



HISTORIC DISTRICT REVIEW BOARD REGULAR MEETING AGENDA

Herndon Council Chambers Building
765 Lynn Street, Herndon, VA 20170

Wednesday, September 16, 2026 | 7:00 PM

1. Call to Order

2. Approval of Minutes

- a. April 1, 2026, Historic District Review Board Work Session Minutes
- b. April 15, 2026, Historic District Review Board Regular Meeting Minutes

3. Comments

- a. Comments from the Staff Members
- b. Comments from the Board Members
- c. Comments from the Public
Members of the public may, for one 3-minute period, provide public comments, requests, consent or general item comments, and comments on matters not included on the agenda.

4. New Business

- a. Resolution to establish the Historic District Review Board meeting schedule for January 1, 2027, to December 31, 2027

5. Adjournment

Agenda Item: April 1, 2026, Historic District Review Board Work Session Minutes

Meeting Date: September 16, 2026

Category: Approval of Minutes

Prepared by: Becky Skillin, Deputy Town Clerk

Description:

This is a request to approve the April 1, 2026, Historic District Review Board Work Session Minutes.

Background/Timing Impact:

Historic District Review Board minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Historic District Review Board.

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for all public bodies.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

HERNDON HISTORIC DISTRICT REVIEW BOARD
Work Session Minutes
Wednesday, April 1, 2026

1. Call to Order

Chair Blaker-Glass called the Historic District Review Board Work Session to order on Wednesday, April 1, 2026, at 7:00 p.m. in the Herndon Council Chambers, 765 Lynn Street, Herndon. In attendance were: Board Members Tamim Chowdhury, Paul LeReche, Amy Oleinick, and Chair Blaker-Glass.

Board Member Melody Fetske and Vice Chair Lauren Edmondson were absent.

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

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

2. Public Hearings

a. APPLICATION FOR AN ADDITION, HDRB #26-001, 781 and 783 Station Street, Herndon, Virginia, to construct a rear addition to abutting commercial buildings

Chair Blaker-Glass opened the Work Session and called on Angelina Jones, Lead Planner, Design / Development, for the staff presentation.

Ms. Jones delivered the staff report and presentation dated April 1, 2026, stating that the application proposes a rear addition at 781 and 783 Station Street to address a Notice of Violation issued in October 2025. The addition is intended to provide additional outdoor seating for the associated business, Mile 20.

Ms. Jones stated that the proposed design includes a shed roof over the existing patios and an enclosed entrance aligned with the interior alley. The entrance features three fiberglass doors with a centrally framed opening and partial corner enclosures with painted plywood panels in a board-and-batten style. The applicant indicated a willingness to increase the frieze thickness to reduce perceived massing.

This item was continued to the April 15, 2026, Regular Meeting during the February 18, 2026, Regular Meeting. For more information pertaining to the associated case history and other background, please see the staff report and

guidelines matrix from the February 4, 2026, Work Session and the coversheet from the February 18, 2026, Regular Meeting.

The Board provided the following feedback at the February 4, 2026, Work Session:

1. The design remained unresolved and proportions required further refinement.
2. The entrance appeared to be an overly prominent focal point due to color, opacity, and scale.
3. Alternative cladding materials – specifically materials that are textured or transparent, or aluminum composite panels – are preferred to plywood. The applicant agreed to explore contemporary cladding options and reduce the extent of paneling to increase transparency.

Changes to the proposed design include:

1. Shed roof over the entire structure.
2. Additional doors at the central entrance.
3. Transom windows in the patio bays between each column.
4. An additional plywood enclosure at the upper level, currently enclosed by a lattice.
5. Vinyl windows and fiberglass door specifications.
6. Sign removal. Any new signage will be considered as part of a separate Permanent Sign License application and will not be reviewed as part of this Certificate of Appropriateness (COA) application.

Staff concerns with the updates include:

1. Incongruence between proportions and massing among adjacent rear additions.
2. Alignment of roof slope with rooflines on the side with the Mediterranean Breeze sign.
3. Lack of cohesiveness between transoms, vertical scored boards, and porch design.
4. Durability of proposed materials, including plywood used as cladding.
5. Vinyl windows with grilles-between-glass, which are not appropriate under the Historic District Overlay (HDO) guidelines.

Staff seeks clarity regarding the proposed materials for the transom windows, railing, location and design of downspouts, plans for the sloped roof at the rear of 783 Station Street and brick work. Staff requested illustrations and specification sheets for proposed posts and new railings.

Chair Blaker-Glass invited the applicant forward to address the Board.

The applicant's representative, Michael Wijdoogen, stated that he appreciated the Board's feedback and presented revised design elements. He noted that roofing decisions considered clearance for pedestrian circulation. He stated that the proposed lighting would be removed as recommended in the staff report, and that the transom design had been unified across the structure, with additional transoms to be added to the two left panels. He stated that the transoms would be constructed of solid wood and enclosed to continue design elements associated with the Herndon Depot and W&OD Trail. He noted that additional maintenance may be required.

Mr. Wijdoogen stated that the window grilles may be removed if recommended by the Board, subject to confirmation with the manufacturer. He explained the purpose of the vestibule area and identified locations to be enclosed, as well as the rationale for door placement, flat ceiling design, exit sign locations, and potential heaters to be screened from view.

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

1. Roofing and enclosure materials, including maintenance and frequency of repainting.
2. Window design and how the windows meet the wall.
3. Plywood, including durability and maintenance considerations; location and rationale for plywood panels; appropriateness of materials typically used for sheds or marine applications in a restaurant setting; classification and permitting considerations when materials are used outside their typical scope; Hardie plank suggested as a more durable alternative.
4. Relationship of wrapped studs and transoms to the canvas coverings.
5. Roof eave line design, including whether it should be continuous or articulated.
6. Door materials and weight.
7. Flashing material details and incorporation of bird-prevention elements.
8. Enclosed bays, railing wrapping, transom glass, and detailing; wood structures proposed to be wrapped in painted wood.
9. Entrance height requirements.
10. Window materials, including use of vinyl within a non-contributing structure and consideration of aluminum or wood-clad alternatives.

3. Comments

a. Comments from the Staff Members

Chair Blaker-Glass invited staff members for comments on business pertaining to the Historic District Review Board (HDRB).

Ms. Jones made comments, including:

1. The quarterly report with five administrative approvals, noting that a fence installation is being addressed and is compliant with height requirements. She invited questions regarding activities around Town.
2. A ribbon cutting at Harding Park is scheduled for Saturday, April 25, 2026, at 10:00 a.m., a site reviewed by the HDRB. Board Members commented on its frequent use by the community already.
3. A Tax Credit Workshop is scheduled for Thursday, May 14, at 6:30 p.m. in the Council Chambers, featuring a representative from the state. She noted that a recording would be available following the session and encouraged Board Members to attend.
4. Training opportunities for the Historic District Review Board are being planned and requested input on topics of interest.
5. A student from Westfield High School with an interest in architecture is shadowing the Community Development Department staff this week.

b. Comments from the Board Members

Chair Blaker-Glass invited Board Members for comments on business pertaining to the Historic District Review Board. There were no comments.

4. Adjournment

There being no further business, and without objection, Chair Blaker-Glass adjourned the April 1, 2026, Historic District Review Board Work Session at 7:57 p.m.

Becky Skillin
Deputy Town Clerk

Minutes approved by the Historic District Review Board: _____

Agenda Item: April 15, 2026, Historic District Review Board Regular Meeting Minutes

Meeting Date: September 16, 2026

Category: Approval of Minutes

Prepared by: Becky Skillin, Deputy Town Clerk

Description:

This is a request to approve the April 15, 2026, Historic District Review Board Regular Meeting Minutes.

Background/Timing Impact:

Historic District Review Board minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Historic District Review Board.

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for all public bodies.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

HERNDON HISTORIC DISTRICT REVIEW BOARD
Regular Meeting Minutes
Wednesday, April 15, 2026

1. Call to Order

Vice Chair Edmondson called the Historic District Review Board regular meeting to order on Wednesday, April 15, 2026, at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon. In attendance were: Board Members Tamim Chowdhury, Melody Fetske, Paul LeReche, and Vice Chair Lauren Edmondson.

Board Members Amy Oleinick and Chair Blaker-Glass were absent.

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

Vice Chair Edmondson stated that four Historic District Review Board Members were present, which constituted a quorum. She indicated that she would be chairing the meeting that evening as Chair Blaker-Glass was absent.

Vice Chair Edmondson stated a need to amend the agenda to move the Comments portion of the agenda to item number four, to be heard prior to the public hearing. With consensus, the Board unanimously agreed to amend the agenda to move the Comments section to occur prior to the Public Hearings.

2. Presentations

a. Proclamation to Recognize Historic Preservation Month

Vice Chair Edmondson recognized Mayor LeBlanc, who presented a proclamation recognizing May as "Historic Preservation Month."

During his presentation, Mayor LeBlanc provided remarks on:

1. The significance of historic preservation at the local and national levels.
2. The role of historic resources in maintaining community identity.
3. The importance of preserving over 200 historic resources within the Town.
4. Upcoming events and resources available to support preservation efforts.

Vice Chair Edmondson thanked Mayor LeBlanc for the presentation. She appreciated his reminder that history includes both buildings and people.

3. Approval of Minutes

a. March 18, 2026, Historic District Review Board Regular Meeting Minutes

Board Member Fetske moved to approve the March 18, 2026, Historic District Review Board Regular Meeting Minutes, as presented. The motion was seconded by Board Member Chowdhury. The question was called on the motion, which was carried by a 4-0 vote. Board Members Tamim Chowdhury, Paul LeReche, Melody Fetske, and Vice Chair Lauren Edmondson voting "Aye." Board Member Oleinick and Chair Blaker-Glass were absent.

4. Comments

a. Comments from the Staff Members

Vice Chair Edmondson recognized staff members for comments.

Angelina Jones, Lead Planner / Design and Development, provided the following updates on Historic Preservation Month activities, including:

1. Spring Farm Day at Frying Pan Farm Park on May 2, 2026, which provides a link between the shared history of local farms, like Frying Pan Farm Park, and Herndon.
2. The Historic Rehabilitation Tax Credit Workshop is scheduled for Thursday, May 14, at 6:30 p.m., in the Council Chambers. The free workshop is led by the Virginia Department of Historic Resources.

b. Comments from the Board Members

No comments were provided by Board Members.

c. Comments from the Public

Vice Chair Edmondson invited the public for comments.

- Steve Mitchell, 1291 Monroe Street, Herndon: noted recognition of a mural project by the Herndon Woman's Club. He acknowledged staff support for the mural initiative and commented on the expansion of public art within the Town.

Vice Chair Edmondson stated the mural captures the spirit of the Town.

5. Public Hearings

a. APPLICATION FOR AN ADDITION, HDRB #26-001, 781 and 783 Station Street, Herndon, Virginia, to construct a rear addition to abutting commercial buildings

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the March 27, 2026, and April 3, 2026, issues.

Before opening the public hearing, Vice Chair Edmondson asked if the Clerk had received any comments for the record or signed disclosure declarations from the Board on any items listed on the agenda. Becky Skillin, Deputy Town Clerk, stated that no comments or disclosures were received.

Vice Chair Edmondson opened the public hearing and called on Angelina Jones, Lead Planner / Design and Development, for the staff report. Ms. Jones provided an overview of the application for an addition, HDRB #26-001, 781 and 783 Station Street, Herndon, Virginia, to construct a rear addition to abutting commercial buildings.

Key points of the staff review included:

1. Summary of the application's history.
2. Reviewing an existing violation related to prior construction.
3. Applicant's proposal to construct a covered rear patio addition for outdoor seating.
4. Prior review and the Board's continuance of the public hearing item in February 2026.

Ms. Jones stated that additional information on the case history is available in the staff report and guidelines matrix from the February 4, 2026, work session. Following review, staff determined that the proposal generally conforms to applicable zoning and design guidelines. Ms. Jones presented the draft resolution with conditions, including transparency requirements for glazing, along with administrative review items.

Ms. Jones noted that design revisions addressing Board comments included:

1. Shed roof design.
2. Transom windows.
3. Fiber cement cladding replacing plywood.
4. Removal of signage and lighting elements.

Vice Chair Edmondson invited the applicant or applicant's agent forward for comments.

Michael Wijdoogen, 761C Monroe Street, Herndon, the applicant's agent, provided comments on the application. He stated that he would reach out to the manufacturer regarding low-emissivity (low-E) glass to address staff comments about compliance with transparency requirements.

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

1. Expressions of support for the revised design and improvements from prior submissions.
2. Questions regarding downspouts and drainage.
3. Design and lighting approach for the addition.

Ms. Jones confirmed that lighting, downspouts, and signage could be reviewed administratively, and there was discussion regarding glazing, which clarified that tinting should not appear opaque from the public right-of-way.

Vice Chair Edmondson invited any members of the public to address the Board. No public comments were received.

Vice Chair Edmondson closed the public hearing and moved to the Board level for discussion and action.

Board Member Fetske moved to approve the application for an addition, HDRB #26-001, to construct a rear addition to the commercial buildings at 781 and 783 Station Street, Herndon, Virginia, located on the northwest side of Station Street between the intersections with Pine Street and Lynn Street in accordance with the draft resolution, and with the following edits to Condition #4:

- The glass of the door system, and transoms, **and upper story windows** shall be transparent and not tinted to the extent that it appears black from the right-of-way.

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

6. **Adjournment**

There being no further business, and without objection, Vice Chair Edmondson adjourned the April 15, 2026, Historic District Review Board regular meeting at 7:29 p.m.

Becky Skillin
Deputy Town Clerk

Minutes approved by the Historic District Review Board: _____
[Note: Approved resolutions are on file in the Department of Community Development.]

Agenda Item: Resolution to establish the Historic District Review Board meeting schedule for January 1, 2027, to December 31, 2027

Meeting Date: September 16, 2026

Category: New Business

Prepared by: Becky Skillin, Deputy Town Clerk

Description:

The meeting schedule for the Historic District Review Board is outlined in its bylaws. This resolution establishes the meeting schedule for calendar year 2027 for incorporation into the printed Town calendar. Meeting dates may be adjusted as needed.

Background/Timing Impact:

Staff has prepared the proposed resolution for calendar year 2027 based on the following guidelines:

- HDRB work sessions are scheduled on the first Wednesday of the month. In the event such date falls on a holiday, the meeting shall be held on the second Wednesday of the month.
- HDRB regular meetings are scheduled for the third Wednesday of the month. In the event that a regular meeting falls on a holiday, the bylaws allow for the meeting to be shifted to the fourth Wednesday of the month.
- Meeting dates may be changed by resolution of the Board.

Fiscal Impact:

N/A

Legal Impact:

In accordance with the HDRB bylaws, the meeting schedule is adopted by resolution.

Staff Recommendation/Next Steps:

Staff recommends approval of the resolution as presented.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
HISTORIC DISTRICT REVIEW BOARD**

RESOLUTION

SEPTEMBER 16, 2026

Resolution- **to establish the Historic District Review Board meeting schedule for January 1, 2027, to December 31, 2027.**

BE IT RESOLVED by the Historic District Review Board of the Town of Herndon, Virginia that:

1. In accordance with the meeting schedule set out in the Historic District Review Board bylaws, the meeting schedule for calendar year 2027 is established, as follows:

January 6, 2027	Work Session
January 20, 2027	Regular Meeting
February 3, 2027	Work Session
February 17, 2027	Regular Meeting
March 3, 2027	Work Session
March 17, 2027	Regular Meeting
April 7, 2027	Work Session
April 21, 2027	Regular Meeting
May 5, 2027	Work Session
May 19, 2027	Regular Meeting
June 2, 2027	Work Session
June 16, 2027	Regular Meeting
July 7, 2027	Work Session
July 21, 2027	Regular Meeting
August 4, 2027	Work Session
August 18, 2027	Regular Meeting
September 1, 2027	Work Session
September 15, 2027	Regular Meeting
October 6, 2027	Work Session
October 20, 2027	Regular Meeting
November 3, 2027	Work Session
November 17, 2027	Regular Meeting
December 1, 2027	Work Session
December 15, 2027	Regular Meeting

2. Staff is directed to include the meeting schedule in the 2027 town calendar.

26-HDRB-006