

# APPROVED MINUTES

October 14, 2021

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## THE FAIRFAX COUNTY ARCHITECTURAL REVIEW BOARD

### Virtual Meeting- Using Webex Fairfax County Platform 6:30 p.m. meeting start

#### Members Present:

Christopher Daniel, Chairman  
Jason Zellman, Vice Chairman  
Michele Aubry, Treasurer  
John A. Burns, FAIA  
Samantha Huang  
Kaye Orr  
Elise Murray  
Steve Kulinski  
Joseph Plumpe, ASLA

#### Members Absent:

Susan Notkins, AIA

#### Staff Present:

Laura Arseneau,  
*Branch Chief*  
Denice Dressel,  
*Senior Heritage Resources  
Planner*  
Grace Davenport,  
*Heritage Resources Planner*  
Ryan Johnson,  
*Recording Secretary*

*\*Arrived after the commencement of  
meeting.*

**Mr. Daniel opened the October 14, 2021 meeting of the Architectural Review Board (ARB) at 6:32 p.m. using the Webex Fairfax County Platform. Mr. Daniel started the meeting with emergency motions related to the COVID-19 pandemic.**

#### COVID-19 SPECIAL MOTIONS (Summary)

1. A quorum of the ARB must be participating remotely;
2. A vote to ensure that each member of the ARB may be adequately heard and that all members can hear each other;
3. A vote to verify that the usual FOIA procedures cannot be implemented safely or practically;
4. A vote to verify that every item on the agenda is either related to the emergency or necessary to assure continuity in government, or both; and
5. Public comment time limitations.

#### COVID-19 SPECIAL MOTIONS (Motions)

##### Mr. Daniel so moved:

To conduct this meeting wholly electronically and to effectuate both the emergency procedures authorized by FOIA the ARB needs to make certain findings and determinations for the record. It's a bit cumbersome, so I ask you in advance for your patience.

#### 1. Audibility of Members' Voices

First, because each member of this ARB is participating in this meeting from a separate location, we must verify that a quorum of members is participating, and that each member's voice is clear, audible, and at an appropriate volume for all of the other members. Accordingly, I am going to conduct a roll call, and ask each ARB member participating in this meeting to state your name and the location from which you are participating. I ask that each of you pay close attention to ensure that you can hear each of your colleagues. Following this roll call, we will vote to establish that every member can hear every other member.

(Mr. Daniel continued with a roll call of Members, in accordance with above instructions):

- **Ms. Aubry- aye, private residence, can hear**
- **Mr. Burns- aye, private residence, can hear**
- **Ms. Huang- aye, private residence, can hear**
- **Mr. Kulinski- aye, office, can hear**
- **Ms. Murray- aye, private residence, can hear**
- **Ms. Orr- online, but could not confirm audio connection at time of roll call**
- **Mr. Plumpe- aye, private residence, can hear**
- **Mr. Zellman- aye, private residence, can hear**
- **Mr. Daniel- aye, private residence, can hear**

Mr. Daniel passed the virtual gavel to Mr. Zellman so that he could be heard to make the requisite motion.

**Mr. Daniel moved that every member that is present can be clearly heard, with the exception of Ms. Orr. The motion was seconded by Mr. Burns, and passed unanimously.**

## **2. Quorum of ARB members-**

**Mr. Daniel so moved:**

As determined by the roll call, 8 members of the ARB are present and therefore satisfy the ARB quorum minimum. The ARB by-laws state that a minimum of 6 members are required to determine a quorum.

**The motion was seconded by Mr. Burns, and passed unanimously.**

## **3. Need for an Electronic Meeting**

**Mr. Daniel so moved:**

Third, having established that each member's voice may be heard by every other member, we must next establish the nature of the emergency that compels these emergency procedures, the fact that we are meeting electronically, what type of electronic communication is being used, and how we have arranged for public access to this meeting. Therefore, I move that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for this ARB to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of the ARB and the physical

presence of the public, cannot be implemented safely or practically. I further move that the ARB may conduct this meeting electronically through Webex, a county virtual meeting platform and available for access through the ARB county website or through phone at: 1-844-621-3956 with Access code: 2344 145 6612. It is so moved.

**\*\* Ms. Orr (with full audio connection) joined at 6:37\*\***

**The motion was seconded by Ms. Huang, and passed unanimously.**

**4. Need to dispense with FOIA's Usual Procedures to Assure Continuity in Government/Continue Operations**

**Mr. Daniel so moved:**

Finally, it is next required that all of the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of this Board's lawful purposes, duties, and responsibilities. It is so moved.

**The motion was seconded by Ms. Orr, and passed unanimously.**

**5. Public Comments:**

Mr. Daniel moved that the ARB needs to determine how long each member of the public will be able to speak during the public comment periods. The public will be allowed to comment after the consent agenda items and after each action item, as is standard ARB practice.

**Mr. Daniel moved that each member of the public will have 3 minutes to speak. The motion was seconded by Ms. Orr, and passed unanimously.**

Mr. Zellman handed the virtual gavel back to Mr. Daniel.

**VIRTUAL MEETING WEBEX INFORMATION- Staff (Laura Arseneau)**

- Ms. Arseneau informed all attendees that the meeting is being recorded, and it will be posted online within 10 days. She directed attendees to email her during the meeting, use the Q&A box or chat function in the Webex Platform for inquiries and staff would monitor accordingly, and that attendees that are experiencing technical issues to please call Webex Technical Assistance at 1-866-799-3293.

**READING OF STATEMENT OF PURPOSE AND INTENT OF HOD'S**

**Mr. Zellman read the opening Statement of Purpose.**

**\*\*Mr. Daniel reminded presenters of a general 8-minute maximum presentation time for new items, and 3-minute presentation time for revised or follow-up items, and no time limitations for workshops.\*\***

**APPROVAL OF THE AGENDA- Chair**

- Mr. Daniel moved, and was seconded by Ms. Aubry, to adopt the agenda with a friendly amendment to add discussions on Bylaws amendments and Member re-appointments to the Administrative portion of the agenda. The motion passed unanimously.

**INTRODUCTION/RECOGNITION OF GUESTS (Based on Webex attendees' list)**

Sarah Vonesh  
Channing Blackwell  
CP Leopold  
Hem Rana

**CONSENT CALENDAR ACTION ITEM:**

1. **ARB-21-SUL-03 - Sign permit, Refresh for Extra Space Storage**, located at 3480 Centreville Road, Chantilly, in the Sully Historic Overlay District, tax map number 0342 01 0023C. The applicant is proposing to freshen up signage. C.P. Leopold of SignGraphx represents the application. **Sully District**.
  - a. Mr. Daniel asked for public comments. None.

**Ms. Aubry moved, and was seconded by Mr. Kulinski, that the ARB approve consent item ARB-21-SUL-03 as submitted and presented at the October 14, 2021 ARB meeting. Upon review of the materials, the proposal is found to meet requirements of Zoning Ordinance 3101-HISTORIC OVERLAY DISTRICTS. The motion passed unanimously.**

**ITEM FOR ACTION:**

2. **ARB 21-CRM-01 – New Pool Site Plan, located at 1098 Mill Run Court**, Great Falls, in the Colvin Mill Run Historic Overlay District, tax map number 0191 13 0038. The applicant is proposing the addition of a pool and pool deck. Channing Blackwell, Yusef Abughannam and Angela Helton of Blackwell Group represent the application. **Dranesville District**.
  - o **Presentation/Discussion**
    - Mr. Blackwell presented:
      - The lot is about 36,000 s.f. and zoned R-1. Colvin Mill Run HOD
      - Existing home on corner lot with rear yard pavilion
      - 18’ x 40’ ground-level pool with decking to connect with existing patio, minor landscaping sitting wall under 3’ height
      - No proposed tree removal
      - Approx. 4% impervious surface increase
      - Minor to no grade change, no topographic change. Preserving existing vegetation and natural screening
      - Retaining natural contours, trees, and site views, complying with zoning requirements and setbacks for pools, and no archaeological issues have been identified.
    - Mr. Daniel asked for public comment. None.
    - Mr. Daniel asked ARB Members for comments:

- Ms. Aubry: Thanked the applicant. Glad to see the archaeological report showing no impact.
- Mr. Burns: Had a question about the fencing and whether it would impact the existing coniferous plantings. Mr. Blackwell responded that the screening and barrier would be completely preserved. Mr. Burns asked if there was walk space between the sitting wall and the pool. Mr. Blackwell responded no. Mr. Burns noted the detail on the plans and complimented the applicant on plan quality.
- Ms. Huang: No further comments.
- Mr. Kulinski: Fine with application as proposed.
- Ms. Murray: Had a question about stone wall continuing out into the street. Mr. Blackwell responded that the stone wall was not extending out to the street, and that the plan notation “SF” stands for silt fence, which helps with erosion along the temporary construction entrance—so nothing structural is proposed out to the street. Ms. Murray thanked the applicant for including design guideline analysis in the presentation.
- Ms. Orr: No further comments.
- Mr. Plumpe: Good presentation. Asked about whether a grading plan would be submitted. Mr. Blackwell responded yes. Mr. Plumpe recommended given the visibility on the corner lot to try to keep the site clean and clear from mud during construction. Mr. Blackwell responded there will be water on-site and a rigorous cleaning program.
- Mr. Zellman: Good presentation.
- Mr. Daniel: Thanked Ms. Murray for mentioning design guideline analysis, and also complemented applicant on quality of submission.

**Mr. Kulinski moved, and was seconded by Mr. Burns, that the ARB recommend approval of action item ARB-21-CRM-01, located at 1098 Mill Run Court, tax map 0191 13 0038 in the Colvin Run Mill Historic Overlay District, for the proposed construction of a new pool, as submitted and presented at the October 14, 2021 ARB meeting. Upon review of the materials, the proposal is found to meet requirements of Zoning Ordinance Section 3101-HISTORIC OVERLAY DISTRICTS. The motion passed unanimously.**

**ITEM FOR WORKSHOP SESSION:**

**3. ARB 21-WEL-02 - Wellington at River Farm Design Guidelines review - Laura Arseneau representing Fairfax County Planning Division. Mount Vernon District.**

- Presentation/Discussion
  - Ms. Arseneau presented:
    - Overview: Wellington at River Farm HOD (near Potomac River)
    - The property is no longer for sale. Will remain the HQ of the American Horticulture Society.
    - September 14, 2021: zoning amendment gave ARB power to review subdivision/site plans in HOD and to consider public access in HOD

- The design guidelines will be an action item on November 10 ARB meeting
- Changes to draft design guidelines:
  - Updated to reflect new Z.O. that was adopted in July and the September 14, 2021 zoning amendment related to the HOD.
- Mr. Daniel asked ARB Members for comments:
  - Ms. Aubry: Asked about the slide that mentioned 7 different steps on things to be done, such as funding for cultural landscapes studies and Phase I archaeological study. Mentioned state has passed law to help provide \$2 million to help conserve Wellington HOD to conduct those 2 studies, and that could be a potential funding source. Ms. Arseneau will follow up with Supervisor Storck.
  - Mr. Burns: Endorsed Ms. Aubry's comments.
  - Ms. Huang: No comments.
  - Mr. Kulinski: Endorsed Ms. Aubry's comments.
  - Ms. Murray: She is content regarding this issue.
  - Ms. Orr: No comments.
  - Mr. Plumpe: No comments.
  - Mr. Zellman: No comments.
  - Mr. Daniel: Appreciate staff and EHT Tracerics. Good to hear the property is off the market. Also endorsed Ms. Aubry's comments.
  - \*\*Ms. Arseneau mentioned next ARB meeting is November 10 (Wednesday)\*\*

## PRESENTATION

- General overview and status update of the entire design guidelines rewrite – Sarah Vonesh representing EHT Tracerics. **County-Wide.**
  - Presentation/Discussion
    - Ms. Vonesh presented:
      - Overall goal: prepare illustrated guidelines to assist staff and applicants with review of applications and overall preservation of HOD's.
      - Scope of work: kickoff meetings, site visits, outline templates drafting, incorporating feedback, compiling comment matrix
      - Revisions: HOD specific recommendations, Z.O. amendments, comments and feedback from ARB and staff
      - Draft overall design guidelines will be submitted to ARB for review in Spring 2022
    - Mr. Daniel asked ARB Members for comments:
      - Ms. Aubry: Asked how would the public meetings be handled (per HOD, per magisterial district, etc.). Ms. Arseneau mentioned that there will likely be 2 virtual meetings. But this is still up for discussion. Mailing informational postcards to homeowners in HOD's will occur.
      - Mr. Burns: There are 2 potential HOD's – Hollin Hills and Holmes Runs Acres that still need public meetings regarding design guidelines. Ms. Arseneau responded yes once the HOD's are approved (by the Board of

Supervisors), there will be public meetings on the design guidelines thereafter.

- Ms. Huang: No comments.
- Mr. Kulinski: No comments.
- Ms. Murray: No comments.
- Ms. Orr: No comments.
- Mr. Plumpe: No comments.
- Mr. Zellman: No comments.
- Mr. Daniel: Pleased with the effort from EHT Tracerics. Mentioned some HODs having much more feedback than others. Mr. Daniel mentioned that the Supervisors' offices should be coordinated with for outreach and communication about the design guidelines.
- Mr. Burns also mentioned that this is a monumental moment for the County's HOD design guidelines. Prior to this, County had the oldest, most outdated design guidelines in the D.C. metropolitan area.
- Ms. Vonesh told ARB members to keep comments coming in on the draft guidelines
  - Issue: Putting glossary in overall design guidelines instead of in specific districts. A discussion ensued regarding this topic.
    - Ms. Murray: mentioned that the glossary should stay intact with the specific districts.
    - Mr. Daniel: agreed with Ms. Murray, particularly given that the documents are online.
    - Ms. Aubry: mentioned she made the suggestion to not have the superfluous glossary attached to each district specific set of guidelines. Mentioned most of the terms in the glossary are not in the text of the specific district guidelines. For efficiency it should be separate.
    - Mr. Daniel mentioned maybe the solution is each document have its own glossary and then keep the overall glossary.
    - Ms. Murray stated there should be one common glossary and then a specific glossary.
    - Ms. Vonesh mentioned that the common glossary was a feature of the beginning of the project, and it was always the goal to fine tune it closer towards project completion.
    - Ms. Arseneau mentioned maybe just one large document with the overall design guidelines and the district specific design guidelines. (with one glossary)
    - Mr. Plumpe mentioned from a developer/applicant perspective, it should all be linked together in one big document. Mr. Plumpe asked how many pages would be added in the district-specific glossaries with architectural terms. Ms. Vonesh responded about one page.
    - Mr. Plumpe asked how big the files were due to images and quality, etc. Ms. Vonesh responded she would follow up.

- Mr. Daniel commented that the documents already sent to Members were in a range of 15 to 50 MB.
- A discussion ensued on image quality, printing, etc. Mr. Burns mentioned that the Library of Congress offers a range of resolution images.
- Issue: Ms. Vonesh mentioned the general store in Colvin Run Mill HOD doesn't have a designation- it was not identified in the 1991 contributing properties memorandum.
  - Mr. Burns asked if the store is on the Inventory
  - Mr. Daniel asked staff to confirm what ARB action would be necessary to change the status of the general store
  - Ms. Burns asked about Colin Run Mill HOD National Register and whether the general store was shown on that nomination.
  - **Ms. Arseneau mentioned staff will research the general store and provide an informational memo**

#### BOARD AND STAFF ITEMS:

- **Review and action on approval of previous months minutes (September 2021) and authorization of payment to the Recording Secretary.**
  - Mr. Burns asked about excused and unexcused absences due to Bylaws, and whether the meeting minutes should be updated to reflect the recent proposed changes in the Bylaws. (The current practice in the meeting minutes is to have “Members Present” and “Members Excused” on the first page.)
    - Ms. Arseneau responded that the proposed Bylaws have not been adopted, so the minutes cannot yet be updated to state “Excused” and “Unexcused”.
  - Ms. Murray moved, and was seconded by Mr. Burns, that the ARB change its current meeting minutes policy to change “Excused” and “Unexcused” to “Absent” for the time being until ARB Bylaws are approved by the Board of Supervisors.
  - **Mr. Zellman moved, and seconded by Ms. Murray, that the ARB approve the September 2021 meeting minutes, and to authorize payment to the Recording Secretary. The motion passed unanimously.**
- **Treasurer’s Report: Staff - \$26,891.91** (Denise Dressel reported on expenditures in the last couple of months that have resulted in the current balance)
  - There was a brief discussion about the gross pay for recording secretary. Ms. Murray mentioned that there are end of year adjustments, and those adjustments are usually cancelled out the next month.
- Administrative:
  - Going back to in-person meetings – hard copy vs digital submissions/distributions
  - Ms. Dressel asked if we go back to in-person what type of format would be needed
    - Ms. Murray mentioned that hard copy would be preferable
    - Mr. Burns asked that if we go digital would the County provide large digital screens to be able to clearly review documents.
    - Ms. Aubry’s concern is not getting the materials a full 2 weeks ahead



- of time. Would like hard copy and delivered at least 2 weeks ahead.
  - Mr. Zellman thinks that the review time is the biggest issue
  - Ms. Dressel mentioned there is no date yet on when in-person ARB meetings will resume.
  - Ms. Arseneau mentioned that staff could request both email and hard copy mails. It will likely be on the applicant to mail hard copies.
- Appointments:
  - Mr. Daniel asked whether Mr. McReynolds was still a Member.
    - Ms. Dressel mentioned he resigned.
  - Mr. Daniel asked about Members not coming to ARB since Covid-19.
    - Ms. Arseneau responded that until Bylaws are updated and adopted by BOS- we have to wait to enforce those absences
  - Ms. Murray mentioned that there was an overall BOS policy that if there are too many absences they can be dropped.
    - Staff will work with Ms. Murray to track down this BAC policy document.
  - Mr. McReynolds was an engineer (related professional) in Sully.
- **Discussion/Update Reports:**
  - Reston Comprehensive Plan Task Force Update - Chris Daniel
    - Mr. Daniel's representation on the Task Force has greatly emphasized how the updated Plan language will be shared with BAC's.
    - Emphasized the heritage resources on Association Drive
    - Mr. Burns mentioned Hunter Mill District newsletter mentioned virtual meetings on Tue, Oct. 19 and Wed, Oct. 27.
  - Historic Fairfax Courthouse Maintenance Issues – Jason Zellman
    - Met with Cheryl Repetti from History Commission and Clerk of Court on-site to observe conditions—Maintenance works on site doing mortar work were not experienced in restoring historic structures.
    - The property has a lot of issues with bricks and mortar, birds are getting in cracks and eating mortar
    - **History Commission is writing letter** that explains the bad condition of the courthouse.
    - Ms. Dressel mentioned that Capital Facilities will come to the ARB for an informational meeting about the demolition of the non-historic wings. Heritage Resources staff has put Capital Facilities on notice about conditions on the property. Capital Facilities is currently identifying funding sources for needed work.
  - Lake Anne Condo Association Structural Issues – Samantha Huang
    - Structural report - \$37 million for needed structural repairs to the Lake Anne Village Center, and the general report does not take into account

that this is a National Register listed property.

- Mr. Burns mentioned the collapse of the Miami condo is what happens when you have a condo board of owners who put off maintenance fees. Concrete buildings up and down the east coast shore could potentially be dangerous due to this lack of care towards maintenance.
  - Mr. Daniel would like to write a letter showing ARB support of the needed maintenance.
  - Ms. Dressel mentioned she reached out to DHR about technical resources (engineers and consultants who specialize in modern architecture) and how to help with Supervisor task forces.
  - Mr. Daniel asked how much would a historic survey report cost.
  - Ms. Murray mentioned the last rebar repair was done without ARB support. Mr. Burns mentioned they painted the concrete on the J-shaped building because they did such a terrible job matching the actual concrete.
- Reston Review Committee - Samantha Huang to replace Jason Sutphin
    - Rezoning Cases – Isaac Newton Square Phase II survey
      - Mr. Burns mentioned all of the buildings are going (being demolished). Isaac Newton Square is not as “pretty”—parking lot with low-slung office buildings at perimeter. It would be nice to have all of the original parts of Reston put on the County Inventory. The Reston Master Plan recommended high density in an arguably rushed fashion.
      - It is hoped that the replacement buildings will be better.
  - Hollin Hills HOD Update – Laura Arseneau
    - Completed poll that went to every property owner. Staff is currently vetting data and will be sending to Supervisors’ office for its use. Announcement next month on data.
  - Wellington at River Farm Update – Laura Arseneau (see above)
  - Holmes Run Acres HOD Update – Denice Dressel
    - Ms. Dressel is taking over this project. Staff is in the planning and scheduling stage. Starting Work group again. Community meetings by next Spring.

**Mr. Burns made a motion to adjourn at 9:11 p.m.**

*The ARB Administrator will stamp and sign copies of approved drawings or other application documents following the meeting at which approvals are granted, or at such time as drawings amended to reflect ARB actions are received by the administrator. Applicants may be required to submit additional copies of approved drawings or other application documents. Applicants may request copies of meeting minutes within 2 weeks of the meeting at which the ARB approved the minutes. Stamped drawings, letters from administrator documenting ARB action or copies of relevant minutes are required prior to projects being approved by county review and permitting agencies.*

*For further information contact, Denice Dressel, Senior Heritage Resources Planner, Architectural Review Board Administrator, Fairfax County Department of Planning and Development (DPD), at 703/324-1380.*