



DEPARTMENT OF COMMUNITY PLANNING, HOUSING AND DEVELOPMENT
Neighborhood Services Division

Courthouse Plaza One 2100 Clarendon Boulevard, Suite 700 Arlington, VA 22201
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January 3, 2020

Re: Draft Update to the *Maywood Design Guidelines*

Dear Maywood Owner or Resident:

As you may be aware, the Arlington County Historical Affairs and Landmark Review Board (HALRB), Arlington County Historic Preservation Program (HPP) staff, Maywood Community Association, and residents of the neighborhood began a collaborative process in November 2017 to update the *Maywood Design Guidelines* with the intent to streamline the process under which owners can make improvements and modifications to their homes.

Meeting agendas and materials for subsequent meetings of this group, named the Maywood Design Guidelines Committee (MGC), are available on the County website (<https://commissions.arlingtonva.us/historical-affairs-landmark-review-board/maywood-design-guidelines-committee-mgc/>). The Chairman of the HALRB moderated this process and the HPP staff led discussions, provided background and technical information, and composed the proposed revisions to the *Maywood Design Guidelines* agreed upon by the MGC. As part of this effort, the MGC:

- Identified various types of projects that could be shifted from Certificates of Appropriateness (CoAs) with HALRB review/approval to Administrative Certificates of Appropriateness (ACoAs) with HPP staff review/approval;
- Discussed the specific review criteria for the proposed ACoA projects;
- Provided input and feedback on the proposed ACoA requirements and how best to incorporate the new requirements to the existing *Maywood Design Guidelines*; and
- Proposed ideas for simplifying the existing CoA/ACoA application form.

The HPP staff anticipates that about 46% of the approved CoA cases from the last two years could have been evaluated and approved as ACoAs under the updated guidelines. The proposed amendments will shorten the design review process for Maywood owners and residents for certain categories of renovation and site improvements. The MGC is now ready to share the proposed amendments with the Maywood community and the HALRB. The draft document is available on the County website (<https://arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/5/2019/11/2019.10.16.Maywood-Design-Guidelines.Update.V2.pdf>).

Representatives of the MGC have been visiting neighbors over the past several weeks to further explain the benefits associated with these proposed changes and to answer questions.

The HALRB will hold a public hearing on the proposed updates to the *Maywood Design Guidelines* on Wednesday, January 22, 2020, as part of its regular monthly meeting. The hearing will take place at the Ellen M. Bozman Government Center at 2100 Clarendon Boulevard in the Cherry and Dogwood conference rooms on the lobby level. **This agenda item will begin no earlier than 7:45 pm.** Free garage parking is available underneath the building after 5 pm. The final meeting agenda and the associated background material will be available **one week prior** to the hearing on the County website (<https://commissions.arlingtonva.us/historical-affairs-landmark-review-board/>).

You are encouraged to attend the HALRB hearing to learn more about the proposed revisions to the *Maywood Design Guidelines*. The HALRB will consider public comments during this hearing. You may choose to speak at the hearing or submit your comments in writing in advance. There will be an additional opportunity to provide feedback when the proposed revisions are presented to the County Board for consideration and approval (anticipated in Spring 2020); however, please note that the revisions will NOT go into effect until that time.

If you have questions about the upcoming public hearing, please contact the Historic Preservation Program staff at 703.228.3838 or anjones@arlingtonva.us.

Sincerely,



Angelina R. Jones
Historic Preservation Planner

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