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**ARCHITECTURAL REVIEW BOARD
Work Session
November 2, 2022**

The Architectural Review Board of the Town of Herndon, Virginia, met in work session on Wednesday, November 2, 2022, at 7:30 p.m. in the Town of Herndon Municipal Building, Large Conference Room, 2nd floor, 777 Lynn Street, Herndon, Virginia. In attendance were: Chair Leslie Blaker-Glass, Vice Chair Eric Boll, and Board Member Melody Fetske. Board Member William Savage was absent.

Staff present during the meeting were: Lauri Sigler, Deputy Town Attorney; Tamsin Himes, Lead Planner/Design Development; and Aaron Zoellick, Assistant Town Clerk.

CALL TO ORDER

Chair Blaker-Glass called to order the November 2, 2022, Architectural Review Board work session.

1. DETERMINATION OF QUORUM

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

PUBLIC HEARING

- 2. APPLICATION FOR SIGNAGE, ARB #22-023**, to consider an application for signage located at 1114 Herndon Parkway, Herndon, Virginia, further identified as Fairfax County Tax Map 0161 02 0014 and located in a building in the northwest quadrant of the intersection of Herndon Parkway and Elden Street. The property is zoned CS (Commercial Service) and consists of 158,086 square feet of land. Owner: Sovran Limited Co. Applicants/Agents: Burton Francois, Be Bold Signs.

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 2, 2022, which is on file in the office of Community Development.

Ms. Himes stated that the application was for new signage located at 1114 Herndon Parkway, Herndon, Virginia. Staff recommended approval of ARB #22-023, as submitted in accordance with the draft resolution.

Chair Blaker-Glass called on the Board Members for any questions of the staff. Vice Chair Boll asked if there would be any changes to the awnings on the building. Ms. Himes stated that the awnings were not part of the application.

Board Member Savage asked about the scale of the lettering. Ms. Himes responded that the scale of the lettering is compliant with zoning requirements.

Chair Blaker-Glass called on the applicant to provide any questions or comments. The applicant was not present.

- 3. APPLICATION FOR ALTERATIONS, ARB #22-024**, to consider an application for alterations to an existing structure located at 505 Huntmar Park Drive, Herndon, Virginia, further identified as Fairfax County Tax Map 0162 02 0156D and located in the northwest corner of the intersection of Huntmar Park Drive and Spring Street. The property is zoned O & LI (Office and Light Industrial) and consists of 221,890 square feet of land. Owner: Brit-Beco Park Herndon LLC. Applicant/Agent: Brett Knode, Brit-Beco Park Herndon LLC.

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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 2, 2022, which is on file in the office of Community Development.

Ms. Himes stated that the application was for the installation of a new door system on the façade of a building located at 505 Huntmar Park Drive, Herndon, Virginia. Staff is withholding a recommendation pending further information from the applicant.

Chair Blaker-Glass called on the Board Members for any questions of the staff. Board Member Fetske asked if staff had received information from the applicant on where the door would be installed. Ms. Himes stated that staff was waiting for further information from the applicant.

Chair Blaker-Glass called on the applicant to provide any questions or comments. The applicant was not present.

4. **APPLICATION FOR ALTERATIONS, ARB #22-025**, to consider an application for alterations to an existing structure located at 220 Spring Street Herndon, Virginia, further identified as Fairfax County Tax Map 0171 02 0023 and located north of the Herndon Parkway and Spring Street intersection, on the south side of the W&OD Trail. The property is zoned O & LI (Office and Light Industrial) and consists of 302,052 square feet of land. Owner: Northwest Federal, Credit Union. Applicant/Agent: Corinne Fear, T-Mobile.

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 2, 2022, which is on file in the office of Community Development.

Ms. Himes stated that the application was for the installation of a steel rooftop equipment platform and associated equipment at 220 Spring Street, Herndon, Virginia. Staff stated that it appeared from the submitted materials that the rooftop equipment would be visible from the public right of way. Zoning requires visible rooftop equipment to be screened and the application did not include screening.

Staff is withholding a recommendation pending further information from the applicant.

Chair Blaker-Glass called on the Board Members for any questions of the staff. Board Members asked questions regarding the following topics: color and material of the proposed structure and prominence of the proposed structure. Ms. Himes responded to the Board Members' questions.

Chair Blaker-Glass called on the applicant to provide any questions or comments. The applicant, Corinne Fear of T-Mobile/Network Building + Consulting, LLC, was present and provided brief comments.

Board Members asked the applicant about the dimensions of the proposed equipment and the possibility of seeing the equipment from surrounding right of ways. Ms. Fear responded to the Board Members' questions.

5. **APPLICATION FOR SIGNAGE, ARB #22-026**, to consider an application for signage located at 366 Victory Drive, Herndon, Virginia, further identified as Fairfax County Tax Map 0164 02 0010D and located on the east side of Victory Drive south of the intersection with Spring Street. The property is zoned PD-B (Planned Development-Business) and consists of 140,553 square feet of land. Owner: Herndon-Reston Industrial, LLC. Applicant/Agent: Chelsey Bashorun, Signarama.

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 2, 2022, which is on file in the office of Community Development.

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Ms. Himes stated that the application was for new signage located at 366 Victory Drive, Herndon, Virginia. Staff recommended approval of ARB #22-026, as submitted in accordance with the draft resolution.

Chair Blaker-Glass called on the Board Members for any questions of the staff. Board Members did not have any questions for staff.

Chair Blaker-Glass called on the applicant to provide any questions or comments. The applicant, Anthony Bashorun of Signarama, was present and provided brief comments. Board Members did not have any questions for the applicant.

COMMENTS

6. Comments from the Staff Members

There were no comments from staff members.

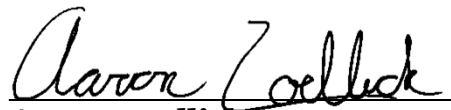
7. Comments from the Board Members

There were no comments from the Board Members.

ADJOURNMENT

On motion of Board Member Fetske, seconded by Vice Chair Boll, the November 2, 2022, ARB work session was adjourned by a vote of 3-0 the vote was: Chair Blaker-Glass, Vice Chair Boll, and Board Member Fetske voting "Aye."

There being no further business, the meeting adjourned at 8:04 p.m.



**Aaron Zoellick
Assistant Town Clerk**

Minutes approved by the Architectural Review Board: December 14, 2022