TOWN OF Herndon VIRGINIA

HERNDON PLANNING COMMISSION
Regular Meeting Minutes
Monday, March 23, 2026

1. Call to Order

Vice Chair Yohannes called the Planning Commission Regular Meeting to order on Monday, March 23, 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; Brenda Wichman; Vice Chair Meron Yohannes; and Chair Michael G. Romeo [arrived at 7:13 p.m.].

Vice Chair Yohannes stated that Chair Romeo was on his way and she would chair the meeting until his arrival.

Staff present during the meeting: Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; Bryce Perry, Deputy Director of Community Development; David Stromberg, Zoning Administrator; Fadrique Iglesias, Community Planner; Mike Shindledecker, Transportation Engineer; Benjamin Schitter, Development Program Planner; and Margie Tacci, Deputy Town Clerk.

Vice Chair Yohannes determined there was a quorum with six members present, Chair Romeo having not yet arrived.

2. Approval of Minutes

a. February 23, 2026, Planning Commission Regular Meeting Minutes

b. March 9, 2026, Planning Commission Work Session Minutes

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

- February 23, 2026, Planning Commission Regular Meeting Minutes
- March 9, 2026, Planning Commission Work Session Minutes.

Commissioner Beatty seconded the motion. The question was called on the motion, which carried by a 5-0 roll call vote. The vote was: Commissioners Beatty, Mundt, Richardson, Wichman and Vice Chair Yohannes. Commissioner Kim abstained from the vote and Chair Romeo was absent.

3. Comments

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a. Comments from the Staff Members

There were no comments from the staff.

b. Comments from the Commissioners

There were no comments from the Commission.

c. Comments from the Public

There were no comments from the public.

4. Public Hearings

a. Development Plan – DP #24-01, 575 Herndon Parkway, to consider a development plan in the PD-TOC, Planned Development-Transit Oriented Core Zoning District with proffered conditions to allow the redevelopment of the site with commercial and multi-family residential uses

Certificates of Publication from the Editor of the Fairfax County Times Newspapers were filed, showing that notices of the following public hearing items were duly advertised in the March 6, and March 13, 2026, issues.

Vice Chair Yohannes opened the public hearing and recognized Bryce Perry, Deputy Director of Community Development, for the staff report. Mr. Perry reviewed the proposed development plan application to redevelop the property located at 575 Herndon Parkway in the Herndon Transit-Oriented Core (HTOC). The request includes a mixed-use building with multifamily residential and ground-floor commercial uses, along with six modifications related to streetscape, frontage, pedestrian access, parking, and loading. Staff has no objections to the requested modifications. The application also includes 36 proffered conditions volunteered by the applicant to address impacts of the development. Mr. Perry highlighted several updates included in the staff report and stated that staff recommends approval of the application with the stated conditions.

[Note: Chair Romeo arrived at 7:13 p.m. and assumed the Chair of the meeting.]

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

Lauri Greenleaf, representing Bristol Herndon Parkway, LLC, provided comments on the application and described the proposed development, including the promenade, open space, and proffers. She stated that, following review by the Planning Commission and Town Council, the applicant anticipates beginning the project in the near future.

There was discussion between the Planning Commission, staff, and the applicant on the following:

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1. Project timeline, including anticipated site plan approval, construction start, and overall duration.

2. Construction approach, including single-phase development and sequencing of building components.

3. Methods to keep the public informed during construction, including Town communication channels and potential applicant-provided updates.

4. Design and function of the proposed promenade as a pedestrian-oriented public space.

5. Refinement of proffers, including substantial conformance language.

6. Relationship of the project to adjacent development and overall land use mix within the HTOC.

There were no comments from the public. Chair Romeo closed the public hearing and moved to Commission level for discussion and action.

Vice Chair Yohannes moved to approve Development Plan – DP #24-01, 575 Herndon Parkway, to consider a development plan in the PD-TOC, Planned Development-Transit Oriented Core Zoning District with proffered conditions to allow the redevelopment of the site with commercial and multi-family residential uses to the Town Council, as presented. Chair Romeo seconded the motion.

There were comments from the Commission.

The question was called on the motion, which carried by a unanimous roll call vote. The vote was: Commissioners Beatty, Kim, Mundt, Richardson, Wichman, Vice Chair Yohannes and Chair Romeo.

b. Application for a Special Exception – SE #26-01, 1020 Elden Street, Suite 205, to consider a special exception to permit a personal services use consisting of hair services, within the Commercial Office (CO) Zoning District

Certificates of Publication from the Editor of the Fairfax County Times Newspapers were filed, showing that notices of the following public hearing items were duly advertised in the March 6 and March 13, 2026, issues.

Chair Romeo opened the public hearing and recognized Fadrique Iglesias, Community Planner, for the staff report. Mr. Iglesias reviewed the application for a special exception to permit a personal services use (hair salon) in the Commercial Office (CO) zoning district. He discussed the proposed use, zoning and Comprehensive Plan designation, number of employees, and hours of operation,

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and noted that similar special exceptions have been approved in this office park in recent years. Mr. Iglesias clarified that the zoning ordinance permits personal service uses, including hair and similar services, through the special exception process. Staff recommends approval of the application with the conditions presented.

There was discussion between the Planning Commission and staff on the following:

1. Frequency of similar special exception approvals within the office park.
2. Whether personal service uses should continue to require special exception approval or be permitted by right through future zoning text amendments.
3. General appropriateness of the use within the Commercial Office (CO) zoning district.

There were no comments from the public or applicant. Chair Romeo closed the public hearing and moved to Commission level for discussion and action.

Commissioner Richardson moved to approve Application for a Special Exception – SE #26-01 with conditions, 1020 Elden Street, Suite 205, to consider a special exception to permit a personal services use consisting of hair services, within the Commercial Office (CO) Zoning District to the Town Council, as presented. Commissioner Mundt seconded the motion, which carried by a unanimous roll call vote. The vote was: Commissioners Beatty, Kim, Mundt, Richardson, Wichman, Vice Chair Yohannes and Chair Romeo.

c. Zoning Ordinance Text Amendment – ZOTA #25-06, to amend Chapter 78 (ZONING), ART. VI (Overlay Districts), and Article XVIII (Definitions), to update sections for conformance with the Virginia Administrative Code regarding changes to the Chesapeake Bay Preservation Act

Certificates of Publication from the Editor of the Fairfax County Times Newspapers were filed, showing that notices of the following public hearing items were duly advertised in the March 6 and March 13, 2026, issues.

Chair Romeo opened the public hearing and recognized David Stromberg, Zoning Administrator, for the staff report. Mr. Stromberg stated that the proposed text amendment will update sections of the zoning ordinance to conform with the Code of Virginia and reviewed the proposed updates, including requirements for resiliency assessments within the Resource Protection Area (RPA), additional tree preservation standards, adaptation measures for development impacts, and updates to applicable definitions. Staff recommends approval of the proposed resolution to the Town Council.

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There was discussion between the Planning Commission and staff on the following:

1. Requirements and application of resiliency assessments within the RPA.

2. Use of external data sources and model ordinances in developing the amendment.

3. Applicability of the regulations to existing properties versus new development.

4. Potential impacts of the requirements on development and implementation.

5. Clarification of technical terminology, including tree measurement standards and definitions.

There were no comments from the public. Chair Romeo closed the public hearing and moved to Commission level for discussion and action.

Commissioner Mundt moved to approve Zoning Ordinance Text Amendment – ZOTA #25-06, to amend Chapter 78 (ZONING), ART. VI (Overlay Districts), and Article XVIII (Definitions), to update sections for conformance with the Virginia Administrative Code regarding changes to the Chesapeake Bay Preservation Act to the Town Council, as presented. Commissioner Richardson seconded the motion, which carried by a unanimous roll call vote. The vote was: Commissioners Beatty, Kim, Mundt, Richardson, Wichman, Vice Chair Yohannes and Chair Romeo.

5. Old Business

a. Resolution to Recommend Adoption of the Town of Herndon Roadway Safety Action Plan

Chair Romeo recognized Mike Shindledecker, Transportation Engineer, who presented the staff report. Mr. Shindledecker reviewed the Roadway Safety Action Plan (RSAP) process, including the Town's participation in the Safe Streets and Roads for All (SS4A) Program and prior Council authorization under Resolution 24-G-17. He noted that the Town processed a grant agreement with the Federal Highway Administration.

Mr. Shindledecker stated that the RSAP was developed with consultant support and included targeted public outreach, listening sessions, and coordination with regional partners. He explained that the plan supports the USDOT Safe System Approach and incorporates feedback from the Planning Commission, Town Council, advisory committees, and the public. Updates include improved clarity,

refined graphics, advancement of certain countermeasures, and additional strategies addressing emerging mobility devices and pedestrian safety.

Mr. Shindledecker stated that the RSAP establishes a formal path toward achieving the goal of zero traffic deaths or serious injuries within 12 years. Adoption does not obligate Town funds, though implementation may result in future capital and programmatic costs. Staff anticipates submitting a grant application in Spring 2026, which may obligate funds pending award. Staff recommends approval of the proposed resolution, as presented.

There was discussion among staff and the Commission on the RSAP, including:

1. Regulation and appropriate use of emerging mobility devices, including speed and location.

2. How location-specific concerns are reflected in the plan versus addressed at a broader level.

3. Prioritization and timing of safety improvements.

4. Pedestrian behavior, including crossings outside designated crosswalks.

5. Coordination between RSAP recommendations and other Town initiatives.

Vice Chair Yohannes moved to approve the Resolution to Recommend Adoption of the Town of Herndon Roadway Safety Action Plan, as presented. Motion seconded by Commissioner Mundt, which carried by a unanimous roll call vote. The vote was: Commissioners Beatty, Kim, Mundt, Richardson, Wichman, Vice Chair Yohannes and Chair Romeo.

6. Adjournment

There being no further business, and without objection, Chair Romeo adjourned the March 23, 2026, Planning Commission Regular Meeting at 8:28 p.m.

Amanda Kertz
Town Clerk
Minutes approved by the Planning Commission: _____

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

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