TOWN OF Herndon VIRGINIA

HERNDON PLANNING COMMISSION
Regular Meeting Minutes
Monday, June 22, 2026

1. Call to Order

Chair Romeo called the Planning Commission Regular Meeting to order on Monday, June 22, 2026, at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon. In attendance were: Commissioners Andrew Beatty; Yung C. Kim; Stephen Mundt; Samuel F. Richardson II; Vice Chair Meron Yohannes; and Chair Michael G. Romeo.

Commissioner Brenda Wichman was absent.

Staff present during the meeting: Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; David Stromberg, Zoning Administrator; Aaron Zoellick, Zoning Services Specialist; and Becky Skillin, Deputy Town Clerk. Chair Romeo determined there was a quorum with six members present.

2. Approval of Minutes

Commissioner Mundt moved the following sets of minutes for approval, as presented:

- May 4, 2026, Planning Commission Work Session Minutes; and
- May 18, 2026, Planning Commission Regular Meeting Minutes

Commissioner Beatty seconded the motion. The question was called on the motion, which carried by a 6-0 roll call vote.

The vote was: Commissioners Beatty, Kim, Mundt, Richardson, Vice Chair Yohannes, and Chair Romeo voting "Aye." Commissioner Wichman was absent.

3. Comments

a. Comments from the Staff Members

Lisa Gilleran, Director of Community Development, stated that an upcoming joint session between Town Council and the Planning Commission was scheduled for July 8, 2026, to discuss updates to the Comprehensive Plan. She also noted that

two Early Action Plan Committees, the Downtown District and Metro District, were meeting on June 24, 2026.

b. Comments from the Commissioners

There were no comments from Commissioners.

c. Comments from the Public

There were no comments from the public.

4. <u>Public Hearings</u>

a. SPECIAL EXCEPTION – SE #26-03, 310 Missouri Avenue, to consider a special exception to permit a home-based daycare use within the R-10, Residential Single-Family District

Certificates of Publication from the Editor of the *Fairfax County Times* newspaper were filed, showing that notice of the following public hearing item was duly advertised in the Friday, June 5, and June 12, 2026 issues.

Chair Romeo opened the public hearing and recognized Aaron Zoellick, Zoning Services Specialist, for the staff report. Mr. Zoellick reviewed the special exception application to permit a home-based daycare use at 310 Missouri Avenue within the R-10, Residential Single-Family District. The application proposed increasing the permitted number of children from seven to 12 and extending the operating hours until 10:00 p.m.

Mr. Zoellick stated that the applicant would need to hire an additional employee at full enrollment and that the permit allowed one nonresident employee. He reviewed the outdoor play area and the portion of the residence dedicated to the home-based business. He also reviewed traffic conditions on Missouri Avenue between Stuart Court and Mississippi Drive and stated that, based on the traffic engineer's analysis, the additional traffic generated at maximum enrollment would remain consistent with the characteristics of Missouri Avenue.

Mr. Zoellick stated that staff had reviewed the application under the criteria in Section 78-155.3(e)(1) and determined that the proposed use, subject to the recommended conditions, would not adversely affect adjacent properties. Staff recommended that the Planning Commission recommend approval of SE #26-03 to the Town Council, subject to the proposed conditions.

The Commission and staff discussed the daycare's operation history. Mr. Zoellick stated that the daycare had operated at the address since 2025.

Chair Romeo invited the applicant or the applicant's agent to speak.

Barbara Lopez Otero, 310 Missouri Avenue, Herndon, applicant, stated that she agreed with the staff report and recommended conditions.

Chair Romeo invited comments from the audience. Seeing none, Chair Romeo closed the public hearing and moved to Commission level discussion and action.

Vice Chair Yohannes moved to recommend approval of SE #26-03, 310 Missouri Avenue, an application to permit a home-based daycare use, subject to the conditions presented. Commissioner Richardson seconded the motion.

There was discussion on the motion regarding:

1. Concerns submitted to the Planning Commission about public safety in the surrounding neighborhood. Mr. Zoellick stated that concerns regarding suspected criminal activity or specific individuals should be reported to the Herndon Police Department.

2. The number of daycare uses operating near the property. Mr. Zoellick stated that five home-based daycares operating under zoning inspection permits and seven commercial daycares were located within approximately one mile of the property.

3. The differences between the Commonwealth of Virginia and Town of Herndon regulations applicable to home-based child daycare uses.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Commissioners Beatty, Kim, Mundt, and Richardson, Vice Chair Yohannes, and Chair Romeo voting “Aye.” Commissioner Wichman was absent.

b. SPECIAL EXCEPTION – SE #26-04, 865 3rd Street, to consider a special exception to permit a home-based business use within the R-15, Residential Single-Family District

Certificates of Publication from the Editor of the *Fairfax County Times* newspaper were filed, showing that notice of the following public hearing item was duly advertised in the Friday, June 5, 2026 and June 12, 2026 issues.

Chair Romeo opened the public hearing and recognized Aaron Zoellick, Zoning Services Specialist, for the staff report. Mr. Zoellick reviewed the application for a special exception to permit a home-based instructional program for robotics and coding at 865 3rd Street. He stated that the property was located in the R-15, Residential Single-Family District and was designated Neighborhood Conservation in the 2030 Comprehensive Plan.

Mr. Zoellick stated that the applicant currently provided robotics and coding instruction to her children and several classmates and proposed expanding the

program to serve up to 10 children per session. During the school year, lessons will be offered on one weekday and on weekends. During the summer, the applicant proposed a five-day instructional program from 9:00 a.m. to 4:00 p.m. Mr. Zoellick explained that the special exception was required to permit more than three children at the property, more than four arrivals by nonresident employees or customers within a 24-hour period, and summer lessons exceeding the two-consecutive-hour daily limit.

Mr. Zoellick reviewed proposed Condition 2(e), which had been revised following discussion at the June 8, 2026, Planning Commission work session. He stated that the condition distinguished between school-year and summer operations and provided scheduling flexibility while limiting the number and duration of lessons to maintain the residential character of the R-15 district. Staff recommended that the Planning Commission recommend approval of SE #26-04 to the Town Council, subject to the proposed conditions.

The Commission and staff discussed:

1. The distinction between the school-year and summer schedules established in proposed Condition 2(e).

2. Emergency egress from the basement instructional area. Staff stated that the basement had a walkout entrance and stairs leading to the upper levels of the residence.

Chair Romeo invited the applicant or the applicant's agent to speak.

Ekaterina Mansouri, applicant, indicated that she had no additional comments.

Chair Romeo invited comments from the audience. Seeing no comments, Chair Romeo closed the public hearing and moved to Commission-level discussion and action.

Vice Chair Yohannes moved to recommend approval of SE #26-04, 865 3rd Street, an application to permit a home-based business not consistent with the standards set forth in Section 78-80.5, Standards for Home-Based Businesses as Accessory Uses, subject to the conditions presented. Commissioner Mundt seconded the motion.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Commissioners Beatty, Kim, Mundt, and Richardson, Vice Chair Yohannes, and Chair Romeo voting "Aye." Commissioner Wichman was absent.

5. Adjournment

There being no further business, and without objection, Chair Romeo adjourned the June 22, 2026, Planning Commission Regular Meeting at 7:23 p.m.

Becky Skillin
Deputy Town Clerk

Minutes approved by the Planning Commission: **September 28, 2026**

[Note: Approved resolutions are on file in the Department of Community Development.]