This does not represent a verbatim transcript of the Architectural 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.

ARCHITECTURAL REVIEW BOARD
Work Session
July 1, 2020

Pursuant to Virginia Code 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. Chairman Walker has stated that the July 1, 2020 Architectural Review Board work session will 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, June 26, 2020. In attendance electronically were: Chairman Walker and Board Members: Lauren Edmondson and Hiren Shah. Board Member Boll and Vice Chair Leslie Blaker-Glass were absent.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; 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 tonight's Architectural Review Board work session will be an electronic meeting. Ms. Orellana informed that the next scheduled meeting for the Architectural Review Board is a public hearing to be held on July 15, 2020 through WebEx and individuals are encouraged to participate and to provide comments for the record at hprb.arb@herndon-va.gov.

Ms. Orellana stated, for the record, that:

The Architectural Review Board work session this evening was conducted electronically pursuant to Virginia Code 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.

- Proper notice of the electronic meeting was provided in accordance with Section 2.2-3708.2 of the Code of Virginia, along with information for viewing the meeting and submitting comments for the record;

- The agenda and meeting materials are available on the town's website;

- Electronic meetings will begin with a roll call and determination of quorum; and
- All votes, including adjournment, will be by roll call vote.

1. **ROLL CALL /DETERMINATION OF QUORUM**

Chairman Walker call the work session to order and asked the Clerk to call roll call.

Ms. Orellana called roll call.

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; Chris Garcia, Community Design Planner and Bryce Perry, Deputy Director of Community Development are also present.

Chairman Walker stated that tonight's meeting is conducted by electronic means pursuant to the appropriate laws. Chairman Walker stated that all members of Architectural Review Board would observe meeting decorum by showing their hand to be recognized by the chairman for comments. Chairman Walker stated that when recognized by the chairman, state your name before providing comments and/or making or seconding motions.

PUBLIC HEARINGS

2. **APPLICATION FOR A WALL OR WINDOW SIGN, ARB #20-015,** to consider an application to install one new tenant business wall sign on the multi-tenant commercial building located at 600 Herndon Parkway, Herndon, Virginia, located between the intersection of Van Buren Street and Herndon Parkway, and the intersection of Herndon Parkway and Exchange Place and further identified as Fairfax County Tax Map 0164-10-0001A5. The property is zoned O&LI, Office and Light Industrial, and consists of 677,914 square feet of land. Owner/Applicant: Monroe Park Joint Venture, LLC, c/o Michael Schnackenberg, PS Business Parks. Applicant's Representative/Agent: Ruth Vanlandingham, Service Neon Signs, Inc.

Chairman Walker opened the work session and called on Christopher Garcia, Community Design Planner for staff report. Mr. Garcia presented the staff report dated July 1, 2020, which is on file in the office of Community Development.

Staff recommended approval of ARB #20-015, in accordance with the following condition:

1. The proposed sign shall be installed in substantial conformance with the original application design and construction details as submitted on or about May 27, 2020.

Chairman Walker called on Board Members to address questions to staff. There were no questions from the Board Members.

The applicant's representative was in attendance to discuss the case. There was no discussion on this item. The Board had no major issues with the proposed application presented.

3. **APPLICATION FOR A WALL OR WINDOW SIGN, ARB #20-016,** to consider an application to install one new tenant business wall sign on the multi-tenant commercial building located at 1108 Herndon Parkway, Herndon, Virginia, located at the northwest corner of the intersection of Herndon Parkway and Elden Street and further identified as Fairfax County Tax Map 0161-02-0014. The property is zoned The property is zoned CS, Commercial Services, and consists of 158,086 square feet of land. Owner/Applicant: Sovran Limited Company, c/o Kim Helter, Sugaroak Management Services, LLC. Applicant's Representative/Agent: Anthony Bashorun, Signarama.

Chairman Walker opened the work session and called on Christopher Garcia, Community Design Planner for staff report. Mr. Garcia presented the staff report dated July 1, 2020, which is on file in the office of Community Development.

Staff recommended approval of ARB #20-016, in accordance with the following conditions:

1. The Applicant shall provide the following missing design details and submit design revisions prior to issuance of a building permit:
    - Channel letter depth and trim cap dimensions on the sign design drawings;
    - Channel letter facing material and covering specifications
    - Channel letter section drawing with dimensions and showing internal illumination detail(s)
2. The proposed sign shall be installed in substantial conformance with the original application design and construction details as submitted on or about June 3, 2020.

Chairman Walker called on Board Members to address questions to staff. There were no questions from the Board Members.

The applicant's representative was not in attendance. The Board had no comments or requests for additional information for staff or the applicant.

4. **APPLICATION FOR A WALL OR WINDOW SIGN, ARB #20-017,** to consider an application to install one new tenant business wall sign on the multi-tenant commercial building located at 1106 Herndon Parkway, Herndon, Virginia, located at the northwest corner of the intersection of Herndon Parkway and Elden Street and further identified as Fairfax County Tax Map 0161-02-0014. The property is zoned The property is zoned CS, Commercial Services, and consists of 158,086 square feet of land. Owner/Applicant:

Sovran Limited Company, c/o Kim Helter, Sugaroak Management Services, LLC. Applicant's Representative/Agent: Anthony Bashorun, Signarama.

Chairman Walker opened the work session and called on Christopher Garcia, Community Design Planner for staff report. Mr. Garcia presented the staff report dated July 1, 2020, which is on file in the office of Community Development.

Staff withheld a recommendation of ARB #20-017 until the applicant addressed the following:

1. The applicant resubmits a sign design that is compliant with the Town's Zoning Ordinance related to allowable sign area within the CS zoning district;

2. The applicant can clarify the design of the following:
   - Channel letter and logo/design facing materials;
   - Design, materials and assembly of the "Sushi" sign text;
   - Design, materials and assembly of the logo/symbol feature(s); and
   - Design and specification for internal illumination of all sign components.

Chairman Walker called on Board Members to address questions to staff. Board Member Edmondson asked if applicant's representative was aware of this item's zoning compliance issues regarding the Zoning Ordinance standards for the sign type. Mr. Garcia responded that the applicant's representative is familiar with the Town's Zoning Ordinance related to allowable sign size for this type of project.

The applicant's representative was not in attendance. The Board had no comments or requests for additional information for staff or the applicant.

DISCUSSION ITEM

5. **Parkview Mixed Use Development – Development Concept Plan and Design Review (2nd Submission)**: Follow-up Board discussion item regarding the revised design (2nd ARB submission) of a future mixed use, transit-oriented development in the Herndon Transit-Oriented Core (HTOC), which is the subject of a formal development plan, DP # 19-01, being considered by the Town of Herndon Planning Commission.

Chairman Walker opened the work session and called on Christopher Garcia, Community Design Planner and Bryce Perry, Deputy Director of Community Development for presentation of the staff memo.

Mr. Garcia began by reminding the board of its role in this review to provide preliminary evaluation of design guideline compliance and of the qualities of the proposed design (at this stage of the process). Mr. Garcia also highlighted the additional information provided since the last review including:

1) additional perspective views of the various elevations;
2) additional street level views of ground level architecture;

3) a ground floor plan showing location of various uses;
4) open space details and landscape amenities.

Mr. Garcia provided staff's updated comments related to the revised submission and previous design review comments in the following areas of the proposed application: deficient information, storefront design, ground floor façade design, podium design, façade colors, materials and textures, and open space design.

Chairman Walker called on Board Members to address questions to staff. The Board had no questions to staff.

Chairman Walker called on the applicant's representatives to provide additional information for the proposed application. Applicant's representatives James Policaro, Ben Kishimoto, Yuan Ma and William Ramsey provided details in response to the Board's previous work session comments and staff's comments in the latest published staff memo.

Chairman Walker called on Board Members to provide comments or ask questions. Board members largely expressed agreement with the staff comments and emphasized that additional information and further refinement of the design to address the remaining comments is expected when the project returns to the Board as a public hearing item.

COMMENTS

6. **Comments from the Staff Members**

There were no comments from the Staff Members.

7. **Comments from the Board Members**

There were no comments from the Board Members.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:41 p.m.

Robert B. Walker, Chairman
Architectural Review Board

Erika Orellana
Clerk of Boards and Commissions

Minutes approved by the Architectural Review Board: August 19, 2020