

**HERNDON HISTORIC DISTRICT REVIEW BOARD  
Work Session Minutes  
Wednesday, March 4, 2026**

**1. Call to Order**

Chair Blaker-Glass called the March 4, 2026, Historic District Review Board Work Session to order at 7:04 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, and stated that four Historic District Review Board Members were present, which constituted a quorum. In attendance were: Melody Fetske, Amy Oleinick, Paul LeReche, and Chair Blaker-Glass.

Board Member Tamim Chowdhury and Vice Chair Lauren Edmondson were absent.

Staff present during the meeting: Angelina Jones, Lead Planner / Design and Development; Lauri Sigler, Deputy Town Attorney; and Becky Skillin, Deputy Town Clerk.

**2. Public Hearings**

**a. APPLICATION FOR AN ALTERATION, HDRB #26-002, 879 Station Street, Herndon, Virginia, to consider an application for a Certificate of Appropriateness to replace windows on the building located on the west side on Station Street, north of the intersection with Center Street**

Before opening the public hearing, Chair Blaker-Glass disclosed a potential personal interest pursuant to §§ 2.2-3112(B)(3) and 2.2-3115 of the Code of Virginia in connection with Application for an Alteration, HDRB #26-002 (879 Station Street). Chair Blaker-Glass stated that she knows the applicant, Patricia Aston, professionally and that they occasionally attend the same events or meetings, most recently at a business function in March 2025. Chair Blaker-Glass stated she was able to participate fairly, objectively, and in the public interest.

Chair Blaker-Glass recognized Angelina Jones, Lead Planner / Design and Development, to begin the discussion of an Application for an Alteration, HDRB #26-002, 879 Station Street, Herndon, Virginia, to consider an application for a Certificate of Appropriateness to replace windows on the building located on the west side on Station Street, north of the intersection with Center Street. This case is a retroactive application.

Ms. Jones stated that a Notice of Violation (NOV) was issued to the former property owner for replacing the windows at 879 Station Street without a Certificate of Appropriateness (COA) in November 2025 (ZE25-00087). The windows installed are black vinyl, double-hung with grilles between glass (GBG) in a six-over-six configuration. The windows that were replaced were wood in a two-over-two configuration. Upon transfer of the property, the Town issued a Notice of Violation to the new property owner because the previous owner had not resolved the outstanding violation. The NOV to the current property owner was issued in January 2026 and the owner submitted this COA application as part of resolving the outstanding violation (ZE26-00008). Ms. Jones requested guidance from the board regarding options that may be acceptable within sightlines of the public right-of-way.

Chair Blaker-Glass made comments concerning:

1. Similar cases in the past to guide discussion priorities.
2. Impartiality and consistency in applying federally-defined guidelines across cases.
3. Responsibilities within the Historic District.

Lauri Sigler, Deputy Town Attorney, noted that while precedent can inform decision-making, the Board has to consider each case individually.

There was discussion among the Board and staff on this item, including:

1. A stepped approach to reaching a mutually agreeable solution.
2. Communication at the time of owner transfers for outstanding violations.
3. Land records searches and options for zoning violation disclosures.
4. Recourse options for new homeowners.
5. Non-vinyl muntin options.
6. Warranties and possible weather-tightness issues.
7. Timelines and remedies for zoning violation fines.
8. Consistency in applying Historic District guidelines across cases.
9. Comparable product options that are commercially viable, such as sash replacements in lieu of replacing the whole window.

Chair Blaker-Glass invited the applicant, Patricia Aston, forward for comments. Ms. Aston made comments, including:

1. Prohibitive cost of total window replacement.

2. Muntin availability.
3. Flexibility in applying the Historic District Guidelines.

Following discussion, and with the consensus of the HDRB, staff was requested to share other commercially viable options.

### 3. **Comments**

#### a. **Comments from the Staff Members**

Angelina Jones, Lead Planner / Design and Development, stated that she will be offering free, certified local government (CLG) training on November 6, 2026, at the Herndon Community Center and encouraged Board Member participation. The training will focus on historic district processes. The Board Members were invited to provide comments or suggested topics.

Chair Blaker-Glass made comments about the value of historic districts in communities.

Board Member LeReche asked about the estimated number of participants expected to attend the training.

#### b. **Comments from the Board Members**

Board Member Fetske made general comments about informing the public on zoning regulations, the need for consistency across cases, and vinyl windows in general.

Board Member LeReche made comments about ways to increase flexibility on materials for future cases.

Ms. Jones, noted the importance for the board to remember that historic districts provide value to the town beyond financial gains. She also noted that vinyl windows tend to trap moisture and degrade more quickly than other materials available on the market and are therefore not recommended for buildings within the Historic District.

Lauri Sigler, Deputy Town Attorney, noted the process for filing appeals of Board decisions.

4. **Adjournment**

There being no further business, Chair Blaker-Glass adjourned the March 4, 2026 Historic District Review Board Work Session at 8:32 p.m.

*Becky Skillin*

**Becky Skillin**  
**Deputy Town Clerk**



Minutes approved by the Architectural Review Board: **March 18, 2026**