HERNDON PLANNING COMMISSION
Work Session Minutes
Monday, March 10, 2025

1. Call to Order

Vice Chair Yohannes called the March 10, 2025, Planning Commission work session to order at 7:00 p.m. in the Town of Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Commissioners Jay Donahue, Dua'a Elbarasse, Yung Kim, Samuel Richardson, Vice Chair Meron Yohannes, and Chair Michael Romeo.

Staff present during the meeting: Lauri Sigler, Deputy Town Attorney; Lisa Gilleran, Director of Community Development; David Stromberg, Zoning Administrator; Fadrique Iglesias, Community Planner; and Collin Okoniewski, Planning Operations Manager.

Chair Romeo arrived and took over the duties of the chair at 7:05 p.m.

There were six Planning Commission members present.

2. Public Hearings

a. Application for a Special Exception – SE #24-03, 1402 Winterland Ct., to consider a special exception to permit a home-based child daycare use within the PD-R, Planned Development-Residential, zoning district.

Chair Romeo opened the work session and called on Mr. Iglesias for the staff report.

Mr. Iglesias delivered the coversheet and presentation dated March 10, 2025, which are on file with the Department of Community Development. Mr. Iglesias stated that this is an application for a Special Exception to permit a home-based child daycare use within the PD-R, Planned Development-Residential, zoning district at 1402 Winterland Ct. Staff supports the Planning Commission recommending approval with conditions of the Special Exception to the Town Council.

Mr. Iglesias's presentation also covered new information since the Planning Commission regular meeting on February 24, 2025 including the results of

unannounced site visits to the property, and the addition of verbiage into the conditions of the special exception as a result of research and public input at the regular meeting.

There was a discussion among the Planning Commission and staff on this item, including: (1) the timing of the two shifts and what allowances that gives for the business to have more than 12 children in any given day, granted they stick to the rule of no more than 12 children at one time; (2) clarification on observation times, and suggestions that the range be expanded to ensure the early morning drop off times are observed; (3) status of any homeowner association complaints with the Town; (4) status of any meetings between the applicant and the homeowners association to clear up any violations of the HOA; (5) HOA guidelines and limitations and their relationship to what should/could be conditioned in the special exception--specifically as it relates to the closing time of the business at 11 p.m.

Commissioner Donahue requested that Mr. Mark Byrd, President of the Four Seasons Recreation Association, provide comments on any progress between the HOA and the applicant. Mr. Byrd provided comments to the Planning Commission.

Commissioner Kim requested that Mr. Harold Boosahda (1406 Winterland Court, Herndon), a neighboring property owner, provided comments on the conditions and timing of traffic issues. Mr. Boosahda provided brief comments on traffic conditions in the cul-de-sac.

Comments between the Planning Commission and staff continued and included the following; (1) Explanation of current street conditions including street width, curb and cutter placement, and one versus two-way traffic on Winterland Court; (2) Clarification on the preferred traffic pattern for drop off as it relates to pulling into driveway versus pulling up to the curb to drop off children.

b. ZONING ORDINANCE TEXT AMENDMENT – ZOTA #25-03, to amend Chapter 78 (ZONING), Article IV (Business Districts), by amending Section 78-40.4, O&LI – Office and Light Industrial District; and amending Article VII (Use Regulations), by amending Section 78-70.2, Table of permitted and allowed uses, and Section 78-71.18, Warehousing use category, to update regulations related to the Electronic Warehousing use type.

Chair Romeo opened the work session and called on Mr. Stromberg for the staff report.

Mr. Stromberg delivered the staff report and presentation dated March 10, 2025, which are on file with the Department of Community Development. Mr. Stromberg stated this is a proposal to amend Chapter 78 (ZONING), Article IV (Business Districts), by amending Section 78-40.4, O&LI – Office and Light Industrial District; and amending Article VII (Use Regulations), by amending Section 78-70.2, Table of permitted and allowed uses, and Section 78-71.18, Warehousing use category,

to update regulations related to the Electronic Warehousing use type. Staff supports the Planning Commission recommend approval of the draft ordinance to the Town Council.

There was a discussion among the Planning Commissioners and staff on this item, including (1) the reason for the timing of this particular text amendment; (2) staff considerations to add in performance standards and other requirements with this ZOTA; (3) locations of existing electronic warehousing or data centers within the Town currently; and (4) clarification on any language that may be present surrounding electronic warehousing in the Comprehensive Plan.

3. Comments

a. Comments from the Staff Members

Ms. Gilleran provided the Planning Commission with an update on developments in the TRG including the old Airline Pilots Association and 555 Herndon Parkway. There was also an update provided on the status of the Fairbrook development.

b. Comments from the Commissioners

Chair Romeo inquired about the status and timeframe for identifying and appointing a new Planning Commission member. Staff advised of the process.

4. Adjournment

There being no further business, and without objection, the March 10, 2025, Planning Commission work session adjourned at 8:02 p.m.