



**HERNDON ARCHITECTURAL REVIEW BOARD
Regular Meeting Minutes
Wednesday, June 17, 2026**

1. Call to Order

Chair Blaker-Glass called the Architectural Review Board Regular Meeting to order on Wednesday, June 17, 2026, at 7:38 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon. In attendance were: Board Members Tamim Chowdhury, Amy Oleinick, Vice Chair Melody Fetske, and Chair Leslie Blaker-Glass.

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

Chair Blaker-Glass stated that four Architectural Review Board Members were present, which constituted a quorum.

2. Approval of Minutes

a. May 6, 2026, Architectural Review Board Work Session Minutes

b. May 20, 2026, Architectural Review Board Regular Meeting Minutes

Vice Chair Fetske moved the following sets of minutes for approval, as presented:

1. May 6, 2026, Architectural Review Board Work Session Minutes
2. May 20, 2026, Architectural Review Board Regular Meeting Minutes

Motion seconded by Board Member Oleinick. The question was called on the motion, which was carried by a 4-0 roll call vote. The vote was: Board Members Chowdhury and Oleinick, Vice Chair Fetske, and Chair Blaker-Glass voting "Aye."

3. Comments

a. Comments from the Board Members

There were no comments from Board Members.

b. Comments from the Staff Members

There were no comments offered by staff.

c. Comments from the Public

4. Public Hearings

- a. APPLICATION FOR ALTERATION TO AN EXISTING STRUCTURE, ARB #26-006, 259 Sunset Park Drive, Herndon, Virginia, to consider an application for the installation of a new storefront and other minor site improvements, located on the south side of Spring Street west of the intersection with Sunset Park Drive and consists of an undetermined area of land**

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing item had been duly advertised in the May 29, 2026, and June 5, 2026, issues.

Disclosures for the Record

Chair Blaker-Glass asked for transactional disclosure declarations from the Board on any items listed on the agenda.

Vice Chair Fetske stated that she serves on the board of the condominium association associated with the application and filed a Transactional Disclosure Declaration pursuant to §§ 2.2-3112(B)(2)(3) and 2.2-3115(G) of the Code of Virginia and stated that she was unable to participate in the transaction fairly, objectively, and in the public interest and recused herself from discussion on the matter and left the dais at 7:41 p.m.

Chair Blaker-Glass opened the public hearing and recognized Angelina Jones, Lead Planner/Design and Development, for the staff report. Ms. Jones provided an overview of the application and the proposed alterations. She stated that during the work session the Board determined that the existing parapet was sufficient to screen the proposed rooftop units and that no additional screening would be necessary. She stated that the proposed design meets the applicable requirements, is consistent with other materials used throughout the Town, and staff recommended approval as presented.

Chair Blaker-Glass invited the applicant for comments.

The applicant's agent, Aubrey Skinner, P.O. Box 1260, Purcellville, Virginia 20132, stated that he was the general contractor for the client and he concurred with the staff report.

Chair Blaker-Glass asked if there were any members of the public who wished to comment on the application.

Seeing no public comments, Chair Blaker-Glass closed the public hearing and moved to Board level for discussion and action.

Board Member Oleinick moved to approve the Application for Alteration to an Existing Structure, ARB #26-006, 259 Sunset Park Drive, Herndon, Virginia, for the installation of a new storefront and other minor site improvements, located on the south side of Spring Street, west of the intersection with Sunset Park Drive, as presented. Board Member Chowdhury seconded the motion.

There were brief comments from the Board.

The question was called on the motion, which carried by a 3-0 vote. The vote was as follows: Board Members Chowdhury, Oleinick, and Chair Blaker-Glass voting "Aye." Vice Chair Fetske was not present at the dais for discussion or action.

Vice Chair Fetske returned to the dais following action on the item at 7:50 p.m.

b. APPLICATION FOR SIGNAGE, ARB #26-007, 621 Alabama Drive, Herndon, Virginia, to consider an application for freestanding signage, located on the south side of Alabama Drive west of the intersection with Van Buren Street and consists of 1.9425 acres of land

Chair Blaker-Glass opened the public hearing and recognized Angelina Jones, Lead Planner/Design and Development, for the staff report. Ms. Jones provided an overview of the application for ARB #26-007 for a freestanding sign on Alabama Drive. She explained the sizing, materials, location, and requested modifications for the sign. Ms. Jones indicated that the applicant made several changes to the location of the sign, though not to the edge condition, and that the sign location must remain consistent with the approved site plan waiver, MNP #25-12.

Ms. Jones stated that the Board had requested that the applicant provide high-density urethane (HDU) foam material simulating the brick examples. Ms. Jones also reviewed the history of a prior sign application for the Old Dranesville Hunt Club, ARB #16-21, which proposed a similar material. She stated that the ARB denied that application in 2017 due to the proposed materials and compatibility with nearby brick buildings; Town Council upheld the denial and remanded the matter to the ARB for further review. The revised application was later approved using brick and mortar. Ms. Jones then further analyzed the application and explained that staff continued to have concerns regarding the durability and appearance of the proposed foam material and its ability to simulate brick and recommended continuing the item to the Board's July public hearing.

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

1. Proposed materials for the sign and the compatibility with the building's materials.
2. Staff's research regarding the Old Dranesville Hunt Club sign application and discussions with the applicant.

3. Appreciation of how the new design resonates with the building the sign advertises.

Chair Blaker-Glass invited the applicant or applicant's agent to speak on the application.

The applicant's agent, Burton Francois, of Be Bold Sign Studios, 504 Shaw Road, Suite 209, Sterling, Virginia, provided comments on the application.

There was a discussion between the Board, the applicant, and staff on this item, including:

1. The texture, appearance, and durability of the proposed high-density urethane material and whether it would adequately resemble brick over time.
2. The need for staff to further review the material before the Board made a final decision.
3. Examples of other installations using similar materials, including installations in Ashburn, Fairfax, and Alexandria.
4. How the corners of the sign would be treated and how the simulated brick material would be fabricated and finished.
5. Whether the material could be power washed and whether mold or vegetation could attach to it.
6. The Board's request for photographs showing the material after it has aged and been exposed to weather, including examples of installed signs and corner transitions.
7. The applicant's request that the Board consider the broader use of the material because it is used nationally, and the Board's interest in additional information before making a final determination.

Vice Chair Fetske stated that she appreciated the material samples and was open to considering the material; however, she requested additional photos that reveal corners on structures that are in use around the area. She supported continuance to allow staff to review the material and return with a recommendation.

Chair Blaker-Glass agreed with Vice Chair Fetske's comments and stated that additional examples of where the material is used around town would assist the Board.

Board Member Oleinick stated that the HDU material is not used in major construction projects but understood its potential use in certain circumstances and wanted to see additional detailing of the textures, edges, and corners in photographs and three-dimensional examples of how the material is used.

Chair Blaker-Glass invited the public for comments on the application. Seeing none, she asked if staff had additional comments.

Ms. Jones asked whether the Board had a preference between Option 1 and Option 2 of the sign design and whether staff could include applicant-provided photographs in the staff presentation to allow the applicant additional time to obtain materials. Chair Blaker-Glass stated that seeing the photographs for the first time in the presentation during the next meeting rather than via the published agenda ahead of the meeting was acceptable to allow the applicant more time. The Board indicated it preferred the design of Option 2 because it better met the aesthetics of the school.

Vice Chair Fetske stated that the applicant should be prepared with a backup plan if the Board votes to not accept HDU as an acceptable material in this case. Chair Blaker-Glass asked the applicant to share the Board's recommendations with the client.

Ms. Sigler stated that, to avoid readvertising, the Board should keep the public hearing open if the item was continued. Chair Blaker-Glass stated that staff recommended continuing the item to the next meeting and that the public hearing would remain open.

Vice Chair Fetske moved to continue ARB #26-007 to the July 15, 2026, public hearing and to keep the public hearing open. Board Member Chowdhury seconded the motion.

Chair Blaker-Glass invited the Board for additional discussion on the motion, and hearing none, the question was called on the motion, which carried by a 4-0 roll call vote. The vote was: Board Members Chowdhury and Oleinick, Vice Chair Fetske, and Chair Blaker-Glass voting "Aye."

5. Adjournment

There being no further business, and without objection, Chair Blaker-Glass adjourned the June 17, 2026, Architectural Review Board Meeting at 8:22 p.m.



Margie C. Tacci
Deputy Town Clerk



Minutes approved by the Architectural Review Board: July 15, 2026

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