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**HISTORIC DISTRICT REVIEW BOARD
Work Session
Wednesday, December 2, 2020**

Pursuant to Virginia Code Section 2.2-3708.2, as amended; the Governor's Executive Orders, as amended; and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments, the work session and public hearing may be by electronic means. The meeting was broadcast and recorded through Cisco WebEx and details for the meeting were made available to the public on Friday, November 24, 2020. In attendance were: Chairman Robert B. Walker and Vice Chair Leslie Blaker-Glass, Members: Eric Boll, Lauren Edmondson, Michael McFarlane, Matthew Ossolinski and Hiren Shah. Due to technical issues, Board Member Shah was present at 7:05 p.m.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; Lisa Gilleran, Director of Community Development, Bryce Perry, Deputy Director of Community Development, Christopher Garcia, Community Design Planner; and Erika Orellana, Clerk to Boards and Commissions.

STAFF ANNOUNCEMENTS

Erika Orellana, Clerk to Boards and Commissions, stated that the Historic District Review Board formerly the Heritage Preservation Review Board work session would be held electronically. Ms. Orellana informed that the next scheduled meeting for the Historic District Review Board is a public hearing to be held on December 16, 2020 through WebEx and individuals are encouraged to participate and to provide comments for the record at hdrb.arb@herndon-va.gov.

Ms. Orellana stated, for the record, that:

- The Historic District Review Board public hearing that evening was conducted electronically pursuant to Virginia Code Section 2.2-3708.2, as amended; the Governor's Executive Orders, as amended; and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments, the work session and public hearing may be by electronic means.

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- The agenda and meeting materials are available on the town's website;
- Electronic meetings would begin with a roll call and determination of quorum; and
- All votes, including adjournment, would be by roll call vote.

1. ROLL CALL /DETERMINATION OF QUORUM

Chairman Walker called the work session to order at 7:00 p.m. and asked the Clerk to call roll call.

Ms. Orellana called the roll.

Chairman Walker stated, for the record, that there was a quorum present, electronically, that evening.

ANNOUNCEMENTS

Chairman Walker announced that Lauri Sigler, Deputy Town Attorney; Lisa Gilleran, Director of Community Development, Bryce Perry, Deputy Director of Community Development, and Christopher Garcia, Community Design Planner were also present.

Chairman Walker stated that the meeting was being conducted by electronic means pursuant to the appropriate laws.

COMMENTS BY THE DEPUTY TOWN ATTORNEY

Deputy Town Attorney, Lauri Sigler stated that the Town Council took action on two items at the November 17, 2020, Public Hearing that directly affect this Board and the processing of applications for approvals and Certificates of Appropriateness. Ms. Sigler stated that the Town Council approved Ordinance 20-O-61, for a Zoning Ordinance Text Amendment ZOTA #20-01, that changes multiple sections of Chapter 78 (ZONING) of the Herndon Town Code, to establish new, and clarify, revise and/or delete existing, regulations and definitions in order to change the name of the Heritage Preservation Overlay district to the Historic District Overlay, to change the name of this Board from the Heritage Preservation Review Board to the Historic District Review Board, and allow for the administrative review of certain types of certificates of appropriateness and related measures. The Town Council approved Resolution 20-G-51, to adopt the Town of Herndon Historic District Overlay Guidelines to replace and supersede the Heritage Preservation Handbook. The adoption of these new guidelines completes a long-term project to develop new and up-to-date design guidance for the Town's historic district. Ms. Sigler added that staff will formally brief the Board on both of these matters with specific Discussion Items later in the agenda.

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PUBLIC HEARING

2. **APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR AN ALTERATION TO AN EXISTING STRUCTURE, HPRB #20-019**, to consider an application for a Certificate of Appropriateness for the reduction of the required front yard building setback from 35' to 20', permissible within the Heritage Preservation Overlay District, 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.

Chairman Walker called on Lisa Gilleran, Director of the Community Development Department, for the staff report. Ms. Gilleran presented the staff report dated December 2, 2020, which is on file in the office of Community Development.

Staff recommended approval of HPRB #20-019.

Chairman Walker called on Board Members to address questions to staff. Board Members had questions about clarification with compatibility of the proposed addition and the application of the new design guidelines for the proposed setback reduction. In addition, there questions about required setbacks for other portions of the property. Staff addressed these comments and questions by clarifying that the focus of the case was the appropriateness of the reduced setback request permitted under the Town's Zoning Ordinance. There were no additional questions or comments from the Board.

Chairman Walker called on applicant, Mr. Bryce Perry for comments. Mr. Perry provided provided his comments. Ms. Edmondson asked for clarification for setbacks on the property and clarification of the reasoning behind the 20' setback reduction request. In addition the Board discussed possible alternatives to specifying a slightly deeper setback reduction such that the addition would not extend forward of the front façade of the existing primary dwelling. There were no additional comments or questions for the applicant.

DISCUSSIONS

3. **Overview of Town of Herndon Zoning Ordinance Text Amendment, ZOTA #20-010**. Staff initiated discussion item providing the Board an overview and the effects to the recent zoning text amendment, ZOTA #20-010, changing the name of the Heritage Preservation Overlay district to the Historic District Overlay, to allow for the administrative review of certain types of certificates of appropriateness and related measures.

Chairman Walker called on Bryce Perry, Deputy Director of Community Development for presentation. Mr. Perry provided the information on the overview of the Town of Herndon Zoning Ordinance Text Amendment, ZOTA #20-010, which included the

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referenced name changes, procedural changes and expanded staff review and approval authority. Board Members offered brief comments and asked questions which were answered by Mr. Perry.

4. **Overview of Town Council Resolution 20-G-51, adopting new Historic District Overlay Guidelines.** Staff initiated discussion item providing the Board an overview and the effects of the adoption of the new Historic District Overlay Guidelines recently approved by the Town Council, including a brief review of the new guidelines document and accompanying resource guide.

Bryce Perry, Deputy Director of Community Development for presentation. Mr. Perry provided the information on the overview of the Town Council Resolution 20-G-51, adopting new Historic District Overlay Guidelines. Board Members provided comments and asked questions which were answered by Mr. Perry. Staff provided additional information related to new resource guides and application process guides that had been developed to provided property owners with new resources and easily accessible information for planning and designing work on historic properties and buildings in the Historic District Overlay.

COMMENTS

5. **Comments from the Staff Members**

Staff stated that an update on the anticipated HDRB cases to be considered by the Board in January 2021 would be provided at the December 16, 2020 HDRB Public Hearing. There were no additional comments by the Staff Members.

6. **Comments from the Board Members**

There were no comments by the Board.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:16 p.m.



Robert Walker, Chairman
Heritage Preservation Review Board



Erika Orellana
Clerk to Boards and Commissions

Minutes approved by the Heritage Preservation Review Board: January 20, 2021