Planning Commission Work Session
Agenda Item 2.a.

Agenda Item: **Application for a Special Exception, SE #26-02, 1001 Jeff Ryan Drive, to consider a special exception to permit a home-based child daycare use within the R-10, Residential single-family district**

Meeting Date: April 13, 2026

Category: Public Hearings

Prepared by: Fadrique Iglesias, Community Planner, David Stromberg, Zoning Administrator

Description:
The application is to consider a special exception to permit a home-based child daycare use within the R-10, Residential single-family district. The proposed use will increase the maximum number of children enrolled per day from 7 to 12. The property is zoned R-10, Residential single-family district. The property is designated in the Herndon 2030 Comprehensive Plan as "Neighborhood Conservation." The 21,625 square-foot lot is located on the northwest corner of Herndon Parkway and Sterling Road.

Background/Timing Impact:
The applicant applied for and received approval of a Zoning Inspection Permit (ZIP #25-058) to operate a home-based childcare use with a maximum enrollment of seven children at the subject property. ZIP #25-058 was issued on December 11, 2025. The daycare currently operates between the hours of 7:00 a.m. and 6:00 p.m., which complies with the standard allowances under Sec. 78-80.5(b), Home-Based Business, Childcare or Daycare, and may be approved administratively by Town staff. An increase in enrollment to a maximum of 12 children requires the approval of a special exception. Special exception applications are subject to review and recommendation by the Planning Commission, with final action taken by the Town Council. Prior to the Planning Commission’s consideration of this application, the Town had not received any complaints related to the daycare operation at this address.

The Four Seasons community is designated as “Neighborhood Conservation” in the Herndon 2030 Comprehensive Plan. The designation underscores the town's commitment to preserving and maintaining the character and quality of existing residential areas, while supporting accessory uses associated with residential neighborhoods such as home-based businesses and permitted accessory dwelling units.

Fiscal Impact:

N/A

Legal Impact:
The zoning ordinance allows a home-based daycare for up to 12 children enrolled with the granting of a special exception permit by the town council, in accordance with Sec. 78-80.5.

Staff Recommendation/Next Steps:
Staff recommends that the Planning Commission approve the Special Exception with conditions. Several home-based daycares have been operating nearby since 2010 without negative impacts on the surrounding neighborhood. The expansion of the number of children is minor enough to not generate negative impacts.

The following alternatives are available to the Planning Commission for its decision on SE #26-02 at its regular meeting:

1. Recommendation for approval.
2. Recommendation for denial. The daycare continues its operations with seven children as a by-right use.
3. Continuance of the application to the next regular meeting.

Attachments:
1. Staff Report SE#26-02
2. Draft Resolution (Proposed)
3. Floor plan
4. Presentation