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**HISTORIC DISTRICT REVIEW BOARD
Wednesday
November 17, 2021**

The Historic District Review Board of the Town of Herndon, Virginia, met in public hearing on Wednesday, November 17, 2021, at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Chair Leslie Blaker-Glass, Vice Chair Boll and Board Members: Lauren Edmondson, Melody Fetske, Matthew Ossolinski and Hiren Shah. Board Member William Savage was absent.

Others present during the meeting: Lauri Sigler, Deputy Town Attorney; Tamsin Himes, Lead Planner/Design Development; Bryce Perry, Deputy Director of Community Development and Erika Orellana, Clerk of Boards and Commissions.

Chair Blaker-Glass called the meeting to order at 7:00 p.m., six members were present and with Chair Blaker-Glass presiding.

1. CALL TO ORDER

Chair Blaker-Glass asked the Clerk to proceed with roll call.

2. DETERMINATION OF QUORUM

Chair Blaker-Glass stated that there were six members present, which constituted a quorum. Board Member Savage was absent.

APPROVAL OF MINUTES

**3. Vote on September 1, 2021
Work Session Minutes**

On motion by Board Member Shah, seconded by Vice Chair Boll, the minutes of the Wednesday, September 1, 2021 Work Session were approved by a vote of 5-0-1, the vote was: Board Members Edmondson, Fetske, Shah, Vice Chair Boll and Chair Blaker-Glass voting "Aye." Board Member Ossolinski abstained. Board Member Savage was absent.

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**4. Vote on September 15, 2021
Public Hearing Minutes**

On motion by Board Member Shah, seconded by Vice Chair Boll, the minutes of the Wednesday, September 15, 2021 Public Hearing were approved by a of of 5-0-1, the vote was: Board Members Edmondson, Fetske, Shah, Vice Chair Boll and Chair Blaker-Glass voting "Aye." Board Member Ossolinski abstained. Board Member Savage was absent.

**5. Vote on October 6, 2021
Work Session Minutes, cancellation**

Chair Blaker-Glass announced that there were no minutes for the October 6, 2021 work session, it was cancelled.

**6. Vote on October 20, 2021
Public Hearing Minutes, cancellation**

Chair Blaker-Glass announced that there were no minutes for the October 20, 2021 public hearing, it was cancelled.

7. COMMENTS FROM THE BOARD MEMBERS

There were no comments from the Board Members.

8. COMMENTS FROM THE STAFF

Lauri Sigler, Deputy Town Attorney stated that the board would meet in December to vote to adopt a resolution for a change in meeting location to take place in the Herndon Police Department, Community Center, at 397 Herndon Parkway. Ms. Sigler stated that the HDRB would meet on December 15, 2021, public hearing and that the Board will not meet for the December 1, 2021 work session.

Tamsin Himes, Lead Planner/Design Development stated that the State of District report would be provided to the Board in January 2022.

9. COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

PUBLIC HEARING

- 10. APPLICATION FOR BUILDING ADDITION, HDRB #21-013, to consider an application for an one-story with basement, 2,410 square foot, rear addition to a single family detached residence located at 809 Monroe Street, Herndon, Virginia,**

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approximately 200' north of the intersection of Monroe Street and Madison Street, and further identified as Fairfax County Tax Map 0104-02-0035. The property is zoned as R-10, Single Family Detach Residential, and consists of 19,533 square feet of land. Applicant/Owner: Shane Todd-Williams.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, October 29, 2021 and November 5, 2021 issues.

Chair Blaker-Glass opened the public hearing and called on Tamsin Himes, Lead Planner/Design Development, for the staff report updates.

Ms. Tamsin presented the staff report dated November 3, 2021 and staff memo dated November 17, 2021, which are on file in the Department of Community Development. Ms. Tamsin provided the Board with updates of the application submitted.

Staff recommended approval of HDRB #21-013, in accordance with the draft resolution with conditions.

Chair Blaker-Glass asked if there were questions by the Board for Ms. Tamsin. Board Member Ossolinski asked for clarification on the material type of the siding. Ms. Tamsin stated that wood was proposed. There were no further questions by the Board for Ms. Tamsin.

Chair Blaker-Glass recognized the applicant for comments.

Mr. Todd-Williams, applicant/owner, did not have any comments to provide.

Chair Blaker-Glass asked if there were any questions or comments from the Board for staff or the applicant. There were no questions by the Board for the applicant.

Chair Blaker-Glass recognized the audience for comments.

Individual that provided comments:

- Brack Broone

Following the public hearing, Board Member Shah moved approval of HDRB #21-013, in accordance with draft resolution and with the conditions recommended by staff. This motion was seconded by Board Member Fetske.

The question was called on the motion, which was carried by a vote of 6-0, the vote was: Board Members Edmondson, Fetske, Ossolinski, Shah, Vice Chair Boll and Chair Blaker-Glass voting "Aye." Board Member Savage was absent.

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[Below is the adopted resolution for HDRB #21-013.]

**TOWN OF HERNDON, VIRGINIA
HISTORIC DISTRICT REVIEW BOARD**

DRAFT RESOLUTION

November 17, 2021

Resolution- to approve HDRB #21-013, for a rear addition to a non-contributing single-family residence located at 809 Monroe Street, Fairfax County Tax Map Number 0104 02 0035.

WHEREAS, the applicant has submitted an application to add a rear addition to the residence at the above referenced address; and

WHEREAS, the proposed addition complies with the applicable zoning ordinance regulations as specified in the Town of Herndon Zoning Ordinance; and

WHEREAS, the Town of Herndon Historic District Review Board has determined that the proposed sign complies with the applicable Historic District Overlay Guidelines; and

WHEREAS, the Town of Herndon Historic District Review Board has reviewed this application and has held a duly advertised public hearing on November 17, 2021.

NOW THEREFORE, BE IT RESOLVED that the Historic District Review Board of the Town of Herndon, Virginia, HEREBY:

Approves HDRB #21-013, for building an addition located at 809 Monroe Street in Herndon, VA subject to the following condition:

1. The proposed addition be constructed in substantial conformance with the elevation drawings dated November 9, 2021, and details submitted via email dated November 10, 2021.
2. The applicant submits elevation drawings that include exterior material call outs for staff review any time prior to the final approval of the building permit. Annotations may be handwritten.
3. The applicant provides cut sheet or other pictorial description of proposed exterior doors prior to final approval of the building permit.

The above adopted resolution with conditions constitutes the

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Certificate of Appropriateness for HDRB #21-013, 809 Monroe Street.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:17 p.m.

On motion of Board Member Shah, seconded by Vice Chair Boll, the November 17, 2021 HDRB public hearing was adjourned by a vote of 6-0, the vote was: Board Members Edmondson, Fetske, Ossolinski, Shah, Vice Chair Boll and Chair Blaker-Glass voting "Aye." Board Member Savage was absent.



**Leslie Blaker-Glass, Chair
Historic District Review Board**



**Erika Orellana
Clerk of Boards and Commissions**

Minutes approved by the Historic District Review Board: December 15, 2021