



**HERNDON ARCHITECTURAL REVIEW BOARD  
Regular Meeting Minutes  
Wednesday, November 19, 2025**

**1. Call to Order**

Chair Blaker-Glass, called the November 19, 2025, Architectural Review Board regular meeting to order at 7:32 p.m. in the Town of Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. Board members in attendance: Amy Oleinick, Vice Chair Melody Fetske, and Chair Blaker-Glass.

Board member Tamim Chowdhury was absent.

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

Chair Blaker-Glass determined there was a quorum with three Board Members present.

**2. Approval of Minutes**

- a. **October 1, 2025, Architectural Review Board Work Session Minutes**
- b. **October 15, 2025, Architectural Review Board Regular Meeting Minutes**

**3. Comments**

**a. Comments from the Staff Members**

Ms. Jones provided an update on December Historic District Review Board and Architectural Review Board agendas.

**b. Comments from the Board Members**

Vice Chair Fetske stated that she attended a certified local government training workshop on November 14 put on by the Virginia Department of Historic Resources State Historical Society, the state historic preservation office, and it provided helpful information on the application for historic properties.

Ms. Jones stated that she will provide materials from the workshop.

**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**

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.

Chair Blaker-Glass opened the public hearing.

Vice Chair Fetske read a disclosure statement into the record. She indicated that on October 19, 2025, she was elected to the Sunset Business Park Condominium II Association board. Although she does not receive remuneration for service on the board, since the Association is the property owner for this application, she has a personal interest in the transaction, and will recuse and disqualify herself from the public hearing and deliberation on this item. She will also refrain from discussing this matter with other governmental officers or staff.

Lauri Sigler, Deputy Town Attorney, provided a statement regarding the board being able to hear ARB #25-003 with only two members present consistent with the Virginia Conflict of Interest Act Sec. 2.2-3112(D).

Chair Blaker-Glass recognized Angelina Jones, Lead Planner, who delivered the staff presentation dated November 19, 2025. Ms. Jones stated that this is an application for freestanding signage for a commercial property located near 139 Spring Street. Ms. Jones provided an updated proposed resolution to the Board Members. Staff recommended approval of ARB #25-003 in accordance with the proposed resolution.

Chair Blaker-Glass invited the applicant or applicant's representative forward for comments.

The applicant's representative, Jennifer Daniel, was present.

There was a discussion among the Board Members, the applicant, and staff on this item, including: (1) whether the sign could be fabricated with internal legs; and (2) if VDOT has released that portion of land back to the Town of Herndon.

Chair Blaker-Glass invited members of the public to provide comment.

No comments were offered.

Board Member Oleinick moved to approve Concept A, with the stated conditions, for the Application for Signage, ARB #25-003. Motion seconded by Chair Blaker-

Glass. The question was called on the motion, which was carried by a 2-0 roll call vote. Board Member Oleinick and Chair Blaker-Glass voted "Aye." Board Member Fetske recused herself from the vote on this item.

5. **Adjournment**

There being no further business, and without objection, Chair Blaker-Glass adjourned the November 19, 2025, Architectural Review Board regular meeting at 7:58 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.]