Planning Commission Work Session
Agenda Item 2.d.

Agenda Item: **Zoning Ordinance Text Amendment ZOTA #26-02 to amend Chapter 78 (ZONING) Section 78-80.4 (Standards for Specific Accessory Uses and Structures by Use Type), and amending Article XVIII (Definitions) to update the provisions regarding caretaker and security guard residences and to add a definition of caretaker and security residence**

Meeting Date: April 13, 2026

Category: Public Hearings

Prepared by: David Stromberg, Zoning Administrator

Description:
This Zoning Ordinance Text Amendment (ZOTA) was submitted by Wire/Gill (Agent) on behalf of Extra Space Storage (Applicant). The Herndon Zoning Ordinance currently allows a caretaker or security residence as an accessory use in the CS, Commercial Service, O&LI, Office and Light Industrial, and some planned development zoning districts. Caretaker residences are limited to one residence per principal use, they must be located on the same premises as the principal use, the architectural style must be consistent with the architectural style of the principal use, and they must not exceed 1,000 square feet.

In their statement of justification, the applicant states that the modern market size for caretaker residences accessory to self-storage facilities is greater than 1,000 square feet to allow for a second bedroom and second bathroom. The applicant has proposed language to allow a caretaker residence greater than 1,000 square feet with the approval of a special exception.

Staff is proposing alternative language that would increase the allowable area for caretaker units from 1,000 square feet to 1,400 square feet. Staff is not recommending special exception review with the increase from 1,000 square feet to 1,400 square feet. When considering the size of principal uses that will have a caretaker residence are typically between 60,000 to 100,000 square feet, the increase to the size of a caretaker unit is a De Minimis issue. Surrounding localities do not regulate the size of caretaker units.

Background/Timing Impact:
The applicant submitted this zoning ordinance text amendment application on February 12, 2026. This application is associated with Special Exception SE #25-02 to expand an existing self-service storage facility located at 250 Spring Street. This zoning

ordinance text amendment must be approved prior to SE #25-02.

Fiscal Impact:
N/A

Legal Impact:
If adopted by the Town Council, this amendment will be effective on and after its date of adoption.

Staff Recommendation/Next Steps:
Recommend approval of the staff proposed language.

Attachments:
1. Applicant's Statement of Justification
2. Applicant's Proposed Language
3. ZOTA #26-02 Draft Ordinance