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**MINUTES OF THE HISTORICAL AFFAIRS AND
LANDMARK REVIEW BOARD
Wednesday, June 18, 2025, 6:30 PM**

This was a hybrid public meeting held both in person and through electronic communication means.

MEMBERS PRESENT: Kaydee Myers, Chair
Alex Foster, Vice Chair
Nathan Burlingame
Omari Davis
Andrew Fackler
Gerald Laporte
Joan Lawrence
Mark Turnbull
Andrew Wenchel

VIRTUAL MEMBERS: Nan Dreher, Personal, Arlington, VA.
Gray Handley, Personal, Columbia, SC.

MEMBERS EXCUSED: Robert Dudka
Carmela Hamm
Rebecca Meyer

STAFF PRESENT: Lorin Farris, Historic Preservation Section Supervisor
Mical Tawney, Historic Preservation Associate Planner
John McNair, Historic Preservation Specialist

CALL TO ORDER & ROLL CALL

The Chair Kaydee Myers called the meeting to order and asked Historic Preservation Program (HPP) staff to please call the roll. Ms. Lorin Farris called the roll and determined that there was a quorum. Ms. Joan Lawrence and Mr. Dick Woodruff arrived at 6:31 PM, and Mr. Omari Davis and Mr. Andrew Wenchel arrived at 6:38 PM after roll had been called.

EXPLANATION OF PUBLIC HEARING PROCEDURES

The Chair explained the in-person and electronic Historical Affairs and Landmark Review Board (HALRB) public hearing procedures. Ms. Myers described the logistics of participating virtually in the hybrid meeting via the Microsoft Teams platform and/or the call-in number. *[Mr. Gray Handley turned off his camera but remained in the meeting at 6:33 pm].*

APPROVAL OF THE MAY 2025 MEETING MINUTES

The Chair asked for any comments on the draft May 21, 2025, meeting minutes. Ms. Myers made a motion to approve the minutes; Ms. Alex Foster seconded the motion. Ms. Myers asked HPP staff to call the roll. Ms. Farris called the roll, and the motion passed 9-0-1 with Mr. Woodruff abstaining. Mr. Wenchel and Mr. Davis had not yet arrived at the meeting.

PUBLIC HEARING FOR CERTIFICATES OF APPROPRIATENESS (CoAs)

Consent Agenda

There was one item on the Consent Agenda. The Chair asked if there were any questions about the item. After hearing none, Ms. Myers made a motion to approve the item on the Consent Agenda. Mr. Turnbull seconded the motion. The Chair asked staff to call the roll. Ms. Farris called the roll, and the motion passed 10-0. Mr. Wenchel and Mr. Davis had not yet arrived. Speaking to the applicant present for the Consent Agenda, Ms. Mical Tawney shared that the item had been approved and thanked them for joining.

CHAIR'S REPORT

Ms. Myers mentioned that the HALRB had been expecting County Board Member Julius D. "JD" Spain to attend this month's meeting but reminded everyone that he rescheduled to attend the July HALRB hearing instead due to scheduling conflicts. She asked everyone to send any questions or topics they wanted to discuss with Mr. Spain ahead of the meeting to Ms. Tawney or herself.

STAFF REPORT

Ms. Tawney shared with the HALRB that on June 14, 2025, the County Board had unanimously approved via the Consent Agenda the Brennan House designation which meant that it was now officially a Local Historic District (LHD). She mentioned that this was the County's 43rd LHD, and thanked Ms. Myers for attending the Planning Commission hearing to speak in support of the project on behalf of the HALRB.

Mr. John McNair shared summaries of two outreach events that HPP staff had participated in since the last HALRB meeting. The first was the Juneteenth Event which was hosted by the Black Employee Council (BEC) on June 17th. At the event, the HPP team and their partners unveiled the Queen City historic marker. He shared that Dr. Scott Taylor and Ms. Allison Smith Holland both spoke at the event. He mentioned that staff was waiting for the arrival of one more piece of the marker and for other administrative portions of the project, such as utility checks and permit requests, to be completed before the marker could be installed. He also shared that the HPP attended the June 8th Living History Day event at Fort C. F. Smith, one of the County's LHDs. The HPP had a table at the event to share information about the program and historic preservation in the County. Despite the rain, about 100 people attended the event.

Ms. Tawney then provided an overview of the training requirements for the HALRB commissioners. She reminded everyone that Arlington County is a Certified Local Government (CLG) with Virginia's Department of Historic Resources (DHR). As such, the HALRB members are required to complete annual training for the HPP to retain its CLG status. She shared a few activities that could count towards the training, such as attending a conference, going on a historic house tour, or attending a lecture or class on a topic related to history or historic preservation. She reminded the members that her monthly emails have training opportunities listed in them. She noted that the training must be completed by September 30, 2025, and that she would send out an email to remind everyone of this requirement in August. She asked that anyone who had already completed their training to send her an email with the required information, such as a description of the training and when it occurred, in it. She mentioned that it was required that the training be a minimum of an hour in length. Finally, she shared details about the upcoming CLG trainings hosted by DHR and encouraged HALRB commissioners to attend the training.

Mr. Woodruff asked if the CLG opportunity was the same that Ms. Tawney had sent out in an email. Ms. Tawney said it was. Mr. Woodruff noted that he signed up for the class on November 14th but that he did not receive a confirmation email. Ms. Tawney said that DHR had said a confirmation email would not be sent once someone signed up for the training because of the format of the form they used, but that she

could reach out to DHR and confirm that Mr. Woodruff was confirmed for that date. She offered the same to Mr. Handley who she knew had also signed up for that session. Ms. Farris reiterated that the November 13 and November 14 trainings would not count towards the current fiscal year's training requirement, but that it could count towards next years. Ms. Tawney confirmed that this was true. Ms. Farris also reiterated that this training was with DHR, which is the Virginia State Historic Preservation Office. Ms. Lawrence and Mr. Laporte shared that they both had attended past sessions and found them useful and informative.

Ms. Farris mentioned that the Site Plan Review Committee (SPRC) meeting for the Inn of Rosslyn Site Plan project occurred on June 2. It was the second meeting of the SPRC. Ms. Foster attended as the HALRB representative. She shared that the project team had made some updates to the design, but that not everything could be achieved. She mentioned that further internal conversations would be had with the project team as the project progressed. She said that HPP staff and the HALRB had wanted the design to have inspiration from the existing building, but that that went contrary to the area plan's recommendations for new design and those were topics being discussed. She noted that the project would likely go to the County Board in September. Ms. Foster shared that the project team did listen to Ms. Nan Dreher's suggestion to put the existing Inn of Rosslyn sign into the lobby of the building where it would be visible.

Finally, Ms. Farris shared that they were working to fill the HPP Principal Planner role and that she would share with the HALRB any notable staffing updates. Mr. Woodruff asked for clarification on this position. Ms. Farris said that it was her old role with the HPP since she had shifted into the Supervisor position. Mr. Woodruff then asked if Ms. Farris was the new supervisor, and Ms. Farris confirmed that she was, noting that she had announced it last month during the meeting, but that Mr. Woodruff had been absent. This concluded the staff report.

Mr. Woodruff asked HPP staff for an update on the Melwood project. Ms. Farris shared that she did not have any updates from Planning or Housing staff on the project, but that HPP staff were on tract with their estimated timeline for the LHD study of the Nelly Custis School [which is part of the Melwood project]. Mr. Woodruff asked what the project timeline was; Ms. Farris shared that Ms. Tawney was currently working on the Happiest LHD designation request which was next in the LHD study queue. The goal was to have that to the HALRB in the fall for their review. Ms. Tawney shared that the goal was to begin research on the Nelly Custis designation request at the end of the year and reminded everyone that these requests are reviewed on a first-come, first-serve basis.

Mr. Woodruff then asked for an update on the LHD application form update. Last it had been discussed with the HALRB, it was said that the HPP might complete an internal review of the application form after a six-month time frame. Ms. Farris said she did not believe that it was time for that review yet. Mr. Woodruff asked if the changes were in effect currently. Ms. Farris said that they had been in effect since November of last year. Mr. Woodruff followed up to ask if the HALRB had a copy of the application in writing. Ms. Farris shared that it was on the website. Ms. Tawney also reminded everyone that a copy had been sent via email when it was first made live.

With no other business for the good of the order, the Chair adjourned the meeting at 6:53 pm.