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HISTORIC DISTRICT REVIEW BOARD
Work Session
March 1, 2023

The Historic District Review Board of the Town of Herndon, Virginia, met in work session on Wednesday, March 1, 2023, at 7:00 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 Members Lauren Edmondson, Melody Fetske, Anna Orlando, Matthew Ossolinski, and William Savage.

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

1. Call to Order

Chair Blaker-Glass called the March 1, 2023, Historic District Review Board work session to order.

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

2. New Business

a. Introductions with New Board Member

Chair Blaker-Glass welcomed Anna Orlando to the Historic District Review Board and asked Board Members and staff present to introduce themselves.

b. RESOLUTION, consideration of a resolution to adopt the Uniform Sign Standards for the Historic District Overlay

Chair Blaker-Glass opened the work session and called on Ms. Himes for the staff report.

Ms. Himes delivered the staff report and staff presentation dated March 1, 2023, which are on file with the Department of Community Development.

Staff is seeking the HDRB’s input on the draft standards.

Chair Blaker-Glass recognized the Board Members for questions.

Board Members offered questions and comments regarding the effect of the Uniform Sign Standards on recently reviewed cases, regulations and guidelines regarding signs with lighting, comparisons with the implementation of the Downtown Pattern Book, concerns with the clarity of the Uniform Sign Standards – particularly contradictory language, inclusion of a process guide for applicants, and limits on the quantity of internal signs.

Ms. Himes and Ms. Sigler responded to the Board Members’ questions and comments.

Ms. Himes asked Board Members to provide additional comments by Friday, March 3, 2023, so that the comments may be incorporated into the staff memo for the March 15, 2023, regular meeting.

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c. **DISCUSSION**, Property Owners Resource Guide

Chair Blaker-Glass opened the work session and called on Ms. Himes for the staff report.

Ms. Himes delivered the staff report and staff presentation dated March 1, 2023, which are on file with the Department of Community Development.

Staff is seeking the HDRB's input on the draft resource guide.

Chair Blaker-Glass recognized the Board Members for questions.

Board Members offered questions and comments regarding the possibility of including a list of approved products from manufacturers, the intended target audience of the resource guide, wariness of including list of architects, the need for strong disclaimers if list of architects is included, the professional standards for architects, and the possible need for step-by-step process guide for applicants.

Ms. Himes responded to the Board Members' questions and comments.

3. Comments

a. Comments from the Staff Members

Ms. Himes stated that the March 15, 2023, HDRB regular meeting will be held in the Herndon Police Department community room due to scheduled renovation work in the Herndon Council Chambers building.

b. Comments from the Board Members

Board Member Edmondson stated that the house on the corner of Spring and Nash has been demolished for all intents and purposes. Has the zoning ordinance been updated for what is considered a demolition?

Ms. Himes and Ms. Sigler responded.

Board Members discussed the house and the application regarding the property that previously came before the HDRB.

4. Adjournment

On the motion Board Member Fetske seconded by Vice Chair Boll, the March 1, 2023, HDRB work session was adjourned at 8:23 p.m.

A handwritten signature in black ink, reading "Aaron Zoellick", written over a horizontal line.

Aaron Zoellick
Clerk of Boards and Commissions

Minutes approved by the Historic District Review Board: April 19, 2023