EXHIBIT A

TOWN OF

RECEIVED ON TUP 26-007

JUL 09 2026

DEPARTMENT OF COMMUNITY DEVELOPMENT

Department of Community Development

APPLICATION FORM

www.herndon-va.gov

Temporary Use Site Plan
(Temporary Use Permit)

Instructions: *Complete this form and submit to communitydevelopment@herndon-va.gov. Typed signatures will be accepted. Please see the reverse side for application submission requirements.*
***Not all temporary uses require a permit, please see § 78-90.1 of the Herndon Town Code.*

The undersigned hereby applies for a Temporary Use Permit under the provisions of § 78-90.3 and § 78-90.4 of the Herndon Town Code. The undersigned certifies that all information in this application is true, complete and correct and that the requirements of this application have been read and are understood.

Business/Organization Information

Name of Business or Organization: Jimmy's Old Town Tavern

Street Address of Subject Property: 697 Spring St. Herndon VA 20170

Describe the Requested Activity
(include dates, hours of daily operation):
**Additional information can be provided as an addendum to this application if necessary*
NFL Tailgate Fundraiser - Outdoor Dining - 10/4/2026 - 8am - 10 pm

Lot Area Proposed for Temporary Use: Former Robert's Carpet Parking Lot

Are any site alterations or any alterations to the building's exterior or interior planned or underway in connection with this use (or were any alterations done)? ☐ **No** ☐ **Yes, please describe below:**

Applicant Information

Applicant Name and Title/Role: Jimmy Cirrito - Owner

Address of Residence: 9254 Matthew Drive Manassas Park VA 20111

Phone: 703-470-4014 **Email:** Jimcirrito@aol.com

Signature of Applicant: James C Cirrito **Date:** 7/6/26

Intake Notes—Office Use Only

Application Received By:	Date:	Fee Paid:
Case Number:	Zoning District:	Tax Map Number:

Authorization of Site Improvements/Proposal by Zoning Administrator

☒ APPROVED ☐ DENIED	**Name of Approver:** FERMINA ROCHAC
DATE:	**Signed:** FRochac 09/02/2026

Comments: MUST Apply for building permit for event tent. Must obtain approved PERMIT FOR AMPLIFIED SOUND.

Authorization of Site Improvements/Proposal by Zoning Administrator

This Permit is valid starting on _____ **and ending** _____.

Name of Zoning Inspector:

Zoning Inspector Signature:

APPLICATION REQUIREMENTS

To be Submitted with this Application

- [x] A letter signed by the owner or owner's agent consenting to the application for the Temporary Use Permit
- [N/A] A statement from the landowner(s) authorizing an agent to act on their behalf (if applicable)
- [x] A Site Plan prepared in accordance with § 78-155.6(4) and showing the area of proposed activity with signage, display areas, illumination, vehicular entrances to the site (location, type and size), parking area associated with the temporary use (location, layout, and surface material)
- [x] The detailed description of the proposed temporary activity requested above should include an analysis of any noise that may not comply with the noise provisions in the Herndon Town Code
- [x] Sample signage to be used
- [ ] Application fee in accordance with the fee schedule on our forms and fees page or TABLE 78-152.2(b)(3): FEES FOR DEVELOPMENT APPLICATIONS in the Town Code.
- [N/A] If a pre-application conference took place, a statement indicating the date and time a pre-application conference was held with the Town, as well as a list of participants in the conference
- [N/A] A list of proposed vendors to include security firms, food trucks, portable toilet providers, or any other vendors that will be onsite during the event

July 6, 2026

Zoning Department

Town of Herndon

777 Lynn Street
Herndon VA 20170-0427

Re: Temporary Use Permit for the Extension of Retail Sales, Sunday, October 4, 2026.

Dear Town of Herndon,

This letter serves as a Request/Application for permission for Jimmy's Old Town Tavern, 697 Spring Street, to have the Town of Herndon issue a Temporary Use Permit for the Extension of Outdoor Retail Sales per The Town of Herndon Zoning Ordinance, Division 3. Temporary Uses; Sec.78-1392 Item (3) and Sec. 78-1395 Item (3) Outdoor Retail Sales Events & Sec. 78-1395 Item (4). Additional Permits for Temporary Use inclusive of Sunday, October 4, 2026 from 8 AM to 10:00 PM.

Enclosed please find the following:

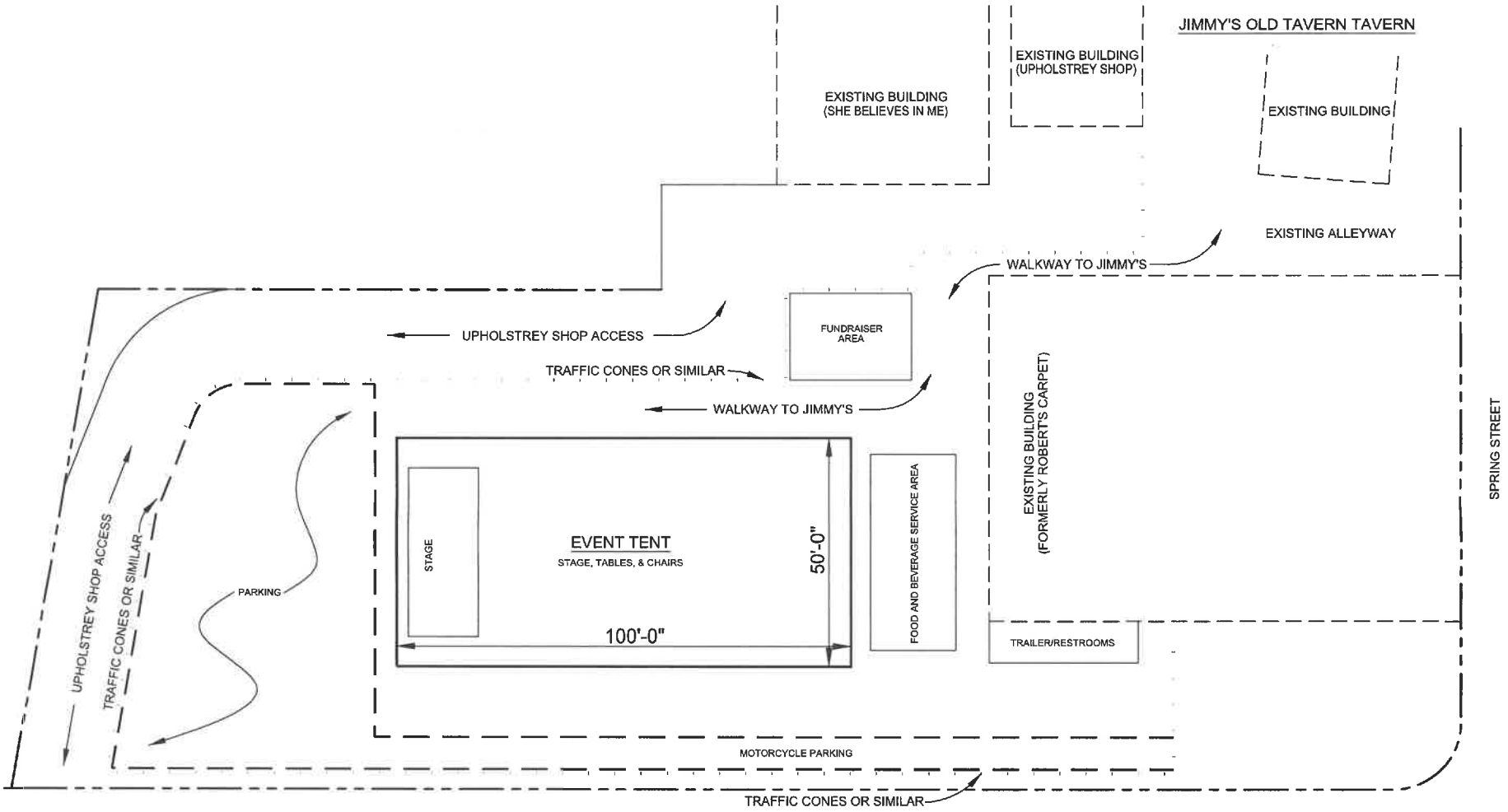
- Drawing of the proposed area
- Letter to the ABC Board of Virginia requesting an extension of license privileges.

If you have any questions, please contact me at 703-470-4014.

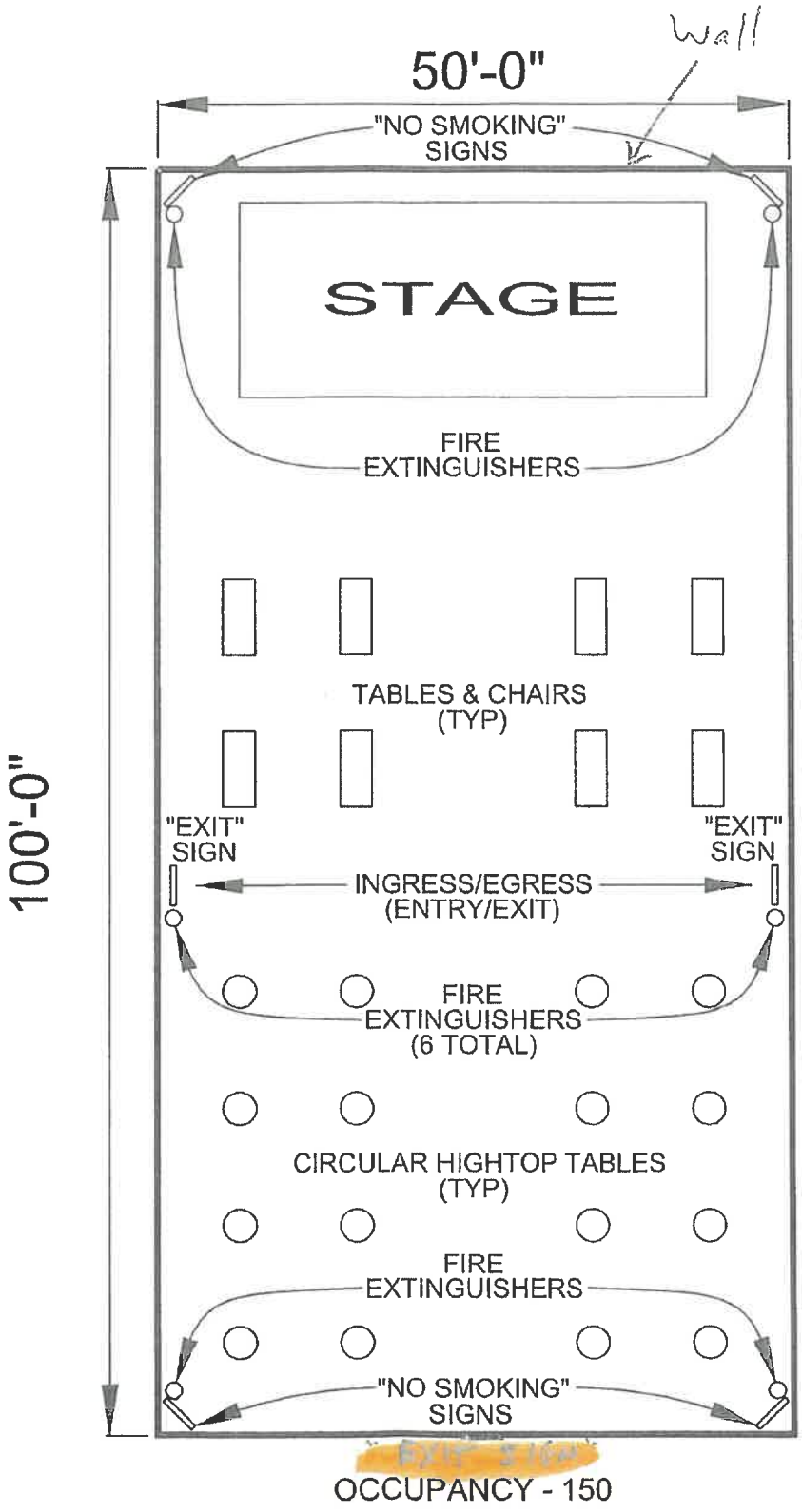
Sincerely,

James C. Cirrito

James C. Cirrito
Owner
Jimmy's Old Town Tavern



JIMMY'S OLD TOWN TAVERN MEMORIAL DAY SITE PLAN LAYOUT



EVENT TENT INTERIOR LAYOUT

NO ALCOHOL PAST THIS POINT

July 6, 2026 CUP1

Special Agent, Kenneth Chang
Bureau of Law Enforcement
Commonwealth of Virginia
Department of Alcoholic Beverage Control
Alexandria Regional Office
6308 Grovedale Drive
Alexandria VA 22310

Re: Request for Extension of License Privileges for outdoor Event, Sunday, October 4, 2026.

Dear Special Agent Kenneth Chang:

This letter serves as a Request for Permission for JOTT, Inc., trading as Jimmy's Old Town Tavern, License 75822, to extend its license privileges to the alleyway, et al, shown on the enclosed sketch for the following date and time span:

Sunday, October 4, 2026, from 8 AM to 10:00 PM.

Enclosed please find the following:

- Drawing of the proposed area.
- Application to the Town of Herndon for this event.

JOTT, Inc. will be the only vendor. The license is obligated to ensure full compliance with the ABC laws and all other laws and regulations and is cognizant of criminal action that could be taken toward those involved and administrative action taken toward the license held by JOTT, Inc.

If you have any questions, please contact me at 703-470-4014.

Sincerely,

James C. Cirrito

James Cirrito
Owner
Jimmy's Old Town Tavern

JIMMY'S
Old Town Tavern

July 6, 2026

Town of Herndon
Dept. of Community Development
777 Lynn Street
Herndon VA 20170

Re: Temporary Use Permit for the Extension of Retail Sales for Outdoor Event, October 4, 2026.

Dear TOH:

Relative to your request, I hereby give my permission for my business neighbor, Jimmy's Old Town Tavern, to provide an outdoor event on October 4, 2026. The location shall be in the parking area behind and adjoining our businesses. The purpose of this event is to provide and sell food and beverages as an extension of the existing retail business known as Jimmy's Old Town Tavern.

Sincerely,

Khurram Afzal, Owner
681 Spring Street
Herndon, VA 20170

Date: 09-01-2026

Printable page

MAP #: 0162 02 0086A
JMK 12 LLC

695 SPRING ST

Owner

Name	JMK 12 LLC,
Mailing Address	697 SPRING ST HERNDON VA 20170
Book	27812
Page	1619

Parcel

Property Location	695 SPRING ST HERNDON VA 20170 5125
Map #	0162 02 0086A
Tax District	HT000
District Name	DRANESVILLE TOWN OF HERNDON TRANSPORT
Land Use Code	Specialty Center
Land Area (acreage)	
Land Area (SQFT)	6,583
Zoning Description	CC(Central Comm District)
Utilities	WATER CONNECTED SEWER CONNECTED GAS NOT AVAILABLE
County Inventory of Historic Sites	YES
County Historic Overlay District	NO For further information about the Fairfax County Historic Overlay Districts, CLICK HERE For properties within the towns of Herndon, Vienna or Clifton please contact the town to determine if the property is within a town historic district.
Street/Road	PAVED
Site Description	COMMERCIAL RANK #1

Stub Number

411749026

Legal Description

Legal Description	SPRING STREET ELDEN SPRING STS LT 86A

Last Refresh

Date

Data last refreshed: July 08, 2026

General Information

Need Help?

For questions and requests for information about the Real Estate site, call 703-222-8234 or CLICK HERE

Disclaimer/Privacy Policy

Under Virginia State law these records are public information. Display of this information on the Internet is specifically authorized by Va. Code 58.1-3122.2 (1998). See the Virginia State Code to read the pertinent enabling statute.

If you believe any data provided is inaccurate or if you have any comments about this site, we would like to hear from you. Owner names will be withheld from the Internet record upon request. Comments or requests may be made via e-mail to the Real Estate Division at Real Estate Division or by phone at (703) 222-8234.

While Fairfax County has attempted to ensure that the data contained in this file is accurate and reflects the property's characteristics, Fairfax County makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this data. Fairfax County does not assume any liability associated with the use or misuse of this data.

Source: Fairfax County Department
of Tax Administration, Real Estate Division.

From: Online Payments <noreply@tylerportico.com>
Sent: Monday, August 24, 2026 4:47 PM
To: Community Development
Subject: Town of Herndon Payment Confirmation

⚠ TOWN OF HERNDON I.T. DEPT. CAUTION
This is an EXTERNAL EMAIL Do NOT click links or open attachments unless you trust the sender. Do NOT reply to unknown or unexpected senders.

Town of Herndon payment confirmation

A payment has been made for COMMUNITY DEVELOPMENT - APPLICATION FEES

Confirmation #: TYLX110010990 **08/24/2026**

Transaction processing fee $0.00

Description	Amount
COMMUNITY DEVELOPMENT - APPLICATION FEES	**$50.00**

Form Name	COMMUNITY DEVELOPMENT - APPLICATION FEES
Email Address	jimcirrito@aol.com

TOWN OF Herndon

Permit for Amplified Sound

Pursuant to section 26-228 of the Town of Herndon Code, the town manager is authorized to issue, deny, or reasonably to condition the permit under this chapter to achieve the policies of this article. The town manager in this regard will be guided by the applicable standards of section 26-219 of this Code.

Amplified sounds are prohibited between the hours of 10 p.m. and 7 a.m.

APPLICANT INFORMATION

Name: Jimmy's Old Town Tavern

Mailing Address: 697 Spring St

City: Herndon State: VA Zip: 20170

Legal Business Name: JOTT INC

Business Address: 697 Spring St

City: Herndon State: VA Zip: 20170

Phone Number: (703) 470-4014 ☒ Cell ☐ Home ☐ Work

Email:

Address or location where sound amplifying equipment will be used:
Behind 681 Spring St in the parking lot

Date(s): Oct 4, 2026 **Hour(s):** 8am to 10pm

Please provide a general description of sound amplifying equipment to be used.
TV sound amplified during football games, music during commercials.

By signing this form, I acknowledge this is a request to utilize amplified sound at the above listed location and consent to a site inspection by the Herndon Police Department to review any Sound Producing Equipment as part of this request. I understand that the Herndon Police Department enforces Town Codes as it relates to Noise in Town. I further understand that the Police Department may, at any time, cancel this permit if any complaints are received regarding unreasonably loud noise in the town of such character, intensity, and duration as to be detrimental to the life or health of any individual pursuant to Town Code Section 26-219. Upon cancellation of the permit, I understand that I must cease all amplified sound immediately. I further acknowledge that failure to adhere to Town Code and Ordinances pertaining to Noise may result in civil and/or criminal charges pursuant to Town Code Section 26-220.

Applicant Signature James C. Cirrito Date 08/24/2026

Print Name James C. Cirrito

Title/Position (if applicable) Owner

****

TOWN USE ONLY

◉ Approved with the following conditions:

- Permit is valid for dates/times listed only.
- Applicant agrees to reduce the volume if advised of a complaint.

○ Denied for the following reason(s):

Town Manager Signature 

Date 9/2/26