

**TOWN OF HERNDON, VIRGINIA
PUBLIC HEARING AGENDA
HERNDON COUNCIL CHAMBERS BUILDING *
765 LYNN STREET
March 23, 2021
7:00 PM**

* The meeting is being held electronically pursuant to Virginia Code Section 2.2-3708.2, as amended; the Governor's Executive Orders, as amended; and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments. Individuals are encouraged to submit written comments for the record to town.clerk@herndon-va.gov

CALL TO ORDER

1. Roll Call & Determination of Quorum

APPROVAL OF MINUTES

February 2, 2021 Town Council Strategic Initiatives Discussion Draft Minutes

COMMENTS

2. Pandemic Update (Town Manager)
3. Council Initiatives Update (Town Manager)
4. Comments from the Town Manager
5. Comments from the Town Council
6. Comments from the Audience

PUBLIC HEARINGS

7. Resolution 21-G-33, to consider Special Exception, SE #20-05, 385 Spring Street, Security Public Storage, to permit the addition of four moving trucks for rent accessory to a self-service storage facility
8. Ordinance 21-O-05, to amend Chapter 78 (ZONING), Article IV (Business Districts), Section 78-40.2 (CS – Commercial Services District), to reduce the minimum front setback requirement in the CS zoning district

9. Resolution 21-G-32, to consider special exception, SE #20-01, 1131 Elden Street, Pollo Campero, to permit drive-through service accessory to an eating establishment in a CS, Commercial Services, zoning district

CONSENT

10. Resolution 21-G-34, to award contract RFP #21-01, Financial Audit Services
11. Resolution 21-G-35, to authorize the submission of a Creative Communities Partnership Grant Application/Virginia Commission for the Arts
12. Resolution 21-G-36, to award contract IFB #21-06, Contract Mowing and Landscape Services

Future Town Council Meetings

April 6, 2021	Town Council Work Session	7:00 PM
April 13, 2021	Town Council Public Hearing	7:00 PM
April 20, 2021	Town Council Work Session	7:00 PM
April 27, 2021	Town Council Public Hearing	7:00 PM

TOWN OF HERNDON, VIRGINIA

RESOLUTION

MARCH 23, 2021

Resolution- to consider Special Exception, SE #20-05, 385 Spring Street, Security Public Storage, to permit the addition of four moving trucks for rent accessory to a self-service storage facility.

WHEREAS, the applicant, Man Choi, has submitted a request for a special exception to permit the addition of five moving trucks for rent accessory to a self-service storage facility located at 385 Spring Street and identified as Fairfax County Tax Map #0162-02-0173B; and

WHEREAS, the Planning Commission has reviewed this application and has held a public hearing in accordance with the provisions of §15.2-2204 of the State Code; and

WHEREAS, following the public hearing, the Planning Commission has recommended that the application be approved with conditions based upon the finding that the proposed use meets the purpose and intent of the Zoning Ordinance, in particular Section 78-155.3.

WHEREAS, the Town Council has reviewed this application and the Planning Commission recommendation and has held a public hearing in accordance with the provisions of §15.2-2204 of the State Code; and

WHEREAS, if granted, the uses permitted under the special exception are pursuant to this resolution and associated conditions; and

WHEREAS, if granted, special exceptions may be amended pursuant to Section 78-155.3(j) of the Town of Herndon Zoning Ordinance; and

WHEREAS, if granted, special exceptions may be revoked pursuant to Section 78-155.3(h) of the Town of Herndon Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia, hereby:

Approves Special Exception Application SE #20-05, in accordance with the conditions set forth below to achieve compliance with the standards found in Section 78-155.3;

[INSERT CONDITIONS]

DRAFT CONDITIONS

SPECIAL EXCEPTION SE #20-05

385 SPRING STREET

FEBRUARY 22, 2021

1. Substantial Conformity. The development and maintenance of the special exception use described in Condition 2 below shall be in substantial conformance with the SE #20-05 application materials submitted February 12, 2021. Approval of this application on the parcel identified as Fairfax County Tax Map Number 0162-02-0173B, known as 385 Spring Street, Herndon, Virginia (the "Property"), shall not relieve the applicant or the owners of the Property, or their successors or parties developing, establishing, or operating the approved special exception, from the obligation to comply with and conform to any other Zoning Ordinance, codified ordinance, or regulatory requirement.
2. Size Limit. The moving trucks shall be no larger than a 10' rental box truck, with the vehicle measuring no greater than 19'11" in length and 6'4" in width.
3. Parking. The moving trucks shall be parked in the designated parking spaces as shown on the special exception plan, dated February 12, 2021.
4. Hours of Operation. The hours for picking up and dropping off the two moving trucks labeled as "Option A" and "Option B" on the special exception plan, dated February 12, 2021, shall be limited to 9:00 AM through 6:00 PM, Monday through Saturday, and 10:00 AM through 4:00 PM, on Sunday.
5. After Hours Picking Up and Dropping Off. Any moving truck pickups and returns that occur outside of the hours specified in condition #5 shall be in the marked spaces adjacent to the loading dock and Victory Drive.
6. Not to be Separate Business. The moving truck business operations shall be accessory to the self-service storage facility.
7. Pickup/Dropoff Signage. Signage shall clearly mark where 24 hour, 7 day per week, pickup and drop-offs will occur on the site to be conspicuously located at the entrance of the site in a location approved by the Zoning Administrator.

TOWN OF HERNDON, VIRGINIA

PLANNING COMMISSION

RESOLUTION

FEBRUARY 22, 2021

Resolution- to consider Special Exception Application SE #20-05, to permit the addition of five moving trucks for rent accessory to a self-service storage facility in a PD-B, Planned Development - Business, zoning district.

WHEREAS, the applicant, Man Choi, has submitted a request for a special exception to permit the addition of five moving trucks for rent accessory to a self-service storage facility located at 385 Spring Street and identified as Fairfax County Tax Map #0162-02-0173B; and

WHEREAS, the Planning Commission has reviewed this application and has held a public hearing in accordance with the provisions of §15.2-2204 of the State Code; and

WHEREAS, the Planning Commission has found that the application, SE #20-05 with conditions, meets the purpose and intent of the Zoning Ordinance, in particular Sections 78-80.4(o) and 78-155.3.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Herndon, Virginia, hereby:

Recommends approval of Special Exception Application SE #20-05, in accordance with the conditions set forth below to achieve compliance with the standards found in Sections 78-80.4(o) and 78-155.3;

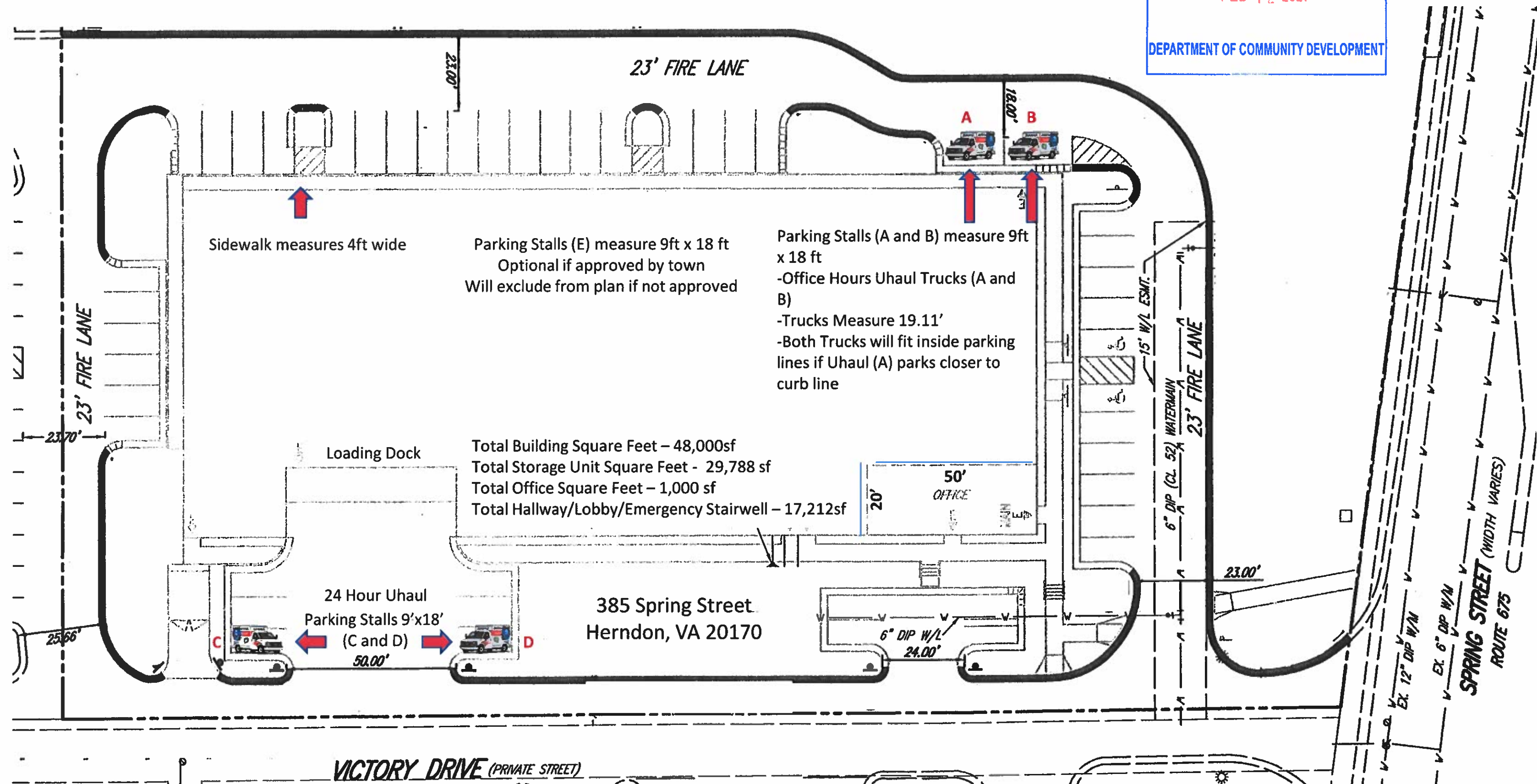
1. Substantial Conformity. The development and maintenance of the special exception use described in Condition 2 below shall be in substantial conformance with the SE #20-05 application materials submitted February 12, 2021. Approval of this application on the parcel identified as Fairfax County Tax Map Number 0162-02-0173B, known as 385 Spring Street, Herndon, Virginia (the "Property"), shall not relieve the applicant or the owners of the Property, or their successors or parties developing, establishing, or operating the approved special exception, from the obligation to comply with and conform to any other Zoning Ordinance, codified ordinance, or regulatory requirement.
2. Permitted Use. This special exception is granted to allow the addition of four moving trucks for rent on the Property pursuant to Section 78-80.4(o) of the Town of Herndon Zoning Ordinance (the "Zoning Ordinance").

3. Size Limit. The moving trucks shall be no larger than a 10' rental box truck, with the vehicle measuring no greater than 19'11" in length and 6'4" in width.
4. Parking. The moving trucks shall be parked in the designated parking spaces as shown on the special exception plan, dated February 12, 2021.
5. Hours of Operation. The hours for picking up and dropping off the two moving trucks labeled as "Option A" and "Option B" on the special exception plan, dated February 12, 2021, shall be limited to 9:00 AM through 6:00 PM, Monday through Saturday, and 10:00 AM through 4:00 PM, on Sunday.
6. After Hours Picking Up and Dropping Off. Any moving truck pickups and returns that occur outside of the hours specified in condition #5 shall be in the marked spaces adjacent to the loading dock and Victory Drive.
7. Not to be Separate Business. The moving truck business operations shall be accessory to the self-service storage facility.
8. Zoning Inspection Permit and Inspections. A Zoning Inspection Permit for the accessory moving truck rental use is required prior to issuance of the business license. Following the business license, the accessory use shall be inspected by zoning and building officials during reasonable hours and upon reasonable prior notice.
9. Amendment of Special Exception. Any proposed changes to this special exception shall follow the process described in Section 78-155.3(j) of the Zoning Ordinance.
10. Revocation. Any violation of the aforementioned conditions or other sections of the Herndon Town Code shall be grounds for revoking the special exception pursuant to the manner described in Section 78-155.3(h) of the Zoning Ordinance.
11. Pickup/Dropoff Signage. Signage shall clearly mark where 24 hour, 7 day per week, pickup and drop-offs will occur on the site to be conspicuously located at the entrance of the site in a location approved by the Zoning Administrator.

This is certified to be a true and accurate copy of the resolution associated with Special Exception Application SE #20-05, adopted at a legally convened meeting of the Town of Herndon Planning Commission on February 22, 2021.

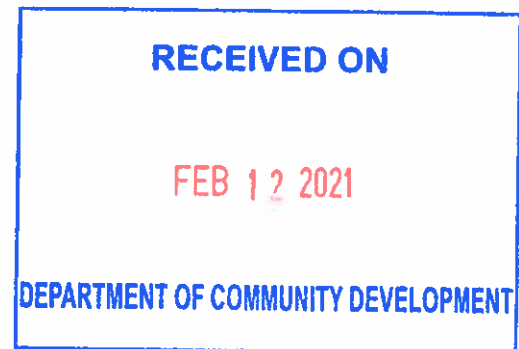


Clerk of Boards & Commissions



Security Public Storage
385 Spring Street
Herndon, VA 20170
703-244-4799

December 17, 2020



Dear Michael Wallick,

Thank you for you and the Town of Herndon's assistance with our special exception application thus far.

We currently operate as a self-storage company which includes climate controlled, non-climate controlled, and drive up style storage units. There are 2 full time resident managers and 1 relief manager who works on Sunday and Monday. We have ample parking surrounding our main building on Spring Street and have limited vehicular traffic due to us not being a traditional retail environment. Our site activity generally consists of limited walk in transactions ranging from 5-10 people per day, limited tenant move ins and move outs. Approximately 80% of our business is done online or over the phone.

With the addition of U-Haul, we anticipate a limited amount of impact to our traffic patterns. Our other self-storage properties with U-Haul dealership attached will typically rent 1-2 trucks a day. Traffic increase will be minimal. Peak season occurs in Spring and Summer. We plan to limit the total numbers of trucks to 4 to avoid any congestion in the existing business park.

Trucks A and B as marked on the site plan will have limited rental hours that will match our office hours, Monday through Saturday from 9am – 6pm and Sunday 10am to 4pm. Trucks C and D will be set as designated 24 trucks that can be rented 24 hours a day through Uhaul's mobile app. Uhaul's app and settings will restrict our facility to 4 trucks at any given time. It will not allow transfers if our facility has 4 trucks onsite, it will redirect any incoming or renter preferred location truck returns to the next closest Uhaul dealer within the parameters. These restrictions are hard limits set in the app by our area field manager.

24 hour trucks have controlled access through a pin coded lock box that is mated with the app. This lock box will be placed in our loading dock area where truck keys will be picked up and returned. This will assist with the controlled area for truck returns.

In response to the work session regarding moving all trucks to the loading dock area, we strongly prefer to maintain the marked spaces on the site plan. Truck E has been removed from the site plan to reduce the overhang into the drive lanes. The loading dock has the largest activity and would cause obstruction and inconvenience tenants needing to move their moving trucks/movers in order for us to gain access to the Uhaul rental trucks. It would cause an overflow of traffic to our loading area.

The site plan submitted is accurate and will have clearly identified parking spots either by sign posting or markings on the parking space itself.

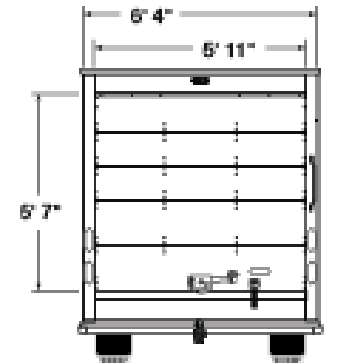
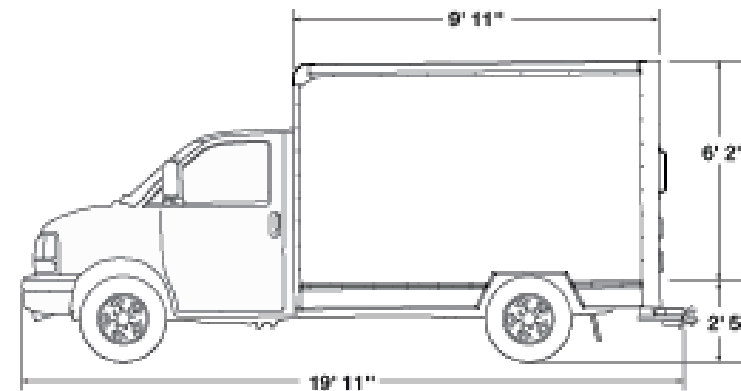
Please feel free to contact me with any feedback or concerns at 703-244-4799 or mchoi@securitypublicstorage.com.

Sincerely,

A handwritten signature in black ink, appearing to be 'Man Choi', written over a horizontal line.

Man Choi

Uhaul Dimensions



TOWN OF HERNDON, VIRGINIA

ORDINANCE

MARCH 23, 2021

Ordinance – to amend Chapter 78 (ZONING), Article IV (Business Districts), Section 78-40.2 (CS – Commercial Services District), to reduce the minimum front setback requirement in the CS zoning district.

BE IT ORDAINED by the Town Council for the Town of Herndon, Virginia that:

1. Chapter 78 (ZONING) of the Herndon Town Code is amended and reenacted as follows.

Section 78-40.2 – CS – Commercial Services district.

...

g. *Dimensional standards.* All primary and accessory structures in the CS zoning district are subject to the dimensional standards set forth in Table 78-40.2(g): CS Table of Dimensional Standards. These standards may be further limited or modified by other applicable sections of this chapter. Accessory structures are subject further to the standards in Article VIII, *Accessory Uses*. Definitions; for terms in this section may be found in Article XVIII, Definitions.

TABLE 78-40.2(g): CS DIMENSIONAL STANDARDS	
STANDARD	ALL USES
Lot Area, Minimum (sq. ft.)	None
Lot Width, Minimum at setback line (feet)	None
Setback, Minimum (feet)	Greater of: 50', or as specified in the buffer classification in See also section 78-110.4(e)(3)a. and section 78-110.4(e)(3)b.. <i>25'</i>
Setback, Maximum (feet)	100'
Side Yard, Minimum (feet)	Adjacent to Residential District. ¹ : Greater of 25' or building height ² ; or as specified in the buffer classification in See also section 78-110.4(e)(3)a. and section 78-110.4(e)(3)b.

	Not Adjacent to Residential District: 7.5', or as specified in the buffer classification in section 78-110.4(e)(3)a. and section 78-110.4(e)(3)b.
Rear Yard, Minimum (feet)	Adjacent to Residential District. ¹ : Greater of 25' or building height ² ; or as specified in the buffer classification in See also section 78-110.4(e)(3)a. and section 78-110.4(e)(3)b. Not Adjacent to Residential District: 7.5', or as specified in the buffer classification in section 78-110.4(e)(3)a. and section 78-110.4(e)(3)b.
Height, Maximum (feet)	45' (See also Sec. 78-40.6 Downtown for CS Property Located within sector 3 of the Downtown)
Floor Area Ratio, Maximum	.3
Open Space, Minimum	25%
Notes: ¹ Adjacent to Residential District: indicates that a special side or rear yard requirement applies for every lot line abutting a parcel zoned for residential use when the parcel is used for residential purposes or is undeveloped. The special yard requirement is as indicated above. ² Building Height: indicates that the required setback or yard is equal to the height of the tallest building on the site where the setback or yard is required.	

17

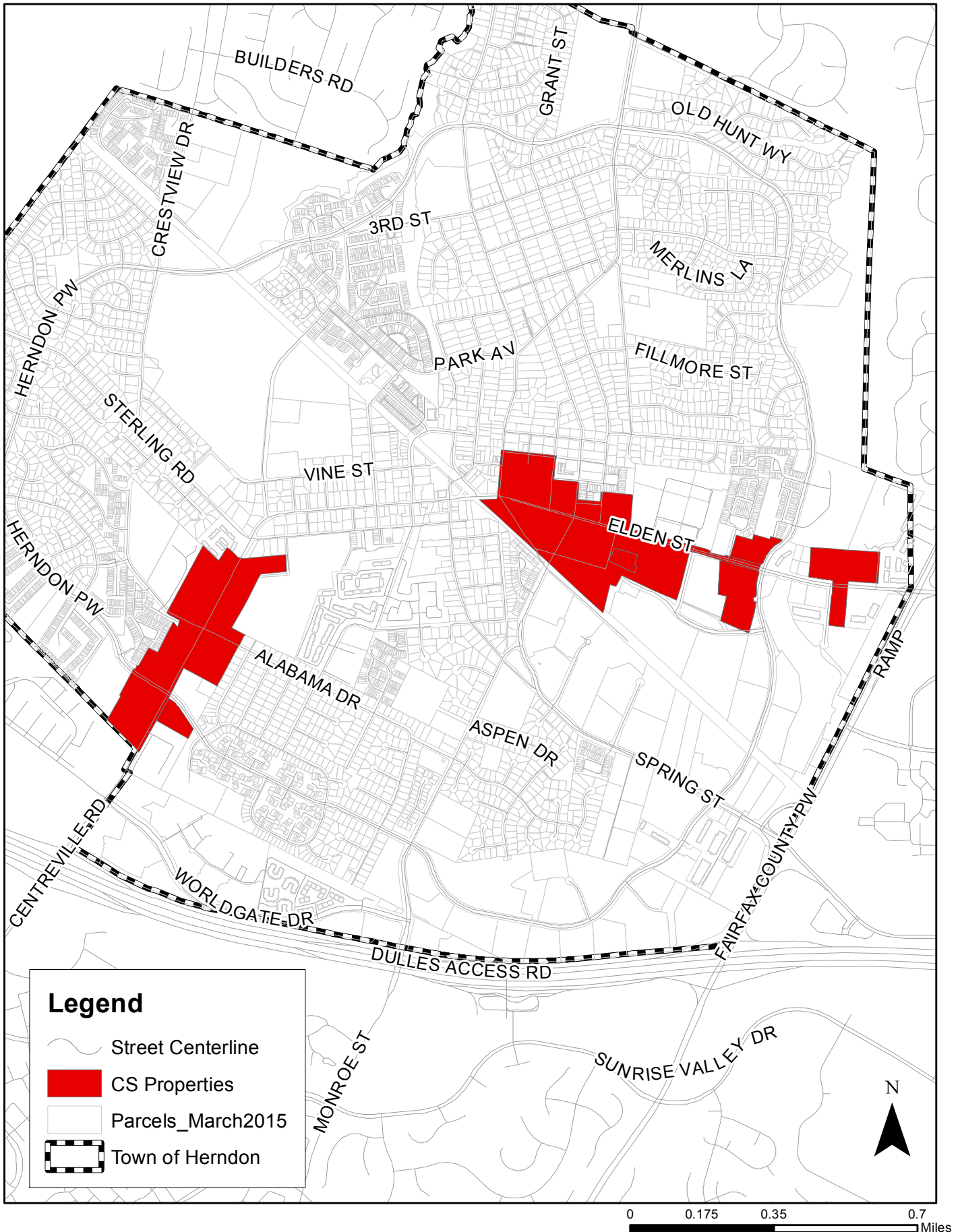
18

...

19

2. This ordinance shall be effective on and after the date of its adoption.

Town Properties Zoned CS, Commercial Services



TOWN OF HERNDON, VIRGINIA

RESOLUTION

MARCH 23, 2021

Resolution- to consider Special Exception Application SE #20-01, 1131 Elden Street, Pollo Campero, to permit a drive-through service accessory to an eating establishment in a CS, Commercial Services, zoning district.

WHEREAS, the applicant, Campero USA Corporation, has submitted a request for a special exception to permit a drive-through service accessory to an eating establishment on a property located at 1131 Elden Street and identified as Fairfax County Tax Map #0161-04050009B; and

WHEREAS, the Planning Commission has reviewed this application and has held a public hearing in accordance with the provisions of §15.2-2204 of the State Code; and

WHEREAS, following the public hearing, the Planning Commission recommended that the application be approved with conditions based upon the finding that the proposed use meets the purpose and intent of the Zoning Ordinance, in particular Sections 78-155.3 and 78-80.4(j);

WHEREAS, the Town Council has reviewed this application and the Planning Commission recommendation and has held a public hearing in accordance with the provisions of §15.2-2204 of the State Code; and

WHEREAS, if granted, the uses permitted under the special exception are pursuant to this resolution and associated conditions; and

WHEREAS, if granted, special exceptions may be amended pursuant to Section 78-155.3(j) of the Town of Herndon Zoning Ordinance; and

WHEREAS, if granted, special exceptions may be revoked pursuant to Section 78-155.3(h) of the Town of Herndon Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia, hereby:

Approves Special Exception Application SE #20-01, that shall run with the land and not be voided or extinguished from a change in ownership of the property, and be in accordance with the conditions set forth below;

[INSERT CONDITIONS]

DRAFT CONDITIONS

SPECIAL EXCEPTION SE #20-01

1131 ELDEN STREET

MARCH 23, 2021

1. Substantial Conformity. The development and maintenance of the special exception use, described in Condition 2 below, shall be in substantial conformance with the SE #20-01 application plans, prepared by Menemsha Solutions and dated February 16, 2021. Approval of this application on the parcel identified as Fairfax County Tax Map Number 0161-04050009B, known as 1131 Elden Street, Herndon, Virginia (the "Property"), shall not relieve the applicant or the owners of the Property, or their successors or parties developing, establishing, or operating the approved special exception, from the obligation to comply with and conform to any other Zoning Ordinance, codified ordinance, or regulatory requirement.
 - 1.a. Parking Lot Adjustments. At the time of site plan submittal, the parking space located at the southwest corner of the site nearest to the ingress/egress to the site shall be removed or relocated. Removal or relocation of this space shall comply with all other provisions of the Zoning Ordinance. Furthermore, the central parking bay shall be adjusted to the east or west as necessary based on feedback from the Town of Herndon Department of Public Works and the Fairfax County Fire Marshal.
2. Fencing. A decorative metal fence, subject to approval by the Architectural Review Board, shall be installed and maintained along the northern property boundary and shall be a minimum of 5 feet in height, unless otherwise restricted by Section 78-115.2 of the Zoning Ordinance.
3. Loading Zone. Use of the loading zone shall be restricted to the hours of 7:00AM to 10:00AM. The loading zone area shall be identified on the site with signage, markings on the pavement, or both.
4. Trash Collection. Trash collection shall be restricted to the hours of 7:00AM to 10:00AM.
5. One Drive-Through Service Window per Lot. There shall be no more than one accessory drive-through service window on the Property.

TOWN OF HERNDON, VIRGINIA

PLANNING COMMISSION

RESOLUTION

FEBRUARY 22, 2021

Resolution- to consider Special Exception Application SE #20-01, to permit a drive-through service accessory to an eating establishment in a CS, Commercial Services, zoning district.

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WHEREAS, the Planning Commission has reviewed this application and has held a public hearing in accordance with the provisions of §15.2-2204 of the State Code; and

WHEREAS, the Planning Commission has found that the application, SE #20-01 with conditions meets the purpose and intent of the Zoning Ordinance, in particular Sections 78-80.4(j) and 78-155.3.

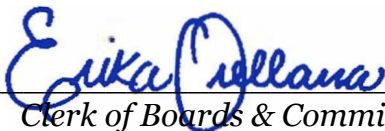
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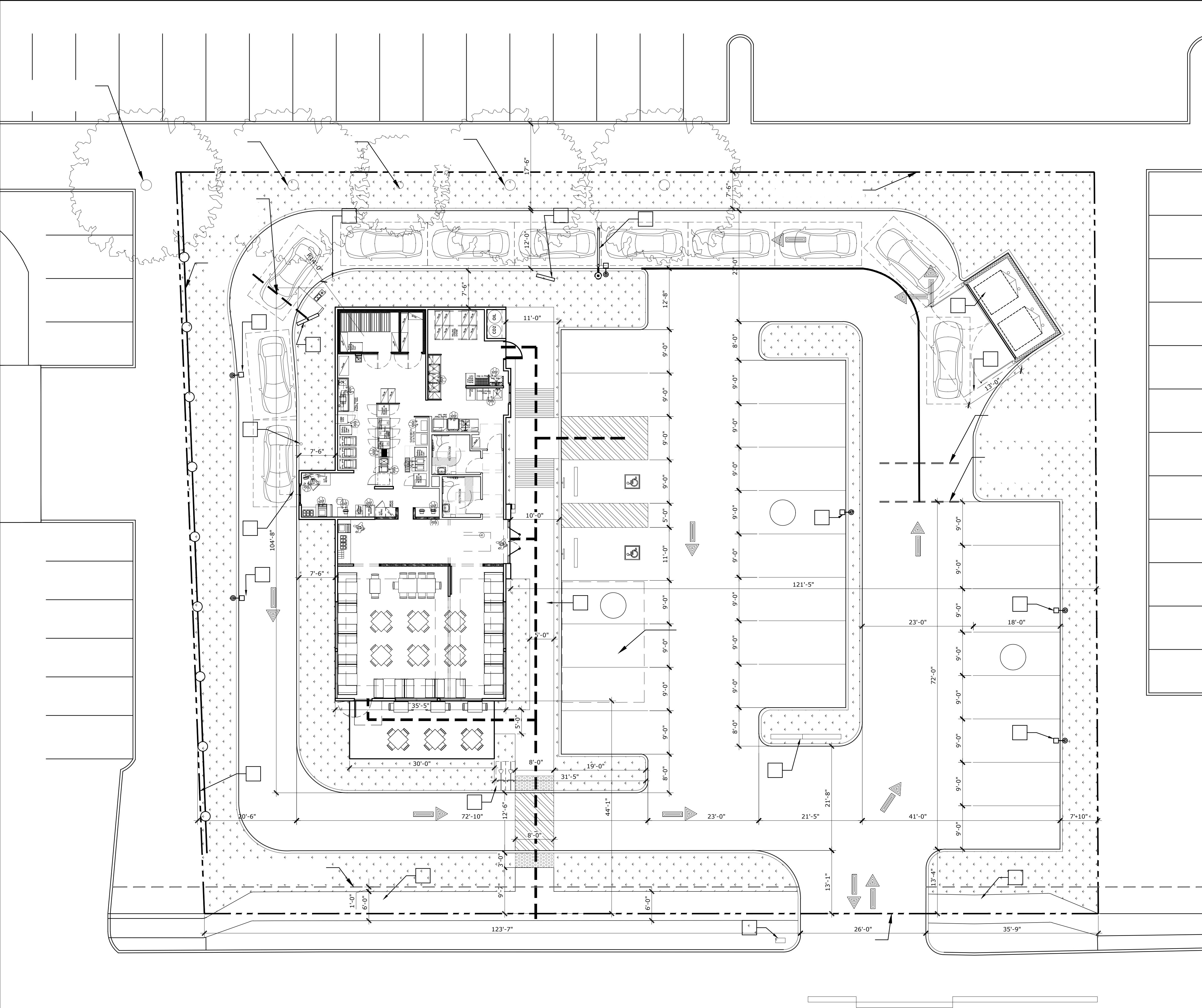
Recommends approval of Special Exception Application SE #20-01, that shall run with the land and not be voided or extinguished from a change in ownership of the property in accordance with the conditions set forth below to achieve compliance with the standards found in Sections 78-80.4(j) and 78-155.3;

1. Substantial Conformity. The development and maintenance of the special exception use, described in Condition 2 below, shall be in substantial conformance with the SE #20-01 application plans, prepared by Menemsha Solutions and dated February 16, 2021. Approval of this application on the parcel identified as Fairfax County Tax Map Number 0161-04050009B, known as 1131 Elden Street, Herndon, Virginia (the "Property"), shall not relieve the applicant or the owners of the Property, or their successors or parties developing, establishing, or operating the approved special exception, from the obligation to comply with and conform to any other Zoning Ordinance, codified ordinance, or regulatory requirement.

- 1.a. Parking Lot Adjustments. At the time of site plan submittal, the parking space located at the southwest corner of the site nearest to the ingress/egress to the site shall be removed or relocated. Removal or relocation of this space shall comply with all other provisions of the Zoning Ordinance. Furthermore, the central parking bay shall be adjusted to the east or west as necessary based on feedback from the Town of Herndon Department of Public Works and the Fairfax County Fire Marshal.
2. Permitted Use. This special exception is granted to allow a drive-through service as accessory to a new-construction eating establishment on the Property pursuant to Section 78-80.4(j) of the Town of Herndon Zoning Ordinance (the “Zoning Ordinance”).
3. Fencing. A decorative metal fence, subject to approval by the Architectural Review Board, shall be installed and maintained along the northern property boundary and shall be a minimum of 5 feet in height, unless otherwise restricted by Section 78-115.2 of the Zoning Ordinance.
4. Loading Zone. Use of the loading zone shall be restricted to the hours of 7:00 AM to 10:00 AM. The loading zone area shall be identified on the site with signage, markings on the pavement, or both.
5. Trash Collection. Trash collection shall be restricted to the hours of 7:00 AM to 10:00 AM.
6. One Drive-Through Service Window per Lot. There shall be no more than one accessory drive-through service window on the Property.
7. Amendment of Special Exception. Any proposed changes to this special exception shall follow the process described in Section 78-155.3(j) of the Zoning Ordinance.
8. Revocation. Any violation of the aforementioned conditions or other sections of the Herndon Town Code shall be grounds for revoking the special exception pursuant to the manner described in Section 78-155.3(h) of the Zoning Ordinance.

This is certified to be a true and accurate copy of the resolution associated with Special Exception Application SE #20-01, adopted at a legally convened meeting of the Town of Herndon Planning Commission on February 22, 2021.


Clerk of Boards & Commissions



PROPOSED SITE PLAN

SCALE: 1"=10'-0"

1

KEYNOTES

- NEW DIRECTIONAL SIGNAGE.
- NEW TWO SHORT TERM BICYCLE SPACES.
- NEW SITE LIGHTS, TYP.
- NEW MENU BOARD.
- NEW TRASH ENCLOSURE.
- NEW PREVIEW BOARD.
- NEW CLEARANCE BAR.
- EXISTING PROPERTY LINE.
- CONCRETE PAD EXTENDS 13 FEET IN FRONT OF THE TRASH ENCLOSURE
- ALL SIDEWALKS TO MEET ALL APPLICABLE CODES AND ACCESSIBILITY REQUIREMENTS. SIDEWALKS TO BE LEVELED AT 2% MAXIMUM IN THE CROSS SLOPE DIRECTION AND 5% SLOPE MAXIMUM IN THE RUNNING DIRECTION. PROVIDE CONTROL JOINTS AT EVERY 5'-0". FEATHER AT 5% MAXIMUM SLOPE AS REQUIRED TO ALIGN WITH EXISTING ADJACENT CONCRETE SIDEWALK. SIDEWALKS TO BE MINIMUM 5'-0" IN WIDTH AS SHOWN ON PLANS.
- NEW 6" BOLLARD, TYP.
- NEW DRIVE-THRU CANOPY
- NEW DIRECTIONAL SIGNAGE PROHIBITING LEFT-HAND TURN ONTO ELDEN STREET PER HERNDON TOWN CODE SECTION 78-80.4(j)(5)

NOTE

- A. THE SWM AND BMP PRACTICES THAT ARE REQUIRED FOR THIS PROJECT SHALL MEET ALL APPLICABLE FEDERAL, STATE, AND LOCAL REQUIREMENTS AT THE TIME OF SITE PLAN. ALL SWM QUALITY AND QUANTITY REQUIREMENTS FOR THE PROJECT (INCLUDING REQUIREMENTS GENERATED BY ONSITE AND OFFSITE DISTURBED AREAS AND FRONTAGE IMPROVEMENT AREAS) SHALL BE PROVIDED ON SITE AND BE PRIVATELY MAINTAINED.
- B. THE LAYOUT MUST MEET ALL APPLICABLE REQUIREMENTS OF THE FAIRFAX COUNTY FIRE MARSHAL'S OFFICE AT THE TIME OF SITE PLAN. THE PLAN SHALL BE APPROVED BY THE FAIRFAX COUNTY FIRE MARSHAL PRIOR TO APPROVAL OF THE FINAL SITE PLAN.
- C. THIS SITE IS CONSIDERED AN ENVIRONMENTAL HOT SPOT DUE TO ITS PREVIOUS USE. AT THE TIME OF SITE PLAN, AN ENVIRONMENTAL REPORT MUST BE PREPARED BY A CERTIFIED PROFESSIONAL IDENTIFYING ANY CONTAMINATED SOILS AND THE REPORT MUST BE INCLUDED ON THE FINAL SITE PLAN. IF CONTAMINATED SOILS EXIST, THEY MUST BE REMOVED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS.
- D. THE FINAL SITE PLAN SHALL IDENTIFY ANY UNDERGROUND TANKS THAT EXIST ON THE SITE. THE SITE PLAN SHALL ADDRESS THE ABANDONMENT OR REMOVAL OF THE UNDERGROUND TANKS IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL REQUIREMENTS.
- E. APPLICABLE SITE LIGHTING REGULATIONS WILL BE MET AND REVIEWED FOR COMPLIANCE DURING THE SITE PLAN REVIEW.

LEGEND

- - - - - = PROPERTY LINE
- [Symbol] = NEW LANDSCAPE & IRRIGATION

OVERALL ANALYSIS

S.F.

7,320

Menemsha
SOLUTIONS

Plans, maps, specifications, studies, and reports not containing a wet ink seal imprint accompanied by an original signature by the licensed professional may have been fraudulently altered and shall not be considered an original copy. All information should be disregarded unless verified by the professional whose signature appears above. All drawings and written material appearing herein constitute original and unpublished work of the architect and may not be duplicated, used or disclosed without written consent of the architect. Copyright Protected 2020.

Stamp:

Project Owner:



Project Address:

Issue For Description:

Issue Date:

Principal In Charge:

DARIUSZ WEICHA

Project Manager:

SOPHIA SEENEY

Drawn By:

STO

Project Number

Sheet Title:

PROPOSED SITE
PLAN

Sheet Number:

SP100

Traffic Impact Study

Elden Street Restaurant

Town of Herndon, Virginia

March 30, 2020

Revised: September 25, 2020

Prepared For:
Menemsha Solutions

GOROVE SLADE
Transportation Planners and Engineers

EXECUTIVE SUMMARY

The following report presents the findings of a traffic impact study conducted for the proposed redevelopment of the 1131 Elden Street site in the Town of Herndon, Virginia. The study was developed in accordance with the Town of Herndon's Traffic Impact Study Guidelines.

Site Location and Study Area

The site is located in the Town of Herndon, Virginia on east side of Elden Street, between Alabama Drive and Herndon Parkway. The vehicular study area includes four (4) intersections along Elden Street.

Description of Proposed Development

The 0.66-acre site is currently zoned CS (Commercial Services) and is occupied by 2,280 SF of vacant Auto Care that is to be removed. The current plan proposes 2,900 SF of restaurant with a drive-through. The anticipated project build-out year is 2021. The existing northern entrance will be removed and the existing southern entrance will be modified to only allow right turns.

Principal Findings and Conclusions

The analysis presented in this report supports the following major conclusion:

- The addition of the site traffic does not cause any additional intersection to have movements operate at an unacceptable level of service over future without development conditions, after mitigation.

Existing Conditions (2020):

- The following intersections currently operate below the Town of Herndon's acceptable level of service (LOS D for overall intersections or LOS E for individual movements):
 - Intersection #1: Elden Street and Alabama Drive
 - Intersection #4: Elden Street and Herndon Parkway

Future Conditions without Development (2021):

The regional growth and background development traffic volumes were added to the existing traffic volumes to develop the future without development (2021) traffic volumes.

- The following background developments were considered for the future conditions:
 - Junction Square – 4,000 SF of retail
 - Elden Corner Center – 10,000 SF of retail
 - Arrowbrook Centre – 640,000 SF of office, 91,450 SF of retail, 1,084 residential units, and 300 room hotel
 - Woodland Park Waterview – 295 multifamily units, 56 two-over-two units, and 32 single family attached units
- The following intersections operate below the Town of Herndon's acceptable level of service (LOS D for overall intersections or LOS E for individual movements). The intersections in **bold** also operate at unacceptable levels under existing conditions:
 - **Intersection #1: Elden Street and Alabama Drive**

- **Intersection #4: Elden Street and Herndon Parkway**

Future Conditions with Development (2021):

Elden Street is ultimately planned to be a four-lane divided roadway in the vicinity of the site. The South Elden Street improvement plan includes the removal of the TWLTL (two-way left turn lane) on Elden Street and closes the median adjacent to the site. The site will be accessed via one RIRO (right-in/right-out) driveway on Elden Street. The future with development analysis is consistent with the ultimate lane configuration of Elden Street.

- The following intersections operate below the Town of Herndon's acceptable level of service (LOS D for overall intersections or LOS E for individual movements). The intersections in **bold** also operate at unacceptable levels in the future without development scenario:
 - **Intersection #1: Elden Street and Alabama Drive**
 - **Intersection #4: Elden Street and Herndon Parkway**
- Mitigation measures are proposed at the following intersection:
 - Intersection #4: Elden Street and Herndon Parkway – Modify existing signal timing during the PM peak hour to reduced delay and improve signal operation.

CONCLUSIONS

This report presents the findings of a traffic impact study for the proposed redevelopment of the 1131 Elden Street site located in Town of Herndon, Virginia.

The analysis presented in this report supports the following major conclusion:

- The addition of the site traffic does not cause any additional intersection to have movements operate at an unacceptable level of service over future without development conditions, after mitigation.

Existing Conditions (2020):

- The following intersections currently operate below the Town of Herndon's acceptable level of service (LOS D for overall intersections or LOS E for individual movements):
 - Intersection #1: Elden Street and Alabama Drive
 - Intersection #4: Elden Street and Herndon Parkway

Future Conditions without Development (2021):

The regional growth and background development traffic volumes were added to the existing traffic volumes to develop the future without development (2021) traffic volumes.

- The following background developments were considered for the future conditions:
 - Junction Square – 4,000 SF of retail
 - Elden Corner Center – 10,000 SF of retail
 - Arrowbrook Centre – 640,000 SF of office, 91,450 SF of retail, 1,084 residential units, and 300 room hotel
 - Woodland Park Waterview – 295 multifamily units, 56 two-over-two units, and 32 single family attached units
- The following intersections operate below the Town of Herndon's acceptable level of service (LOS D for overall intersections or LOS E for individual movements). The intersections in **bold** also operate at unacceptable levels under existing conditions:
 - **Intersection #1: Elden Street and Alabama Drive**
 - **Intersection #4: Elden Street and Herndon Parkway**

Future Conditions with Development (2021):

Elden Street is ultimately planned to be a four-lane divided roadway in the vicinity of the site. The South Elden Street improvement plan includes the removal of the TWLTL on Elden Street and closes the median adjacent to the site. The site will be accessed via one RIRO driveway on Elden Street. The future with development analysis is consistent with the ultimate lane configuration of Elden Street.

- The following intersections operate below the Town of Herndon's acceptable level of service (LOS D for overall intersections or LOS E for individual movements). The intersections in **bold** also operate at unacceptable levels in the future without development scenario:
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- **Intersection #4: Elden Street and Herndon Parkway**
- Mitigation measures are proposed at the following intersection:
 - Intersection #4: Elden Street and Herndon Parkway – Modify existing signal timing during the PM peak hour to reduced delay and improve signal operation.

TOWN OF HERNDON, VIRGINIA

RESOLUTION

MARCH 23, 2021

Resolution- to award contract RFP #21-01, Financial Audit Services.

WHEREAS, the Code of Virginia requires an annual audit of the town's financial and accounting records to be performed by an independent certified public accountant in accordance with the specifications furnished by the Virginia Auditor of Public Accountants (APA); and

WHEREAS, town staff prepared and posted (via *eVA* and the town's website) a request for proposal for financial auditing services with five firms returning proposals by the response due date of March 5, 2021; and

WHEREAS, based on the composite ranking of the proposals and subsequent informal interviews, the town's Evaluation Committee recommends the independent certified public accounting firm of Brown, Edwards & Company, LLP to conduct the independent audits of the town's financial and accounting records for FY 2021-2025 and up to three one-year extensions; and

WHEREAS, the negotiated base fee is \$78,000 for the FY 2021 audit which is based on the scope of work; and

WHEREAS, subsequent years' fees will be renegotiated, based on the immediately preceding year's fee and the change in the consumer price index from the previous calendar year.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Herndon, Virginia, hereby awards RFP#21-01, Financial Auditing Services, to the certified public accounting firm of **Brown, Edwards & Company, LLP** for the audit of the town's financial and accounting records for the fiscal years 2021 through 2025.

TOWN OF HERNDON, VIRGINIA

RESOLUTION

March 23, 2021

Resolution- to authorize the submission of a Creative Communities Partnership Grant Application/Virginia Commission for the Arts.

WHEREAS, the Virginia Commission for the Arts provides grant monies to Virginia localities under the Creative Communities Partnership Grant (formerly the Local Government Challenge Grant) for redistribution to nonprofit organizations for arts activities; and

WHEREAS, the Town of Herndon has solicited grant applications from organizations and recommends that a \$4,500 grant be submitted for the proposal submitted by Arts Herndon.

WHEREAS, the funding for this program requires that the Town appropriate an equal amount of funds for arts activities in the community and recommends funding be included in the proposed FY 2022 budget.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia, that the Town Manager is hereby authorized to submit a Creative Communities Partnership Grant application to the Virginia Commission for the Arts.

TOWN OF HERNDON, VIRGINIA

RESOLUTION

MARCH 23, 2021

Resolution- to award contract IFB #21-06, Contract Mowing and Landscape Services.

WHEREAS, the Public Works Staff developed a term contract for Contract Mowing and Landscape Services; and

WHEREAS, the Invitation for Bid was posted on the Town of Herndon website and eVA Commonwealth of Virginia procurement website to maximize fullest competition; and

WHEREAS, four bids were received and then publicly opened and read aloud on March 1, 2021 at 11:00 a.m. The results are listed below:

	BID BASED ON YEARLY COST
1. Brightview Landscape Services, Inc.	\$123,145.38
2. American Lawn Brothers, Inc.	\$153,492.00
3. Blake Landscapes, Inc.	\$176,532.19
4. The Davey Tree Expert Company	\$188,267.40 and;

WHEREAS, in accordance with the specifications, the contract may be extended by the Town for four successive one-year periods; and

WHEREAS, it is the staff's recommendation to award the contract to the lowest responsive and responsible bidder, Brightview Landscape Services, Inc.; and

WHEREAS, funds to support the work with bid item unit costs established by the contract will be available in the Grounds Division budget under Contract Mowing Services expenditure account #0010885-421060.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Herndon, Virginia, hereby awards Contract IFB #21-06, Contract Mowing and Landscape Services, to Brightview Landscape Services, Inc. in the amount of \$123,145.38.