



**HERNDON ARCHITECTURAL REVIEW BOARD
Regular Meeting Minutes
Wednesday, October 15, 2025**

1. Call to Order

Vice Chair Fetske called the October 15, 2025, Architectural Review Board regular meeting to order at 7:50 p.m. in the Town of Herndon Council Chambers, 765 Lynn Street, Herndon, Virginia. Board Members in attendance: Tamim Chowdhury, Amy Oleinick, Triston O'Savio, and Vice Chair Melody Fetske.

Chair Leslie Blaker-Glass was absent.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; Angelina Jones, Lead Planner; and Aaron Zoellick, Clerk of Boards and Commissions.

Vice Chair Fetske determined there was a quorum with four Board Members present.

2. Approval of Minutes

- a. May 7, 2025, Architectural Review Board Work Session Minutes**
- b. May 21, 2025, Architectural Review Board Regular Meeting Minutes**
- c. June 4, 2025, Architectural Review Board Work Session Minutes**
- d. July 2, 2025, Architectural Review Board Work Session Minutes**
- e. August 6, 2025, Architectural Review Board Work Session Minutes**

Board Member Chowdhury moved to approve the minutes for the following sets of minutes for the Architectural Review Board: May 7, 2025, work session; May 21, 2025, regular meeting; June 4, 2025, work session; July 2, 2025 work session; and August 6, 2025 work session. Motion seconded by Board Member O'Savio. The question was called on the motion, which was carried by a 4-0 roll call vote. Board Members Chowdhury, Oleinick, O'Savio, and Vice Chair Fetske voted "Aye." Chair Blaker-Glass was absent.

3. Comments

- a. Comments from the Staff Members**

Angelina Jones, Lead Planner, provided an update on the agendas for the November Architectural Review Board meetings.

b. Comments from the Board Members

No comments were offered.

c. Comments from Citizens

No comments were offered.

4. Public Hearings

a. APPLICATION FOR SIGNAGE, ARB #25-003, to consider an application for freestanding signage for the commercial property located near 139 Spring Street, Herndon, Virginia, on property established by Declaration of Sunset Business Condominium recorded in Deed Book 5876, page 13, among the Land Records of Fairfax County, Virginia.

Certificates of Publication were filed from the Editor of the Fairfax County Times Newspapers, showing that notice of said public hearing items had been duly advertised in the Friday, September 26, 2025, and October 3, 2025 issues.

Vice Chair Fetske opened the public hearing and read a disclosure statement into the record, indicating that she may have a personal interest in this application, as she has an ownership interest in, and that she is the Secretary of, Friends of Elden Street Players, LLC, owner of unit at 269 Sunset Business Park II Condominium located in the building identified as BLOCK C in the application. In addition, the Elden Street Players, Inc., dba NextStop Theatre Company, own unit 267 Sunset Business Park II Condominium in that same block, and she is currently an Officer of the Board. She is able to participate in the consideration of this item, fairly, objectively, and in the public interest.

Vice Chair Fetske called on Angelina Jones, Lead Planner, for the staff presentation. Ms. Jones delivered the staff presentation dated October 15, 2025. Staff is recommending a continuation to the November 19, 2025, Architectural Review Board regular meeting at the applicant's request.

There was discussion among the Board Members and staff on this item, including: (1) the Board's willingness to work with the applicant; and (2) whether the applicant has provided an update on when requested materials will be provided to staff.

The applicant was not present.
No members of the public were in attendance.

The public hearing remained open.

Ms. Sigler advised that if the Board were to continue the item, it should be to a date certain. She recommended the date set should be the next regular meeting on November 19, 2025.

Board Member O'Savio moved to continue ARB #25-003 to the November 19, 2025, Architectural Review Board regular meeting. Motion seconded by Board Member Chowdhury. The question was called on the motion, which was carried by a 4-0 roll call vote. Board Members Chowdhury, Oleinick, O'Savio, and Vice Chair Fetske voted "Aye." Chair Blaker-Glass was absent.

5. New Business

a. Resolution to establish the Architectural Review Board meeting schedule for January 1, 2026, to December 31, 2026

Vice Chair Fetske called on Lauri Sigler, Deputy Town Attorney, to provide an update on the resolution to establish the Architectural Review Board meeting schedule for 2026.

Ms. Sigler presented the proposed Architectural Review Board meeting schedule for 2026. Staff recommended approval as presented.

Vice Chair Fetske moved to the Board for discussion and action.

Board Member Oleinick moved to approve the Architectural Review Board meeting schedule for January 1, 2026, to December 31, 2026, as presented. Motion seconded by Board Member Chowdhury. The question was called on the motion, which was carried by a 4-0 roll call vote. Board Members Chowdhury, Oleinick, O'Savio, and Vice Chair Fetske voted "Aye." Chair Blaker-Glass was absent.

6. Adjournment

There being no further business, and without objection, the October 15, 2025, Architectural Review Board work session at 8:08 p.m.

Amanda E. Monaw Kertz

Amanda E.M. Kertz
Town Clerk



Minutes approved by Architectural Review Board: January 21, 2026

[Note: Approved resolutions are on file in the Department of Community Development.]