

**HERITAGE PRESERVATION REVIEW BOARD**  
**INFORMATION SHEET**

**2020**

The Heritage Preservation Review Board holds a public hearing at 7:00 p.m. on the **third** Wednesday of the month, unless altered by a holiday schedule. Work sessions are held at 7:00 p.m. on the **first** Wednesday of the month, unless altered by a holiday schedule. Meetings are held in the Herndon Council Chambers Building located at 765 Lynn Street, Herndon, Virginia.

Although not required, applicants are highly encouraged to attend the work session as their applications will be discussed informally by the Board. Should you or your representative not attend the public hearing to address any issues that the Board may have, the application will likely be denied.

The deadline for filing new applications is approximately 30 days prior to the regularly scheduled public hearing. The completed application, all required materials and the application fee must be submitted no later than 4:00 p.m. on the application deadline date. **Please note that the applications must be complete and that it is the applicant's responsibility to ensure completeness. Late or incomplete applications will not be accepted or placed on the Board's upcoming agenda.** Applicants are encouraged to submit their application two to three days prior to the deadline and to have their applications reviewed by Town staff for completeness. Meetings with staff prior to the submission deadline are encouraged and may be arranged by appointment.

<u>APPLICATION DEADLINE</u>	<u>WORK SESSION</u>	<u>PUBLIC HEARING</u>
December 9, 2020	January 8, 2020	January 15, 2020
January 13, 2020	February 5, 2020	February 19, 2020
February 10, 2020	March 4, 2020	March 18, 2020
March 9, 2020	April 1, 2020	April 15, 2020
April 13, 2020	May 6, 2020	May 20, 2020
May 11, 2020	June 3, 2020	June 17, 2020
June 8, 2020	July 1, 2020	July 15, 2020
July 13, 2020	August 5, 2020	August 19, 2020
August 10, 2020	September 2, 2020	September 16, 2020
September 14, 2020	October 7, 2020	October 21, 2020
October 13, 2020	November 4, 2020	November 18, 2020
November 9, 2020	December 2, 2020	December 16, 2020

To view additional information and confirm meeting dates, please visit the Town's web page at [www.herndon-va.gov](http://www.herndon-va.gov).

If you have additional questions or would like to arrange an appointment, please contact the Town of Herndon Department of Community Development at (703) 787-7380. Town offices are located at 777 Lynn Street and are open from 8:00 a.m. to 5:00 p.m., Monday through Friday.