



This does not represent a verbatim transcript of the Historic District Review Board meeting. Visit www.herndon-va.gov "agendas & minutes" to view agendas and videos. Copies of videotapes of the public hearing meetings are available on request by contacting HCTV at 703-689-2323.

**HISTORIC DISTRICT REVIEW BOARD
Work Session
Wednesday, February 3, 2021**

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during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments, the work session and public hearing may be by electronic means.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, January 29, 2021. In attendance were: Chairman Robert B. Walker and Vice Chair Leslie Blaker-Glass; and Members: Eric Boll, Lauren Edmondson, Michael McFarlane, Matthew Ossolinski and Hiren Shah.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; 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 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 February 17, 2021 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during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments, the work session and public hearing may be by electronic means.
- The agenda and meeting materials are available on the town's website;

**February 3, 2021
(work session)**

- 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; 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.

PUBLIC HEARINGS

- 2. APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR AN ADDITION TO AN EXISTING STRUCTURE, HPRB #21-005**, to consider an application for a Certificate of Appropriateness for the addition of a second floor and alteration of exterior features on an accessory structure on the single-family residential property at 763 Dranesville Road, Herndon, Virginia, located at the southwest corner of the intersection of Dranesville Road and 3rd Street, and further identified as Fairfax County Tax Map 0104-03110006A. The property is zoned R-15, Residential, Single Family; and consists of 22,047 total square feet of land. Owners: Leland D. and Mary Jo Ewers. Applicant: Thomas O'Neil, O'Neil Architects, Inc.

Chairman Walker called on Chris Garcia, Community Design Planner, for the staff report. Mr. Garcia presented the staff report dated February 3, 2021, which is on file in the office of Community Development.

Staff recommends approval of HDRB #21-005, for the addition of a second floor and alteration of exterior features on an accessory structure at 763 Dranesville Road in Herndon, VA, to be constructed in substantial conformance with the application and supporting materials as submitted on or about January 7, 2021.

Chairman Walker called on Board Members to address questions to staff. Board Members had questions about clarification on the the guidelines of an accessory structure, proposed exterior materials, roof panel size/spacing of the proposed

**February 3, 2021
(work session)**

addition, historic district classification of the primary dwelling, and approvals of the associated building location survey and special exception. Mr. Garcia provided clarification of each item for the Board Members. There were no additional questions or comments from the Board.

Chairman Walker called on applicant, Mr. O'Neil, O'Neil Architects, Inc. for comments. Mr. O'Neil provided brief comments.

Chairman Walker called on Board Member to address questions to Mr. O'Neil, the applicant representative. The Board provided general comments that provided support of the proposed application. Board Member Ossolinski offered suggested modifications to the design related to the size of one dormer and exterior materials of the dormers, but was otherwise supportive of the proposed design. There were no additional comments or questions for the applicant.

CHAIRMAN WALKER CALLED ON DISCLOSURES

Chairman Walker called on disclosures by the Board Members. Chairman Walker called on Board Member McFarlane and Vice Chair Blaker-Glass to provide their disclosures.

Board Member McFarlane, HDRB# 21-001 Disclosure:

Board Member McFarlane stated for the record, that he is an attorney licensed by the Virginia State Bar Association. In the course of his practice he currently represents or has provided services for the Owner/Applicant, Station House, LLC at 65 Culpeper St, Warrenton, VA 20186. Therefore, he has a personal interest in the transaction and he would recuse and disqualify myself from tonight's work session and the public hearing, He refrained from discussing this matter with other governmental officers or staff, and would not vote on this application. Board Member McFarlane stated that he has filed the appropriate disclosure and disqualification with the board clerk and town attorney.

Board Member McFarlane, HDRB# 21-002 Disclosure:

Board Member McFarlane stated for the record, that he is an attorney licensed by the Virginia State Bar Association. In the course of his practice he currently represents or has provided services for the Owner/Applicant, Station House, LLC at 65 Culpeper St, Warrenton, VA 20186. Therefore, he has a personal interest in the transaction and he would recuse and disqualify myself from tonight's work session and the public hearing, He refrained from discussing this matter with other governmental officers or staff, and would not vote on this application. Board Member McFarlane stated that he has filed the appropriate disclosure and disqualification with the board clerk and town attorney.

Deputy Town Attorney, Lauri Sigler informed Mr. McFarlane that there would be a discussion item discussed that he may participate in.

**February 3, 2021
(work session)**

Vice Chair Blaker-Glass, HDRB# 21-001 & HDRB #20-002 Disclosures:

Ms. Sigler, Deputy Town Attorney, stated Vice Chair Blaker-Glass disclosure for HDRB #20-01 & HDRB#20-002 for the record.

Ms. Sigler, Deputy Town Attorney, stated that Vice Chair Blaker-Glass may have a personal interest in this transaction because she is a contract purchaser of another lot in the Residences at the Station subdivision, which lot is not in the Herndon Historic District Overlay. Ms. Sigler, Deputy Town Attorney, stated that Vice Chair Blaker-Glass is able to participate in the consideration of HDRB #21-001 for a COA for Lot 2, fairly, objectively, and in the public interest. Ms. Sigler, Deputy Town Attorney, stated that Vice Chair Blaker-Glass is a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: As a contract purchaser she is a member of a group of three or more persons which is composed of other contract purchasers and owners of lots in the Residences at the Station. Ms. Sigler, Deputy Town Attorney, stated that Vice Chair Blaker-Glass is able to participate in the transaction fairly, objectively, and in the public interest. Ms. Sigler, Deputy Town Attorney, stated that Vice Chair Blaker-Glass has filed the appropriate disclosure with the board clerk and town attorney.

For the record, Vice Chair Blaker-Glass confirmed that the statement read by Ms. Sigler, Deputy Town Attorney was true and accurate.

Ms. Sigler, Deputy Town Attorney, stated Vice Chair Blaker-Glass may have a personal interest in this transaction because she is a contract purchaser of another lot in the Residences at the Station subdivision, which lot is not in the Herndon Historic District Overlay. Ms. Sigler, Deputy Town Attorney, stated Vice Chair Blaker-Glass is able to participate in the consideration of HDRB #21-002 for a COA for Lot 1, fairly, objectively, and in the public interest. Vice Chair Blaker-Glass stated that she is a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: As a contract purchaser she is a member of a group of three or more persons which is composed of other contract purchasers and owners of lots in the Residences at the Station. Ms. Sigler, Deputy Town Attorney, stated Vice Chair Blaker-Glass is able to participate in the transaction fairly, objectively, and in the public interest. Ms. Sigler, Deputy Town Attorney, stated Vice Chair Blaker-Glass has filed the appropriate disclosure with the board clerk and town attorney.

For the record, Vice Chair Blaker-Glass confirmed that the statement read by Ms. Sigler, Deputy Town Attorney was true and accurate.

3. **APPLICATION FOR NEW CONSTRUCTION, HDRB #21-001**, to consider an application for a Certificate of Appropriateness to construct a new residential structure and a new attached accessory structure at 647 Jefferson Street, Herndon, Virginia, located between the intersection of Jefferson Street and Monroe Street and the intersection of Jefferson Street and Quincy Street, and further identified as Fairfax

**February 3, 2021
(work session)**

County Tax Map 0162-53-0002. The property is zoned R-10, Residential, Single Family; and consists of approximately 4,926 total square feet of land. Owners/Applicant: Station House, LLC c/o Stephanie Wright. **(Continued from the January 20, 2021 HDRB Public Hearing)**

[Note: This item was continued from the January 20, 2021 public hearing.]

Chairman Walker called on Chris Garcia, Community Design Planner, for the staff memo. Mr. Garcia presented the staff memo dated January 29, 2021, which is on file in the office of Community Development.

Staff stated that the applicant was continuing to work on revised submission materials based on Board and staff comments from the previous month's public hearing and that staff not received any updates as of the date of the staff memo provided to the Board. Staff withheld its recommendation of HDRB#20-001, until the applicant can submit revisions for re-evaluation, at which at which time, a recommendation to the Board may be provided. Staff also stated that it had received updates for this case and the proceeding case during the afternoon of February 3, 2021, but had not had an opportunity to review the updated materials received that day. Staff would return to the Board with a revised evaluation and potentially a staff recommendation for the case at the HDRB February 17th public hearing. Staff had no further updates on either of the referenced cases on the Board's February 3, 2021 HDRB work session agenda.

Chairman Walker called on the Board Members individually for comments or questions to Mr. Garcia.. There were no questions or comments from the Board to staff.

Chairman Walker called on applicant's representative, Mr. William Lange and Gregg Wilkes, were present, to provided brief comments. Mr. Lange, applicant's representative, provided brief comments.

Chairman Walker called on Board Member to address questions to Mr. Lange, the applicant representative. The were no questions or comments from the Board.

CHAIRMAN WALKER CALLED ON DISCLOSURES

Chairman Walker stated for the record that disclosure for Vice Chair Blaker-Glass had stated.

4. **APPLICATION FOR NEW CONSTRUCTION, HDRB #21-002, to consider an application for a Certificate of Appropriateness to construct a new residential structure and a new attached accessory structure at 649 Jefferson Street, Herndon, Virginia, located between the intersection of Jefferson Street and Monroe Street and the intersection of Jefferson Street and Quincy Street, and further identified as Fairfax County Tax Map 0162-53-0001. The property is zoned R-10, Residential, Single Family; and consists of approximately 5,101 total square feet of land. Owners/Applicant: Station House, LLC c/o Stephanie Wright. **(Continued from the January 20, 2021 HDRB Public Hearing)****

**February 3, 2021
(work session)**

[Note: This item was continued from the January 20, 2021 public hearing.]

Chairman Walker called on Chris Garcia, Community Design Planner, for the staff memo. Mr. Garcia presented the staff memo dated January 29, 2021, which is on file in the office of Community Development.

Staff withheld its recommendation of HDRB#20-002, until the applicant can submit revisions for re-evaluation, at which at which time, a staff recommendation to the Board may be provided. Staff also stated that it had received updates for this case and the proceeding case during the afternoon of February 3, 2021, but had not had an opportunity to review the updated materials received that day. Staff would return to the Board with a revised evaluation and potentially a staff recommendation for the case at the HDRB February 17th public hearing. Staff has no further updates on either of the referenced cases on the Board's February 3, 2021 HDRB work session agenda.

Chairman Walker called on the Board Members individually for comments or questions to Mr. Garcia.

There were no questions or comments from the Board to staff.

Chairman Walker called on applicant's representative, Mr. William Lange and Gregg Wilkes, were present, to provided brief comments. Mr. Lange, applicant's representative, provided brief comments.

Chairman Walker called on Board Member to address questions to Mr. Lange, the applicant representative. The were no questions or comments from the Board.

DISCUSSION ITEM

Board Member McFarlane was promoted back in order to be present for the discussion item.

5. **STAFF INITIATED DISCUSSION ON BOARD RESOLUTIONS AND MOTIONS:** Board discussion item regarding the content and effect of Board resolutions added to the application approval process and documentation. Staff will also discuss recommended Board content and format of motions during formal deliberations of applications during public hearings.

Chairman Walker called on Chris Garcia, Community Design Planner, for presentation on the discussion item.

Mr. Garcia stated that the purpose of the discussion item is to convey the basis and effect of resolutions added to Board dispatch materials and records of decisions and to discuss best practice for motion making and addressing Board conditions of approval. Mr. Garcia provided the resolutions and motions examples to the Board.

Chairman Walker called on Board Members to address questions to staff. Board Members asked Mr. Garcia and Ms. Sigler, Deputy Town Attorney for clarification on

**February 3, 2021
(work session)**

several aspects of the resolutions and motions that will be used for the Board moving forward. Staff addressed many of the questions and comments made by Board members with some being considered for inclusion or revision to associated documents now being used in the HDRB review and approval process.

COMMENTS

6. Comments from the Staff Members

Mr. Garcia advised the Board that the thirty-day outlook for the next months anticipated Board agenda would be provided at the February 17, 2021 Public Hearing.

7. Comments from the Board Members

There were no comments by the Board Members.

ADJOURNMENT

On motion of Vice Chair Blaker-Glass, seconded by Board Member Ossolinski, the February 3, 2021 HDRB work session was adjourned by a vote of 7-0, the vote was: Board Members Boll, Edmondson, McFarlane, Ossolinski, Shah, Vice Chair Blaker-Glass and Chairman Walker voting "Aye."

There being no further business, the meeting adjourned at 8:41 p.m.



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



**Erika Orellana
Clerk to Boards and Commissions**

Minutes approved by the Heritage Preservation Review Board: April 21, 2021