's exposed rafter tails. The roof will be ribbed steel in red. The structure will sit on a wood platform approximately 4" to 6" in height. The height of the proposed structure to the roof ridge is 14' 7" and to the mid-point of the gable is 12' 6".

The front/south elevation of the shed will have a 3'-0" X 7'-2" wood two-panel door. Centered above the door within the gable end, a small one-over-one double hung window is proposed. The west elevation will have a 2'-6" X 4'-0" double hung wood window centered on the wall. This window has been reclaimed from the original primary structure and is proposed for reuse. On the east elevation a single medium density overlay (MDO) plywood loft door will be installed on the upper portion of the wall and painted white to match the wall color. This custom door will measure approximately 1'-6" X 2'-6". The north elevation will have a custom casement wood window and a wood balcony and railing with Trex® flooring members. The flooring members will be painted grey. All window and door trim will be made of 1" X 4" (approximately) Veranda® cellular PVC painted white to match the color of the siding. All windows and doors will be painted a dark brown/gray color which is not clearly specified in the application.

The property is triangular with 195' of linear frontage along Grace Street. In contrast the primary structure is only 40' 4" wide. The structure will be constructed along the northern portion of the property, approximately 2' from the north (rear/side) property line abutting the Washington and Old Dominion (W&OD) Trail, 45' from the front property line along Grace Street and approximately 33' from the primary dwelling structure. Existing vegetation will screen portions of the proposed structure from Grace Street and the W&OD Trail. (Attachments #1, #2, #3, and #4).

Case Background:

The contributing primary structure (the house) is a Folk Victorian styled residential structure, which has been incrementally improved over time with in-kind replacements,

repairs and minor alterations (subject to staff administrative approval) with the intent of retaining the structure's original architecture, forms and details. This residential architectural style is common to the Town's Heritage Preservation Overlay District (Attachment #5).

Applicable Design Guidelines & Criteria:

- Town of Herndon Heritage Preservation Handbook, Chapter 23 Design Guidelines for Building Site Improvements (Pages 107-109)
- Town Zoning Ordinance Section 78-21. - General Provisions for All Zoning Districts
- Town Zoning Ordinance Section 78-60.3. - Heritage Preservation Overlay District (HP District) (Attachment #6)

Staff Analysis

1. The Heritage Preservation Handbook, Chapter 23 Design Guidelines for Building Site Improvements includes the general guidelines for new residential outbuildings:

“Garages, Sheds and Other Structures

These building should be compatible with the design of the major buildings on the site. There are many existing historic outbuildings throughout the neighborhood and similar new structures should take their design clues form these older buildings. The use of traditional roof slope and traditional materials are two important criteria. New outbuildings should not be built in the front of dwellings, but if they are designed to complement the main building, they can be visible from primary elevations or streets.”

Staff finds that proposed accessory structure is in keeping with the intent of the design guidelines of the Heritage Preservation Handbook due to the: (1) location of the new building to the side and rear of the primary structure, (2) use of typical stylistic elements, forms and materials in common with the primary structure on the site, and (3) use of common design features of other outbuildings within the Heritage Preservation Overlay District.

The proposed accessory structure is located to the side of the primary structure, approximately 33' from the rear portion of the primary building's side facade in what is technically the rear yard. While the proposed structure will be partially screened by landscaping, the landscaping is not required by zoning and thus may not be a permanent feature. As stated in the Guidelines though, “...if they [accessory buildings] are designed to complement the main building, they can be visible from primary elevations or streets.” The proposal replicates the roof shape, slope and rafter tails, as well as other trim details of the primary structure. Proposed windows will be one-over-one which matches the window composition of the primary structure, and one of the windows will be a reused original window. The primary color of the proposed structure corresponds to the trim color of the primary structure as well as the white exterior of a pre-existing accessory structure on the site. While taking specific design elements and cues from the contributing structure, the applicant has also differentiated the design of the building with

different exterior materials and colors, such that the new accessory structure is clearly not original, does not copy the existing architecture, but is complementary to the main house. The selected materials are either authentic to the period of significance, to include wood, glass and metal, or are modern materials manufactured to be painted and which reflect the surface texture, surface reflectivity and finish of wood.

The proposed design has taken design cues from other older outbuilding found in the area, as noted in the applicant's submission. The simple form of the proposed structure replicates older accessory structures as does the utilitarian appearance of the two-panel plank door and the steel ribbed roof panels. Such elements reflect the materials used for utilitarian accessory structures during the district's period of significance. The massing and size of the proposed structure clearly delineate it as a secondary structure.

While staff finds the design to be in keeping with character of the contributing primary structure, and the proposed structure will not detract from the character of the district, several pieces of information related to the proposed design and materials need to be provided for clarity, which include:

- a) Detailed information on the scoring and selected options for the, LP Smartside® engineered wood siding with vertical scoring and Smartside® 'fish-scale' type shingle siding to be selected from the manufacturer's options;
 - b) The proposed color of the wood platform and whether the platform will be treated to withstand contact with the ground;
 - c) Confirmation of the distances of the proposed accessory structure from property lines and the primary structure;
 - d) Samples of the selected paint colors with the manufacturer's name and the name of the color.
2. The proposed accessory structure complies with Zoning Ordinance Section 78-21. - General Provisions for All Zoning Districts, specifically related to Table 78-21(f): Features Allowed Within Required Setbacks and Yards, however staff will require clarification of the distances of the proposed accessory structure from property lines and the primary structure, most notably the distance of the proposed structure from the rear property line.
 3. Section 78-60.3(f) of the Zoning Ordinance requires the HPRB to consider specific criteria/standards when reviewing applications (Attachment #6). Based on the evaluation of the pertinent criteria, (78-60.3(f)(2)) staff finds the proposed accessory structure will be in keeping with overall visual appearance and architecture of the site and the district, thus meeting the intent of the evaluation criteria.

Staff Recommendation:

Motion	1. Motion to deny the application.
Alternatives:	2. Motion to approve the application as submitted.
	3. Motion to approve with condition(s).

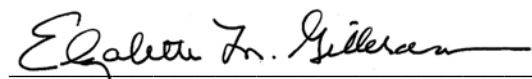
	4. Motion for continuance of the public hearing to a date certain or the next HPRB Public Hearing for action to address a specified design issue or concern of the Board
Recommended Motion:	Motion for approval of HPRB #20-003, in accordance with Alternative #3, with the following conditions: 1. Applicant shall provide detailed information to staff for review and approval prior to review/issuance of a building permit, to include the following: 2. Detailed information on the scoring and selected options for the, LP Smartside® engineered wood siding with vertical scoring and Smartside® ‘fish-scale’ type shingle siding to be selected from the manufacturer’s options 3. The proposed color of the wood platform and whether the platform will be treated to withstand contact with the ground. 4. Confirmation of the distances of the proposed accessory structure from property lines and the primary structure. 5. Samples of the selected paint colors with the manufacturer’s name and the name of the color. 6. The proposed structure will be constructed and installed in substantial conformance with the application and supporting materials as submitted January 13, 2020, January 23, 2020, and any updated information submitted to Town staff meeting Condition #1.

Report Attachments

1.	Aerial Image
2.	Applicant Letter
3.	Site photos of Existing Conditions
4.	Proposed Site Plan, Elevations and Materials Information
5.	1987 Historic District Survey Form
6.	Town’s Zoning Ordinance, Section 78-60.3.

Staff Contact

Name/Title:	Elizabeth M. Gilleran, AICP Director of Community Development
Phone/Email:	(703)787-7380; lisa.gilleran@herndon-va.gov


 Elizabeth M. Gilleran, AICP
 Director of Community Development



SITE LOCATION – AERIAL PHOTO



Imagery prepared by Town of Herndon
Department of Community Development
Image source: Google Earth © 2018/2019

Town of Herndon
Heritage Preservation Review Board

December 26, 2019

RE: COA Application for New Shed at 764 Grace Street

Board Members and Town Staff:

I request your review of a proposal to construct an 8' wide by 12' long by 12' high wood frame shed on the property at the above reference address. The shed will be used for storage and playhouse. It will be designed to reflect the historic architecture of the contributing house on the property without mimicking it. This will be achieved by the use of similar forms and some detailing to match the forms and detailing on the house but also the use of a different primary cladding material to visually distinguish it from the house. A similar approach was used for an existing building that also includes some matching architectural characteristics to the house but a divergent exterior wall treatment.

The proposed shed's exterior materials include:

Primary cladding material: LP Smartside engineered vertical wood siding, painted white

Secondary cladding material: LP Smartside engineered wood cedar shape siding, painted white

Roofing material: Metal Sales ribbed steel roof panel, painted red

Window: Wood double hung, no muntins, reclaimed original window from house, sash painted dark brown/grey

Door: Wood, solid, double paneled, custom-made, painted dark brown/grey

Loft Door: Wood MDO, with wood trim, custom-made, all painted white

Loft Windows: Wood framing with plexiglass or similar, custom-made, painted dark brown/grey

Loft Overhang: Wood railing painted white, grey Trex flooring

Rafter Tails: Wood painted white

Trim Boards (fascia, rake, corner, window, door): Veranda cellular PVC painted white

The decorative rafter tail design will match decorative rafter tails on the house. The shed's roof shape and slope will match the roof of the house. The door design will reflect the design of the doors on the house and existing outbuilding which are paneled and the double hung window will match the design of the double hung windows of the house and outbuilding. The shed will be placed north of the house (left side) within the rear yard as shown on the enclosed property plat.

Enclosed COA application materials include:

1. Property plat showing location of proposed shed
2. Elevation and perspective drawings with exterior materials labeled
3. Photographs of property and existing buildings
4. Exterior materials cut sheet collection

Thanks for your consideration of this proposal and please feel free to contact me with any questions or requests for additional information.

Respectfully,



Bryce A. Perry

Property Owner, 764 Grace Street, Herndon VA



FRONT HOUSE ELEVATION – VIEW FROM STREET



APPROXIMATE SHED LOCATION



DETAIL OF EXISTING HOUSE'S RAFTER TAILS



SOUTH SIDE/REAR VIEW OF HOUSE



EXISTING OUTBUILDING



NORTH SIDE VIEW OF HOUSE



APPROXIMATE LOCATION SHED



APPROXIMATE LOCATION OF SHED



Y THAT I HAVE SURVEYED THE PROPERTY SHOWN HEREON FOR THE
ATING THE IMPROVEMENTS ONLY, AND THE PROPERTY CORNERS HAVE

DRAWN BY BF

1'-8" 8' 1'-8"

METAL GALVALS RIBBED STEEL
ROOF PANELS

WOOD RAFTERS

CUSTOM DOUBLE-HUNG
WOOD WINDOW

LP SMARTSIDE
DECORATIVE SHINGLE
SIDING

CUSTOM CASEMENT
WOOD WINDOW

LP SMARTSIDE VERTICAL
ENGINEERED WOOD SIDING

PANELED WOOD DOOR

CELLULAR PVC CORNER
TRIM

WOOD BALCONY
? RAILING

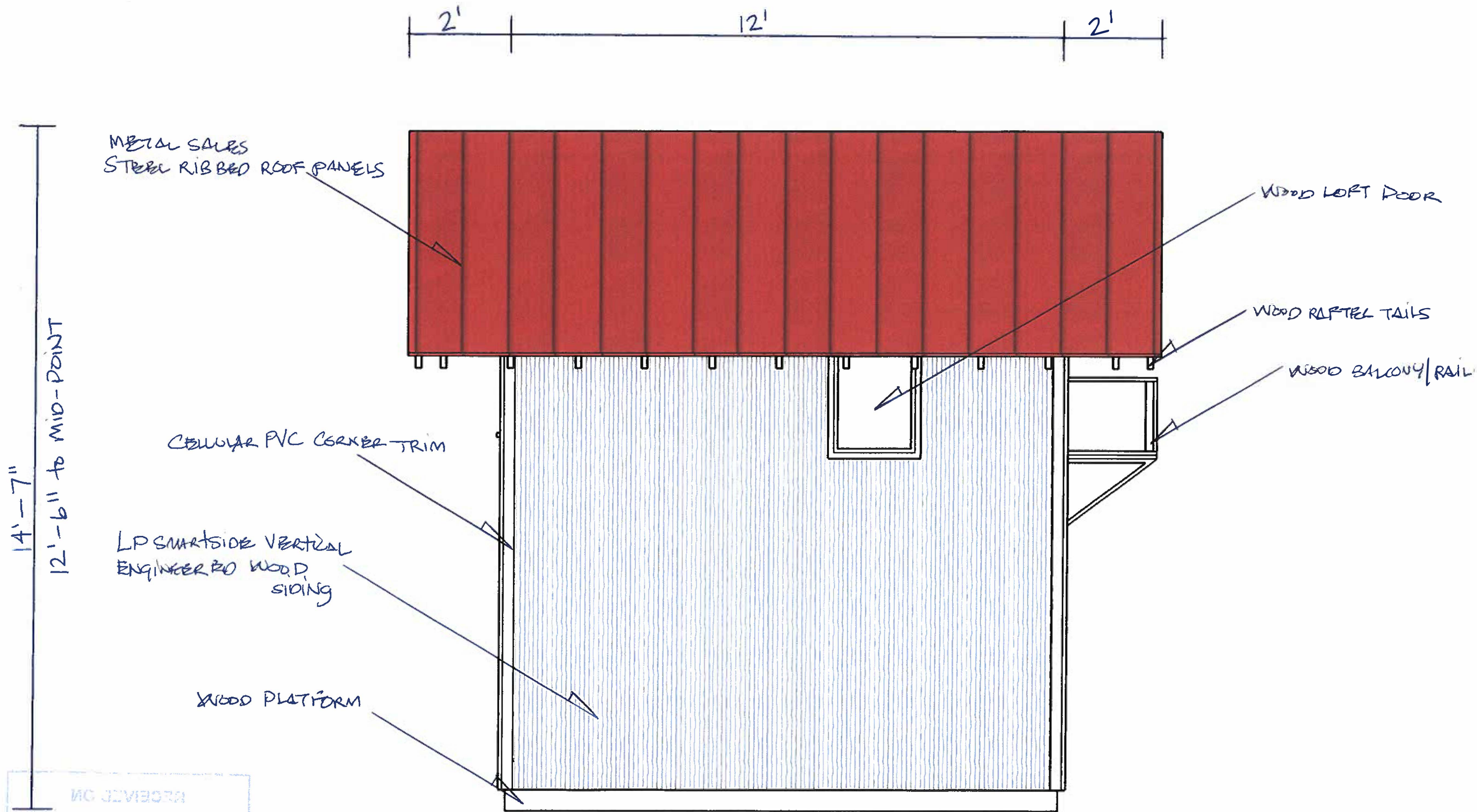
WOOD
PLATFORM

FRONT/SOUTH ELEVATION

REAR/NORTH ELEVATION

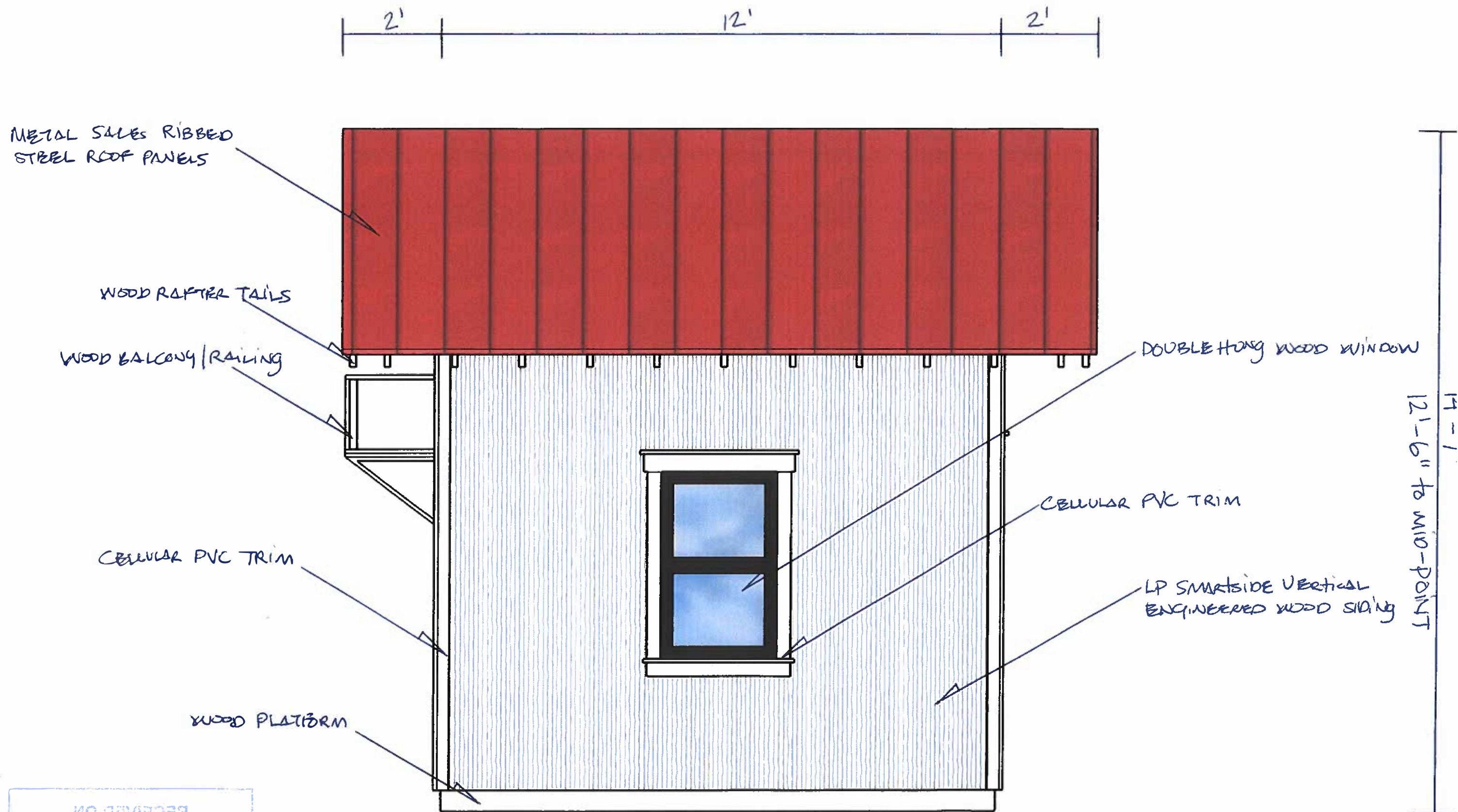
SCALE: 1/2 INCH = 1 FOOT

14'-7"
12'-6" TO MID-POINT



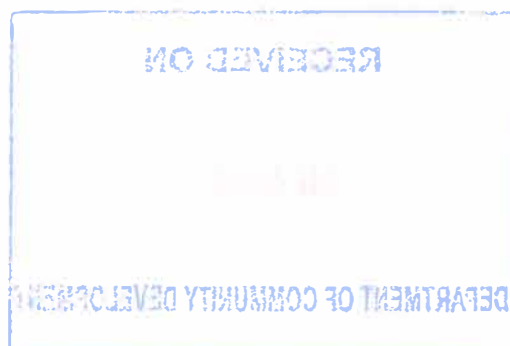
SIDE/EAST ELEVATION

SCALE: 1/2 INCH = 1 FOOT



SIDE/WEST ELEVATION

SCALE: 1/2" = 1' FOOT



* EXAMPLE OF DOOR DESIGN

Pacific Entries
Model # UA2242-28

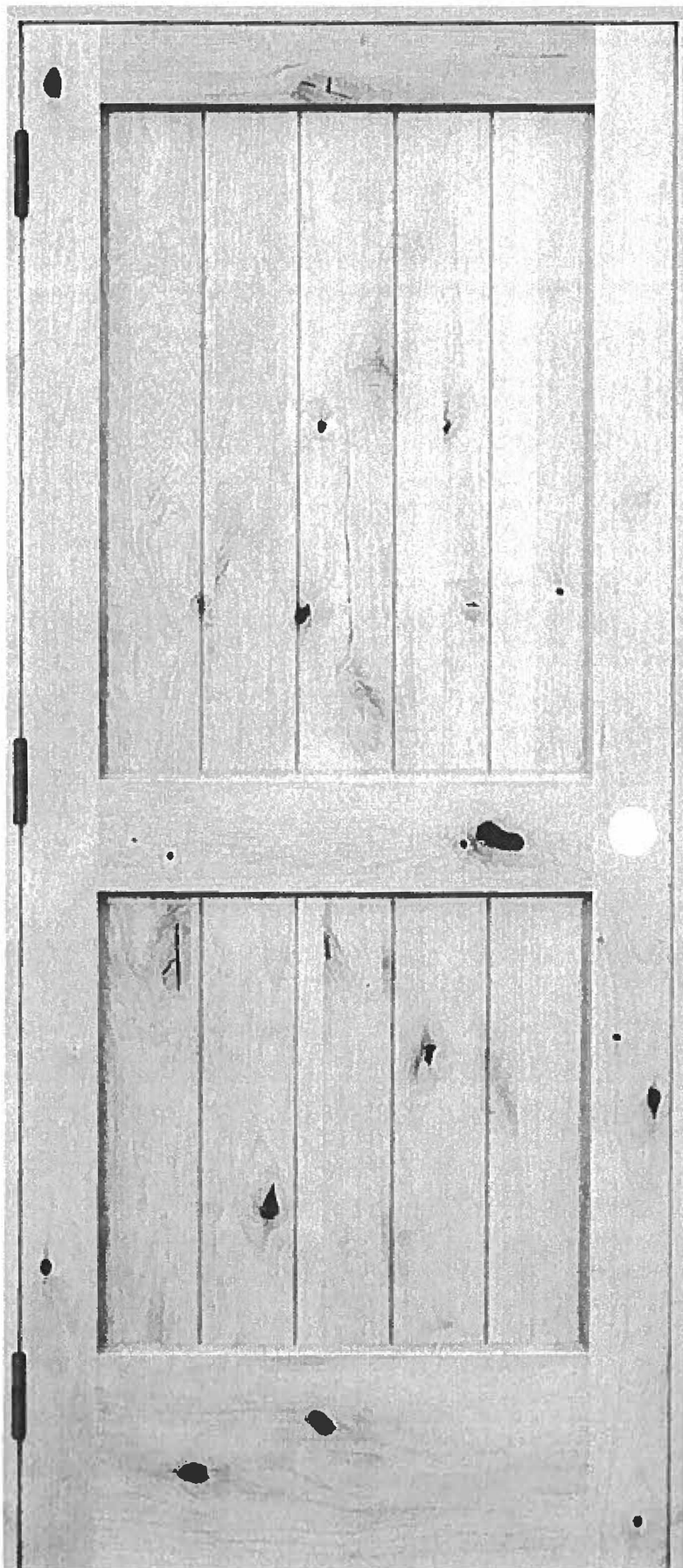


Pacific Entries 28 in. x 80 in. Rustic Unfinished 2-Panel V-Groove Solid Core Knotty Alder Wood Reversible Single Prehung Interior Door

Product Overview

This Pacific Entries Interior solid wood reversible interior door will enhance the warm and beauty of every home. Adding a natural rustic beauty of authentic knotty alder from Washington State will draw great memorable impressions of your home interior. New install or old, this door will enhance every home.

- Reversible jamb system allows the homeowner to determine the exact swing wanted when installing the doors, no more handing errors or confusion, easily assembled within minutes, installs with no visible holes bringing unmatched beauty and clean installation
- Knock down ready to assemble system allows easy handling eliminating transportation damage, consolidate packaging makes it easy to transport multiple doors in just 1 trip
- Quality craftsmanship of engineered stiles and rails as well as solid panels designed to resist shrinking, swelling or splitting create a stable product with outstanding value designed to last generations
- Ships within 5 working days
- Actual unit size = 29.75 x 81.8
- Unfinished ready for stain
- Matching knotty alder jambs add quality to this door system



* EXAMPLE OF WINDOW SASH

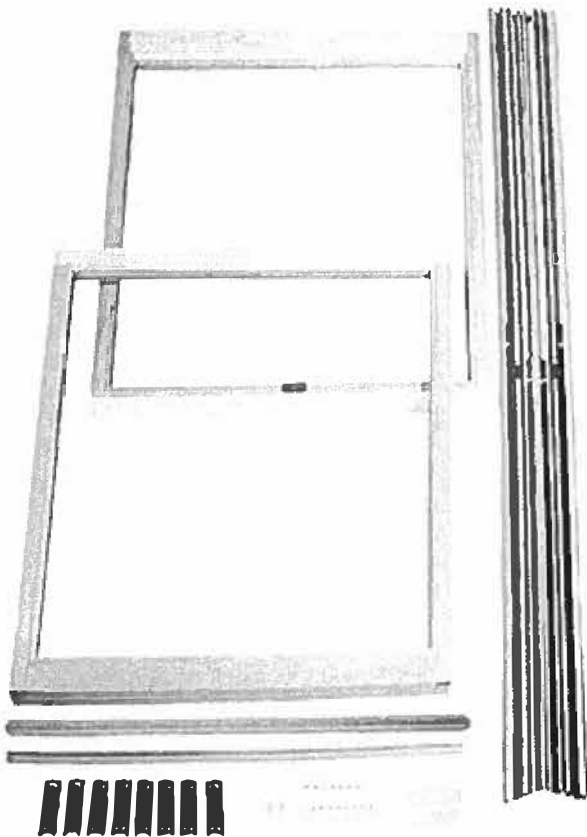
Available Enhancements

- Primed and Pre-finished White Interiors
- High Performance Glass Options
- AAMA 2605 Aluminum Clad, Vinyl Clad and Primed Wood Exteriors
- Multiple Grille Options
- Endless Lite Configurations
- Six Wood Species Available



Double Hung Replacement Kit

Even huge jobs become small projects with Lincoln's Double Hung Replacement Kit. There's no reason to replace or even disturb the interior or exterior trim. The Replacement Kit utilizes an existing window frame in combination with snap-in jambliners and energy efficient sash that can be installed from the interior of the home. In a matter of minutes, you'll turn an old double hung window into a major home improvement. With custom sizing available to 1/16", finding the right size replacement for your project is easy.



Features	Benefits
Tilt-in Sash	Sash tilt to the interior for easier cleaning and removal.
Seven Sash Lock Finishes	Match your interior décor for a consistent look throughout the home.
Heavy Duty Hardware	Hardware performs year after year.
Block & Tackle Balance	Sash weight is compensated for and makes windows easy to operate.
Interlock with Weatherstrip	Double protection against air infiltration with multiple weatherstrips and interlocking sash.
Installation Hardware	Sash kits include fasteners, clips, sash, balances and weatherstrip.
Quantum Kit	For 4-1/4" sash pockets and large window sizes.

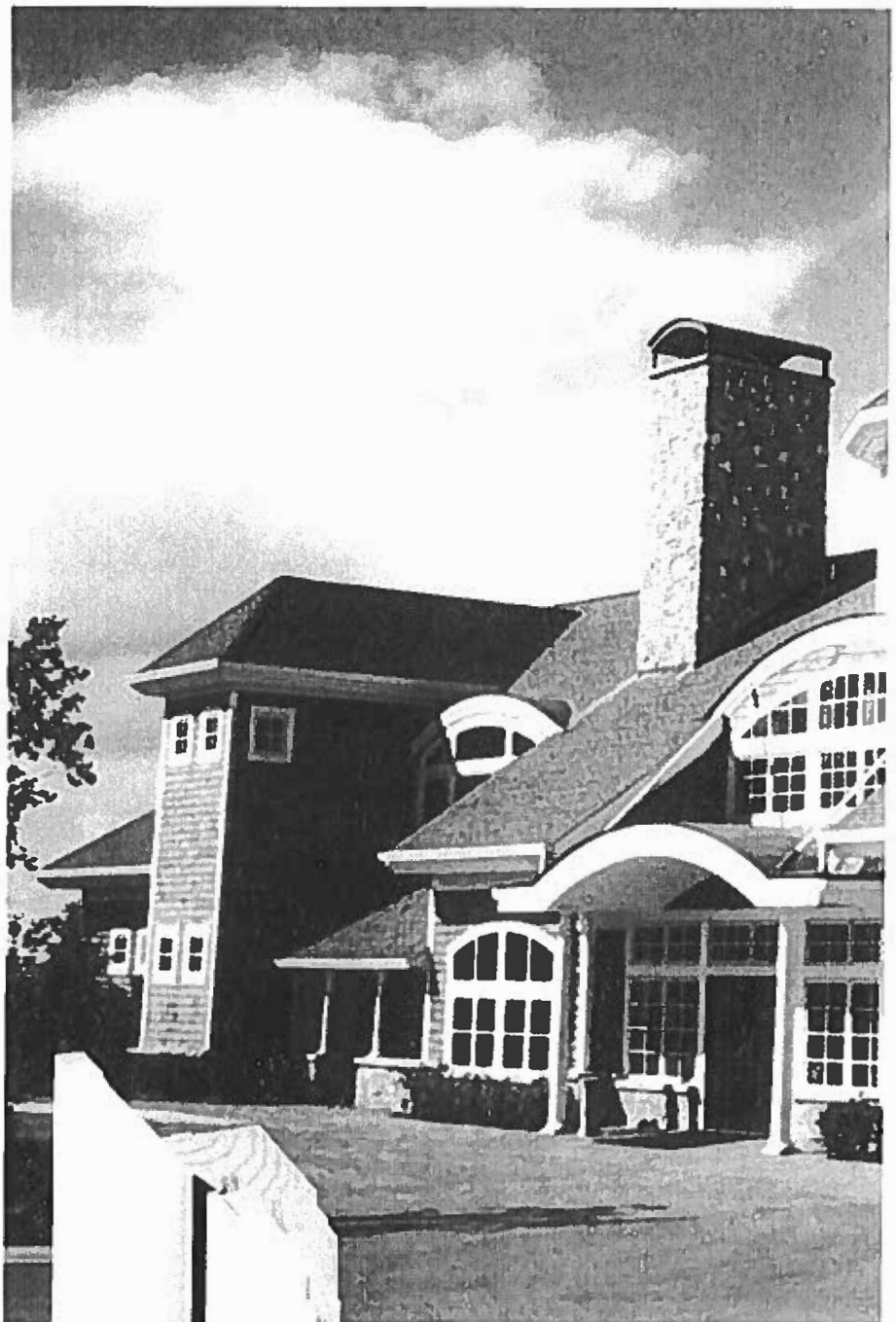
This time-honored window design captures the original depth and beauty of Lincoln products. Our Primed Wood products are architect friendly and designed for new construction or historical renovation.

High risk rot-prone components are substituted with cPVC parts ready for a high quality heat reflective and UV resistant exterior paint color choice.

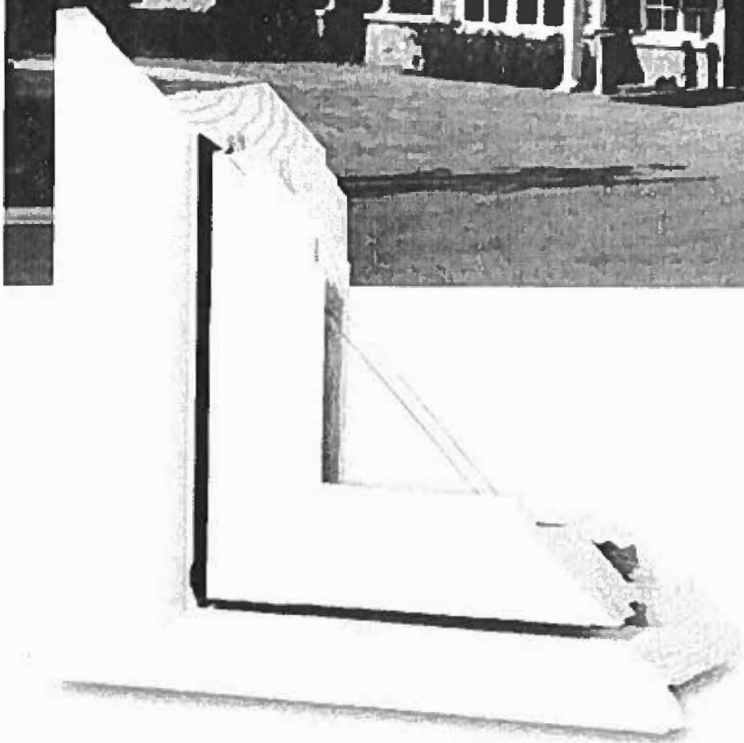
From a traditionalist point-of-view, Lincoln's stylish windows, patio doors and shapes are dimensionally accurate, historically desired and design friendly.

Features

- Available Product:
Extensive product selection.
- Maintenance:
Moderate. Apply UV resistant paint and periodic check-up.
- Structural Performance:
Exceptional strength.
- Thermal Performance:
Very high.



*EXAMPLE OF
WINDOW JAMB
PROFILE



VERTICAL Siding

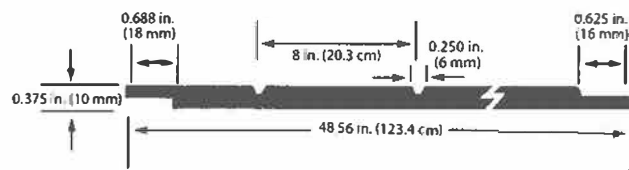
Specifications: LP® SmartSide® Panel Siding

SMOOTH FINISH PANEL (FIBER)

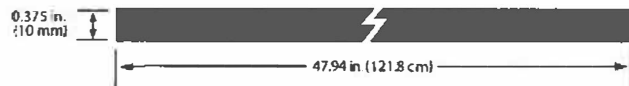
DESIGNED FOR EASE AND PERFORMANCE

- The shiplap edge makes it easier to install
- Pre-primed for exceptional paint adhesion
- Not rated for structural use
- Smooth finish
- Treated engineered wood fiber substrate

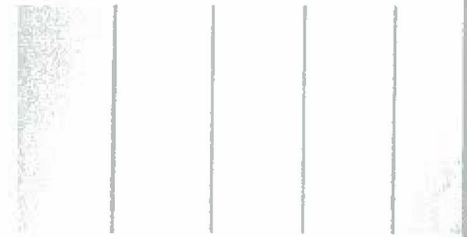
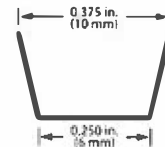
76 SERIES SMOOTH FINISH PANEL 8" O.C. (FIBER)



76 SERIES SMOOTH FINISH SIDING PANEL AND SOFFIT - SQUARE EDGE (FIBER)



GROOVE DETAIL



Smooth Finish

DESCRIPTION	LENGTH	GROOVE	GROOVE WIDTH	ACTUAL WIDTH	MINIMUM THICKNESS	PID NUMBER	WEIGHT
76 Series Smooth Finish Panel 8" o.c. (fiber)	8 ft. (96 in.)(2.4 m)	8 in. o.c.	1/4 in. (6 mm)	48.56 in. (123.4 cm)	0.375 in. (10 mm)	25932	2 PSF
76 Series Smooth Finish Panel 8" o.c. (fiber) with slip sheets	8 ft. (96 in.)(2.4 m)	8 in. o.c.	1/4 in. (6 mm)	48.56 in. (123.4 cm)	0.375 in. (10 mm)	39051	2 PSF
76 Series Smooth Finish Siding Panel and Soffit - Square Edge (fiber)	8 ft. (96 in.)(2.4 m)	No Groove	N/A	47.94 in. (121.8 cm)	0.375 in. (10 mm)	25930	2 PSF
	9 ft. (108 in.)(2.7 m)	No Groove	N/A	47.94 in. (121.8 cm)	0.375 in. (10 mm)	25931	2 PSF

* DECORATIVE SIDING SHINGLE IN GABLE-ENDS*

Specifications: LP® SmartSide® Shakes & Shingles

PERFECTION SHINGLE



A TRADITIONAL, SUBTLE LOOK

- Features fine sawn wood texture with no knots
- Balance of cedar like texture and the clean lines of shingles with a 5.5" to 6.5" reveal
- Beautiful aesthetic for accents, gables or siding walls
- Pre-primed for exceptional paint adhesion
- Perfect for a wide range of applications

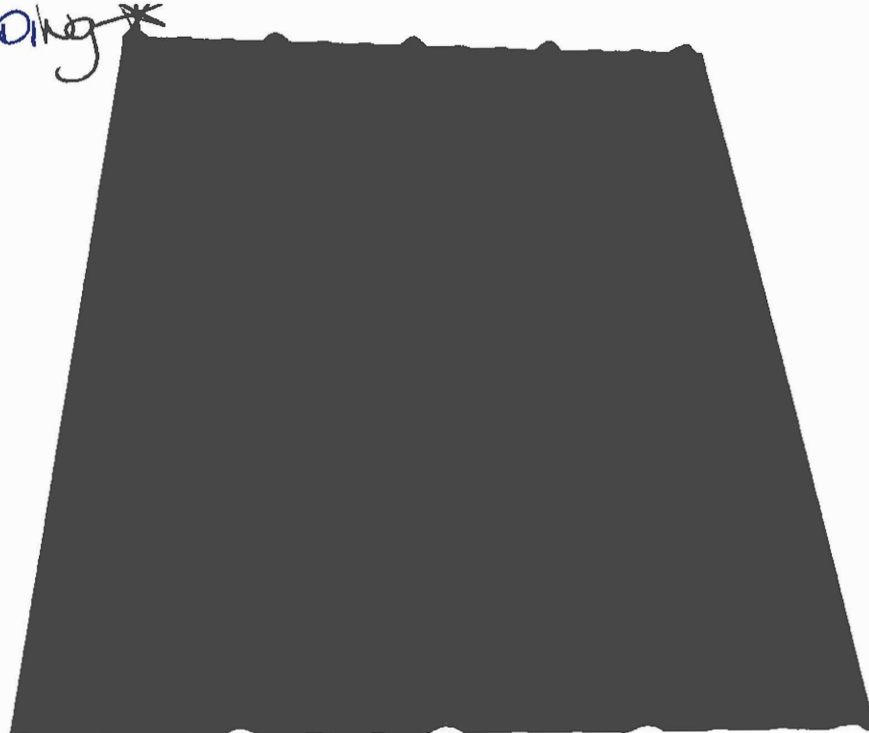


DESCRIPTION	LENGTH	ACTUAL WIDTH	MINIMUM THICKNESS	PID NUMBER	WEIGHT
Perfection Shingle Lap (fiber)	4 ft. (48.63 in.)(1.2 m)	7.88 in. (200.2 mm)	0.375 in. (10 mm)	40796	1.5 PSF

* ROOF CLADDING *

Metal Sales 10 ft. Classic Rib Steel Roof Panel in Red

- 29-gauge thick panel with 3/4 in. H rib and 36 in. coverage
- Fading, corrosion, chipping and chalking-resistant coating
- Works with 3/12 or higher sloped roof



Product Overview

Built for beauty, durability and value, the Metal Sales Classic Rib is a hard-working roof panel that performs in all seasons.

Ideal for a variety of structures including pole barns, equipment storage, stables, garages, sheds and houses, this lightweight metal panel is easy to install to protect your investment beautifully and affordably. Classic Rib has a low profile rib height of 3/4" and is designed for attachment to the roof substrate with fasteners that penetrate the face of the panel. Fastener heads are exposed to view and feature a gasket that prevents leaking. Classic Rib comes standard with ColorFit40, a superior four-layer coating system that has undergone rigorous real-world weathering tests to prove its long-term ability to stand up to the elements. All 7 color options are listed with ENERGY STAR and improve energy efficiency by reflecting sunlight before it can be absorbed as heat. This reduces the amount of energy needed for cooling your building. Classic Rib also provides you with decades of worry-free service with low maintenance requirements.

- 29 gauge thickness, 36 in. panel coverage and 3/4 in. rib height; features bell top trapezoidal rib on 9 in. centers
- Designed to be installed on roofs with a 3:12 or greater slope over open framing or solid substrate
- ColorFit40 coating system guards against corrosion, fading, chalking and chipping
- Carries a 40-year finish warranty for durability and aesthetics
- Withstands severe weather conditions including high winds and fire – advantages that may lower insurance premiums
- Environmentally responsible choice containing a minimum 30% recycled content and is 100% recyclable
- Virtually maintenance free and resistant to mildew, rot and pests. Occasional cleaning will maintain its appearance
- Product available to ship to local The Home Depot Store, not available for residential or jobsite delivery
- For help with your project please refer to our Pre-Installation and Installation videos located next to product images above
- Click here to learn more about [Eco Options and Energy Efficiency](#)

Info & Guides

- [Installation Guide](#)
- [Instructions / Assembly](#)
- [Product Brochure](#)
- [Specification](#)
- [Use and Care Manual](#)
- [Warranty](#)



VERANDA^{HP} HIGH PERFORMANCE

Cellular PVC Trim / Fascia / Sheet

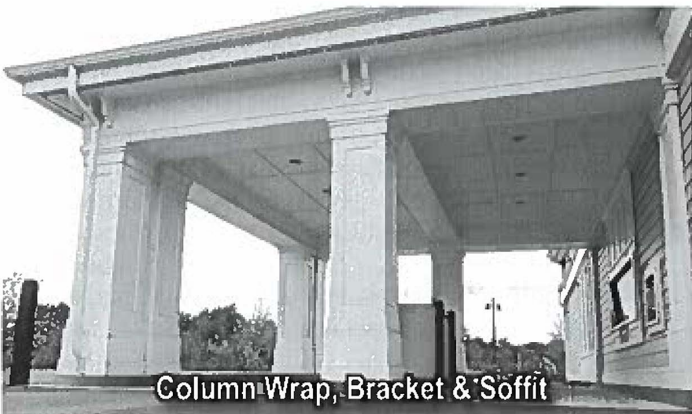
S4S / Sealed edge Veranda HPTM TRIM
is outstanding for exterior / interior use



Window Pilaster / Plinth



Decorative Scroll Panel



Column Wrap, Bracket & Soffit

Size Available: 8', 12', 16' long for 1" Trim / 8' long for 1/2"

Thickness	Width									
	2"	3"	4"	5"	6"	8"	10"	12"	24"	48"
1"	■	■	■	■	■	■	■	■	■	■
1/2"									■	■

Note: All sizes are nominal and availability varies by market location



- Lifetime limited warranty
- S4S/Sealed edge to prevent dirt
- Will not rot, crack, splinter, or split
- Resistant to mold and mildew.
- Impervious to moisture, insects and termites
- Does not require painting, but accepts paints very well.
- Rigid, but flexible enough to cold/heat bend
- Perfect replacement for wood
- Solid board. No finger joints.
- No special tools needed, install with standard woodworking tools



Mold resistant



Moisture resistant



Won't rot, crack, splinter, or split



Termite resistant



Flame retardant

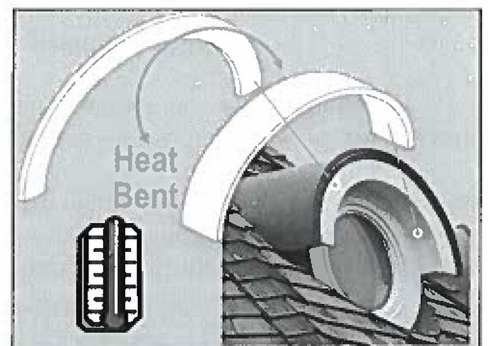


Ultra low maintenance

HEAT BENDING FEATURE

Unique Technology Applied

Veranda HPTM TRIM can easily be heated and bent into a variety of shapes. It is the only brand on the market that can hold its wood grain pattern under bending temperature.





VIRGINIA
DIVISION OF HISTORIC LANDMARKS
HISTORIC DISTRICT/BRIEF
SURVEY FORM

File no. 235-185

Negative no(s). 9093/23

City/Town/Village/Hamlet Herndon
 Street address or route number 764 Grace St.
 Historic name _____

County Fairfax
 U.S.G.S. Quad Herndon
 Common name _____

Present use residence
 Original use residence

Building Style Vernacular, Victorian
 Building Date(s) ca. 1890-1910

1. Construction Materials

☒ wood frame
☐ brick

bond: ☐ English
☐ Flemish
☐ _____-course American
☐ stretcher
☐ other _____

☒ stone

☒ random rubble foundation
☐ coursed rubble
☐ ashlar ☐ dressed
☐ rock-faced

☐ log:

☐ squared ☐ unsquared
 notching:
☐ V-notch ☐ half dovetail
☐ saddle ☐ full dovetail
☐ square ☐ diamond

☐ concrete block
☐ terra cotta
☐ steel frame
☐ other _____

2. Cladding Material

☐ weatherboard ☐ composition siding over
☐ vertical siding ☐ stucco original German
☐ board & batten ☒ aluminum or vinyl siding siding
☐ shingle: ☐ cast iron
☐ wood ☐ sheet metal
☐ asbestos ☐ enameled metal
☐ asphalt ☐ glass
☐ bricktex
☐ other _____

3. Stories (number) 2
☒ low basement ☐ raised basement

4. Bays (number): front 3 side (church) _____
☒ symmetrical ☐ asymmetrical

5. Roof Type
☐ shed ☐ hipped
☐ parapet? ☐ pyramidal?
☒ gable ☐ mansard
☐ pediment? ☐ false mansard
☐ parapet? ☐ gambrel
☐ clipped end? ☐ flat
☐ cross gable? ☐ parapet?
☐ central front gable? ☐ roof not visible
☒ other Gable turned toward street.

6. Roofing Material

☐ shingle
☐ composition (asphalt, asbestos, etc.)
☐ wood
☒ metal
☒ standing seam
☐ corrugated
☐ pressed tin (simulated shingles)
☐ tile ☐ pantile ☐ flat ☐ glazed
☐ slate
☐ not visible

7. Dormers (number): front _____ side _____
☐ gable ☐ pediment?
☐ shed
☐ hipped None

8. Primary Porch
style hipped roof

stories 1
 levels 1 bays 3
 materials wood with metal roof
 description and decorative details

Turned posts with decorative brackets and turned spindles.

9. General supplementary description and decoration:
1/1 sash. Brick, corbelled flues.

10. Major additions and alterations: 1 Story south/rear porch
Aluminum siding covers much of the original fabric.

11. Outbuildings:
None

12. Landscape Features:
Mature trees & shrubs

13. Significance:
Appropriate style and scale for the neighborhood.



Surveyed by: Polhill/Frazier

Date: 12/87

HERITAGE PRESERVATION REVIEW BOARD STANDARDS FOR DESIGN REVIEW

Excerpts from the Town of Herndon Code of Ordinances Chapter 78 – Zoning, Article VI Overlay Districts

Sec. 78-60.3. - Heritage Preservation Overlay District (HP District).

- (a) *Purpose and intent.* The heritage preservation overlay district (HP district) is intended to provide for the establishment of historic landmarks and preservation districts as a means of preserving the historical, cultural, and architectural heritage of the town and protecting designated historic resources and is adopted pursuant to the authority granted to localities by Virginia Code § 15.2-2306.
- (b) *Applicability.* No building, structure, or sign located in the HP district shall be erected, reconstructed, altered, demolished, moved, expanded or restored except in accordance with the provisions of section 78-60.3(g), certificate of appropriateness in the heritage preservation overlay district.
- (c) *District boundaries and maps.* The boundaries of the HP district shall be shown on the town's official zoning map and on the appropriate comprehensive plan maps after action by the planning commission and town council.....
- (f) *Development within the heritage preservation overlay district.* Development located within a preservation district shall be completed in accordance with the Herndon Heritage Preservation Handbook, and the following standards:
 - (1) *Alteration, restoration or reconstruction.* A certificate of appropriateness for altering, restoring, or reconstruction of a building or structure shall be approved only after considering the following standards, as well as other appropriate matters:
 - a. Whether or not reasonable effort shall be made to alter the site, building, or structure, and its environment to the minimal extent practicable.
 - b. Whether or not alteration of the original distinguishing qualities or character of a site, building, or structure and its environment and the removal or alteration of any historic material or distinctive architectural features shall be avoided to the greatest extent practicable.
 - c. Whether all sites, buildings and structures shall be recognized as products of their own time, with alterations and reconstruction to existing buildings and structures to be consistent with the original style of such buildings and structures.
 - d. Whether or not distinctive stylistic features or examples of skilled craftsmanship that characterize a building or structure or site shall be retained and restored to the greatest extent practicable.
 - e. Whether or not deteriorated architectural features shall be repaired, rather than replaced, wherever reasonably possible, and, if replacement is necessary, whether or not new materials shall match the material being replaced in composition, design, color, texture and other visual qualities to the greatest extent practicable.
 - f. Whether or not repair or replacement of missing architectural features shall, to the greatest extent possible, be based on accurate duplications of the original features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
 - g. Whether or not the surface cleaning of buildings and structures constituting historic landmarks shall be undertaken with the gentlest means practicable; provided, however, that

sandblasting and other cleaning methods that may damage the existing building materials shall not be approved.

- h. Whether or not partial demolition of buildings or structures within preservation districts may be approved when one or more of the existing facades are retained for the purpose of integrating new construction into existing historic buildings or structures when such is appropriate and in accordance with the intent of this article. The town does not advocate this procedure, as it goes against the Secretary of the Interior's guidelines for rehabilitation and credits would not be allowed in such projects.
 - i. Whether or not, to the greatest extent practicable, every effort shall be made to protect and preserve archeological resources within or adjacent to the heritage preservation overlay district.
 - j. Whether or not contemporary design for alterations and additions to existing buildings and structures is compatible with the size, scale, color, material, and character of the building and structures within preservation districts, and whether or not such alterations and additions would destroy significant historical, architectural, or cultural material.
 - k. Whether or not the proposed additions or alterations to existing buildings and structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would be unimpaired. Whenever possible, new additions or alterations to existing buildings and structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building or structure would be unimpaired.
- (2) *New construction.* A certificate of appropriateness for new construction of a building or structure may be approved only after considering the following standards, as well as other appropriate matters:
- a. Whether or not the design will be architecturally compatible with the historic landmarks, buildings, and structures in the heritage preservation overlay district in terms of size, scale, color, material, and character.
 - b. No specific architectural style shall be adopted or imposed in the administration of this section.
- (3) *Moving or relocating a building .* A certificate of appropriateness to move or relocate a building or structure may be approved only after considering the following, as well as other appropriate matters:
- a. Whether or not the proposed relocation may have a detrimental effect on the structural soundness of the building or structure;
 - b. Whether or not the proposed relocation would have a negative or positive effect on other historic landmarks or on other sites, buildings or structures located within the heritage preservation overlay district;
 - c. Whether or not the proposed relocation would provide new surroundings that would be compatible with the architectural aspect of the building or structure;
 - d. Whether or not the proposed relocation is the only practicable means of saving the structure from demolition; and
 - e. Whether or not the building or structure will be relocated to another site within the corporate limits of the town or to another adjacent site that is subject to preservation control.

- (4) *Demolition.* A certificate of appropriateness to demolish a building or structure may be approved, only after reviewing and considering the circumstances and conditions of the structure or building or the part proposed for demolition, and considering the following factors as well as all other appropriate matters:
- a. Whether or not the building or structure is an historic landmark or is a building within the heritage preservation overlay district that contributes to the character of the heritage preservation overlay district;
 - b. Whether or not the building or structure is of such interest or significance that it would qualify as a national or state landmark building or structure listed on the National Register of Historic Places or the Virginia Landmarks Register;
 - c. Whether or not the building or structure is of such old or uncommon design, texture or scarce material that it could not be reproduced or could be reproduced only with great difficulty and expense;
 - d. Whether or not historic events occurred in the building or structure;
 - e. Whether or not the building or structure is structurally unsound and to what extent;
 - f. Whether or not a relocation of the building or structure or a portion thereof would be to any extent practicable as a preferable alternative to demolition;
 - g. Whether or not the proposed demolition could potentially adversely affect other historic landmarks located within a preservation district or adversely affect the character of a preservation district;
 - h. If a building is damaged by a fire or other natural hazard, the building inspector shall determine if a building is structurally sound and is in imminent danger to public safety and should be demolished;
 - i. The reason for demolishing the building or structure and whether or not any alternatives to demolition exist;
 - j. Whether or not there has been a professional, economic, and structural feasibility study for rehabilitating or reusing the structure and whether or not its findings support the proposed demolition.