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**ARCHITECTURAL REVIEW BOARD
Work Session
November 3, 2021**

The Architectural Review Board of the Town of Herndon, Virginia, met in work session on Wednesday, November 3, 2021 at 8:32p.m. in the Town of Herndon Police Department, Community Room, 397 Herndon Parkway, Herndon, Virginia. In attendance were: Chair Leslie Blaker-Glass, Board Members: Eric Boll, Melody Fetske, Hiren Shah and William Savage.

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.

CALL TO ORDER

Chair Blaker-Glass called to order the November 3, 2021 Architectural Review Board work session.

ANNOUNCEMENT BY THE DEPUTY TOWN ATTORNEY

Lauri Sigler, Deputy Town Attorney, stated that the recent changes to the HDRB and ARB membership she wanted to take some time to walk you through how that will affect the offices of the Chair and Vice-Chair. The retirement of Robert Walker from the HDRB and ARB at the end of his term on August 31, 2021, left the office of the Chair vacant on both boards. Pursuant to Article II. Section a. of the both the HDRB and ARB By-laws, when the office of the Chair becomes vacant, the Vice Chair automatically becomes Chair and the office of the Vice Chair becomes vacant. Ms. Blaker-Glass has confirmed to staff that has accepted to serve as Chair for both boards, thus creating a vacancy in her previously held office of Vice Chair. Pursuant to the Bylaws, ARB will therefore have to hold an election for the office of Vice-Chair at the next scheduled public hearing. The HDRB had an election for new Vice- Chair at the September 15, 2021 meeting. For the ARB, Ms. Blaker-Glass automatically becomes Chair and the election for the Office of Vice Chair will be held November 17, 2021.

The Town Council has appointed William Savage as the Virginia State Bar member to the HDRB/ARB for a 3-year term effective September 1, 2021 and ending August 31, 2024.

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ANNOUNCEMENT BY THE CHAIR

Chair Blaker-Glass welcomed newly appointed Board Member William Savage. Chair Blaker-Glass the town's new planner who will serve as the board's primary professional staff, Tamsin Himes.

1. DETERMINATION OF QUORUM

Chair Blaker-Glass stated that five members were present, which constituted a quorum.

PUBLIC HEARING

1. **APPLICATION FOR SIGNAGE, ARB #21-021**, to consider an application for two exterior wall signs located at 466 Herndon Parkway, Herndon, Virginia, approximately 900' south-east of the intersection of Herndon Parkway and Spring Street, further identified as Fairfax County Tax Map 0164-02-0015A. The property is zoned as O & LI, Office and Light Industrial District, and consists of 131, 586 square feet of land. Owner: Fitzroy Williams, SSC Property Holdings INC. Applicant/Agent: Gary Brent, MG Permits.

Chair Blaker-Glass opened the work session and called on Tamsin Himes, Lead Planner/Design Development, for the staff report. Ms. Himes presented the staff report dated November 3, 2021, which is on file in the office of Community Development.

Ms. Himes stated that the proposed application was to consider a Certificate of Appropriateness for a wall sign replacement at 466 Herndon Parkway.

Staff recommended approval of ARB #21-021, as submitted, in accordance with the draft resolution.

The applicant was in attendance to discuss the case. There was a suggestion by the Board for the applicant to address the discrepancy between the corner treatments of the two signs. The applicant stated that he would have the shape of the signs looked into with the intent of having the corners rounded on both. There were no major concerns on this item by the Board, the Board concluded the discussion.

COMMENTS

2. Comments from the Staff Members

Bryce Perry, Deputy Director of Community Development updated the Board with two discussion items recently reviewed by the Board. Mr. Perry stated that Parkview project would be going to Planning Commission soon and Pollo Campero would be formally submitted to the Board in the coming months. He added that both had made revisions to their design based on review board input.

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3. Comments from the Board Members

There were no comments from the Board Members.

ADJOURNMENT

On motion of Vice Chair Boll, seconded by Board Member Shah, the November 3, 2021 ARB work session was adjourned by a vote of 5-0, the vote was: Board Members Boll, Fetske, Shah, Shah and Chair Blaker-Glass voting "Aye."

There being no further business, the meeting adjourned at 8:44 p.m.



Leslie Blaker Glass, Chair
Architectural Review Board



Erika Orellana
Clerk of Boards and Commissions

Minutes approved by the Architectural Review Board: December 15, 2021