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**PLANNING COMMISSION
February 25, 2019**

The Planning Commission of the Town of Herndon, Virginia, met in public hearing on Monday, February 25, 2019 at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Chair Melissa Jonas, Vice Chair George Burke and Commissioners Marcia Bouchard, Sean Regan and Michael Romeo.

Commissioners Paul LeReche and Kevin Moses were absent.

Others present during the meeting: Lesa Yeatts, Town Attorney, Elizabeth Gilleran, Director of Community Development; Bryce Perry, Deputy Director of Community Development, David Stromberg, Zoning Administrator, Michael Wallick, Transportation Planner; and Lisa Webster, Clerk to the Herndon Planning Commission.

1. DETERMINATION OF QUORUM

Chair Jonas stated that there were five members present, which constituted a quorum.

APPROVAL OF AGENDA

Main Motion:

(Amended/Subsequently Approved)

Vice Chair Burke moved to recommend **AMEND** the agenda order of public hearing February 25, 2019 meeting; PCA #19-01, SE # 19-02, SE # 19-03, DP #17-01 and CIP.

This motion was seconded by Commissioner Romeo.

On the motion of Vice Chair Burke, seconded by Commissioner Romeo and carried by a vote of 5-0. The agenda for February 25, 2018 public hearing meeting was **APPROVED**.

The vote was: Commissioners: Bouchard, Regan, Romeo and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

February 25, 2019
(public hearing)

APPROVAL OF MINUTES

**2. Vote on January 14, 2019
Work Session Minutes**

On the motion of Vice Chair Burke, seconded by Commissioner Romeo and carried by a vote of 5-0. The minutes of the January 14, 2019 work session meeting were **APPROVED** by a 5-0 vote. The vote was: Commissioners Bouchard, Regan, Romeo, Vice Chair Burke and Chair Jonas voting "Aye."

Commissioners LeReche and Moses were absent.

**3. Vote on January 28, 2019
Public Hearing Minutes**

On the motion of Commissioner Bouchard, seconded by Vice Chair Burke and carried by a vote of 5-0. The minutes of the January 28, 2019 public hearing meeting were **APPROVED** by a 4-0 vote. The vote was: Commissioners Bouchard, Regan; Vice Chair Burke and Chair Jonas voting "Aye."

Commissioner Romeo abstained.

Commissioners LeReche and Moses were absent.

4. COMMENTS FROM STAFF

Elizabeth Gilleran, Director of Community Development stated the Town Council Roundtable Discussion Meeting will be held on Saturday, March 2, 2019 from 9:00 a.m. – 12:00 p.m.

5. COMMENTS FROM THE PLANNING COMISSIONERS

There were no comments from the Commission.

6. COMMENTS FROM AUDIENCE

There were no comments from the audience.

PUBLIC HEARINGS

- 7. APPLICATION FOR A PROFFER CONDITION AMENDMENT – PCA #19-01, 525 Grove Street, Virginia Dominion Energy Substation, to consider a proffer condition amendment to amend the proffer statements for the previously approved rezoning applications, ZMA #02-102 and ZMA #02-103. Applicant: Tessia Knight, Network Building & Consulting, LLC. Owner: Virginia Electric & Power Company.**

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, February 8, 2019 and February 15, 2019 issues.

**February 25, 2019
(public hearing)**

Chair Jonas opened the public hearing. Bryce Perry, Deputy Director of Community Development provided the staff memo dated February 22, 2019. The memo serves as an addendum to the Planning Commission staff report, dated February 11, 2019.

The applicant has been actively addressing the issues raised in the staff report and amending the application accordingly. The applicant notified staff that zoning modifications will be requested for both the landscape buffer requirements and the masonry wall screening requirements.

The application will need to be re-advertised to include those modification requests. The applicant has not yet submitted revised application materials however staff was notified that a re-submission is expected prior to the deadline for the March Planning Commission meetings to give the additional time required for the applicant to prepare and re-submit revised application materials and the need to re-advertise the application.

Staff recommends the application be continued to the March 25, 2019 Planning Commission public hearing.

8. COMMENTS FROM APPLICANT

There were no comments from the applicant.

9. COMMENTS FROM AUDIENCE

There were no comments from the audience.

10. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Bouchard, seconded by Commissioner Regan and carried by a vote of 5-0. PCA #19-01, 525 Grove Street, Virginia Dominion Energy Substation was **CONTINUED** to March 25, 2019 public hearing.

The vote was: Commissioners: Bouchard, Regan; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

11. APPLICATION FOR A SPECIAL EXCEPTION – SE #19-02, 525 Grove Street, Virginia Dominion Energy Substation, to consider a special exception to construct a telecommunications monopole and associated ground equipment compound. Applicant: Tessia Knight, Network Building & Consulting, LLC. Owner: Virginia Electric & Power Company.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, February 8, 2019 and February 15, 2019 issues.

**February 25, 2019
(public hearing)**

Chair Jonas opened the public hearing. Bryce Perry, Deputy Director of Community Development provided the staff memo dated February 22, 2019.

This memo serves as an addendum to the Planning Commission staff report, dated February 11, 2019, which would amend the zoning of the subject parcel to allow for the improvements proposed in SE#19-02.

The applicant has been actively addressing the issues raised in the staff report and amending the application accordingly. The applicant notified staff that zoning modifications will be requested for both the landscape buffer requirements and the masonry wall screening requirements as part of PCA#19-01.

The PCA application will need to be re-advertised to include those modification requests. The applicant has not yet submitted revised application materials however staff was notified that a resubmission is expected prior to the deadline for the March Planning Commission meetings to give the additional time required for the applicant to prepare and re-submit revised application materials and the need to re-advertise the application.

Staff recommends the Special Exception application be continued to the March 25, 2019 Planning Commission public hearing.

12. COMMENTS FROM APPLICANT

There were no comments from the applicant.

13. COMMENTS FROM AUDIENCE

There were no comments from the audience.

14. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Regan, seconded by Vice Chair Burke and carried by a vote of 5-0. SE #19-02, 525 Grove Street, Virginia Dominion Energy Substation was **CONTINUED** to March 25, 2019 public hearing.

The vote was: Commissioners: Bouchard, Regan; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

15. APPLICATION FOR A SPECIAL EXCEPTION – SE #19-03, 281 Sunset Park Drive, to consider a special exception to allow a fitness facility. Fitness facilities may be permitted in this zoning district subject to the approval of a special exception.

Applicant: Kavitha Maddi & Yogender Rakasi. Business Entity: Koko FitClub Herndon. Property Owner: Skyvish Square, LLC.

**February 25, 2019
(public hearing)**

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, February 8, 2019 and February 15, 2019 issues.

Chair Jonas opened the public hearing. David Stromberg, Zoning Administrator provided staff memo dated February 25, 2019 with member access spreadsheet (*from former location at Fox Mill Shopping Center*). The only information on this spreadsheet is the date, time, and number of people who accessed the facility.

Mr. Stromberg stated during the Planning Commission work session on February 11, 2019 the Commission had some questions regarding the submittal requirements to satisfy condition "D" "Record of Attendance".

The purpose of this condition is to ensure compliance with condition "C" which limits the total number of clients, to six, between the hours of 8:00 a.m. through 6:00 p.m. on weekdays.

Condition "D" explicitly states that the owner is not to provide any information to the Town that contains personally identifiable information of the gym members.

Koko FitClub provides all of its members a key fob so that they can access the gym 24 hours a day, 7 days a week.

The applicant has provided an example of the spreadsheet that they use to track the number of people who are attending the gym at different hours during the day. The only information on this spreadsheet is the date, time, and number of people who accessed the facility.

16. COMMENTS FROM APPLICANT

The applicant provided a brief overview of the fitness facility operations.

17. COMMENTS FROM AUDIENCE

There were no comments from the audience.

18. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Romeo, seconded by Vice Chair Burke and carried by a vote of 5-0. SE #19-03, 281 Sunset Park Drive was **APPROVED**. The vote was: Commissioners: Bouchard, Regan, Romeo; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

**February 25, 2019
(public hearing)**

- 19. DEVELOPMENT PLAN – DP #17-01, 555 Herndon Parkway**, to consider an application for a Herndon Transit-Oriented Core (HTOC) Development Plan with proffered conditions to allow a mixed-use development located at 555 Herndon Parkway. Owner: 555 Herndon LLC. Representative: Frank J. Poli, Senior Vice President, Penzance Management, LLC. Agent: Kenneth W. Wire, Esq. Wire Gill, LLP.

~Note item continued from January 28, 2019 public hearing.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, February 8, 2019 and February 15, 2019 issues.

Chair Jonas opened the public hearing. Bryce Perry, Deputy Director of Community Development provided a summarization of the staff report dated February 22, 2019 and PowerPoint presentation dated February 25, 2019.

Staff is recommending that the Planning Commission recommend approval of this application, DP#17-01 as provided in the attached resolution with recommendations regarding specific aspects of the proposed development.

20. COMMENTS FROM APPLICANT

Kenneth Wire, Esq. Wire Grill. LLP. and Mike Novotny, Penzance, provided comments to the Commissioners.

21. COMMENTS FROM AUDIENCE

There were no comments from the audience.

22. COMMENTS FROM THE PLANNING COMMISSIONERS

Vice Chair Burke inquired if development buildings would be built in sequential order and if there was a defined timeline and expressed concerns about the traffic impact.

Commissioner Romeo inquired about the traffic signal and 2nd phase of development project.

Commissioner Regan inquired about the proposed parking in Building A and pedestrian passage/walk through of Building C.

Mr. Wire responded that the engineering team would look at options for expanding the pedestrian passage.

Ms. Gilleran addressed the Planning Commission and provided updated zoning code and site information on the development plan.

Mr. Perry provided projected timelines and phase status on what is known to date;

- Development Plan Changes
- Proffer Changes
- Traffic Impact Analysis (TIA)

**February 25, 2019
(public hearing)**

Staff is recommending that the Planning Commission recommend approval of this application, DP#17-01 as provided in the attached resolution with recommendations regarding specific aspects of the proposed development.

TOWN OF HERNDON, VIRGINIA

PLANNING COMMISSION

RESOLUTION

February 25, 2019

Resolution – Recommending approval of Development Plan, DP #17-01, 555 Herndon Parkway to the Town Council

WHEREAS, 555 Herndon LLC, the owners of 555 Herndon Parkway a parcel consisting of 4.3439 acres and identified as Fairfax County Tax Map Reference Number 0164-10-0002C, have submitted a development plan with proffered conditions to allow a mixed-use development with a maximum FAR of 4.3; and

WHEREAS, On January 28, 2019 the Planning Commission held a public hearing to consider DP #17-01, continuing that public hearing to February 25, 2019; and

WHEREAS, The Planning Commission has determined that the applicant has demonstrated that the plan adheres to applicable sections of the Town of Herndon Zoning Ordinance and Comprehensive Plan and Town of Herndon Zoning Ordinance, dependent upon a modification of tower separation requirements; and

WHEREAS, The Planning Commission has determined that the applicant has demonstrated that the requested modification of Section 78-50.8(g)(4)(a) for tower separation for buildings over 80 feet in height be reduced from 60 feet to not less than 55 feet because such modification will afford equal or greater assurances of meeting the goals of the Zoning Ordinance, as set out in the preamble of that ordinance, and the goals of the statement of intent of the PD-TOC Planned Development-Transit Oriented Core zoning district.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Herndon, Virginia that the Commission recommends to the Town Council of the Town of Herndon, Virginia approval of DP #17-01, 555 Herndon Parkway with the following amendments:

1. The applicant provides additional illustrative images and statements, regarding Herndon's unique identify, that typify physical elements and subject matter that can be incorporated into the development proposal during the site plan and Town of Herndon Architectural Review Board process.

**February 25, 2019
(public hearing)**

2. The applicant provides acceptable enhancements to the mid-block pedestrian entrances to heighten the sense of arrival and direction to include special pavement designs, architectural elements, signage and other focal points.

BE IT FUTHER RESOLVED that the Planning Commission of the Town of Herndon, Virginia hereby strongly encourages the staff, applicant and future owners and the Architectural Review Board to ensure adherence to the goals of the Herndon Transit-Oriented Core, as incorporated into the Comprehensive Plan, Zoning Ordinance and Urban Design and Architectural Guidelines, regarding the necessity for distinctive premier architecture and a unique sense of identity and a high level of quality in architecture, landscape architecture and urban design.

The Planning Commission, recognizing that the density of the proposed development must be supported by the incorporation of premier architecture and urban design, requests particular attention be paid to the creation of timeless architecture, podiums of durable materials exhibiting human scale, activation of ground floors through design, an interesting skyline with a variety of forms and heights, articulated massing, inclusion of exterior sustainable measures on rooftops and the ground plain, a rich palette of native plant material, inclusion of public art and the enhancement of exterior garage walls beyond mere screening but rather creative architectural measure that add to the visual experience of the Herndon Transit-Oriented Core.

On the motion of Vice Chair Burke, seconded by Commissioner Romeo and carried by a vote of 5-0. DP #17-01 555 Herndon Parkway, to consider an application for a Herndon Transit-Oriented Core (HTOC) Development Plan with proffered conditions to allow a mixed-use development located at 555 Herndon Parkway. **APPROVED.** The vote was: Commissioners: Bouchard, Regan, Romeo; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

23. ANNOUNCEMENT

Chair Jonas called a brief recess at 8:27 p.m. to 8:35 p.m.

24. TOWN OF HERNDON FY 2020 – FY 2025 CAPITAL IMPROVEMENT PROGRAM, to consider making a recommendation to the Town Manager on the draft FY 2020 – FY 2025 Capital Improvement Program.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, February 8, 2019 and February 15, 2019 issues.

Chair Jonas opened the public hearing. Dana Heiberg, Senior Planner provided a summarization of the staff report dated February 22, 2019 and PowerPoint presentation dated February 25, 2019.

**February 25, 2019
(public hearing)**

Mr. Heiberg reviewed with the Commissioners, the Town's Capital Improvement Program (CIP). The CIP is a financial planning document that establishes a six-year schedule for public improvements and serves as a companion policy document to the

Town of Herndon 2030 Comprehensive Plan, as well as the town's annual operating budget.

As allowed by the Code of Virginia, the Planning Commission will make a recommendation to the Town Manager regarding the CIP. This allows the manager to consider the commission's recommendation prior to recommending the budget and CIP to the Town Council.

<u>Total Recommended CIP:</u>	<u>FY 2020</u>	<u>FY 2020 - FY2025*</u>
1. General Fund Projects:	\$6,261,000	\$58,106,000
2. Golf Course Fund Projects:	\$ 0	\$ 1,108,000
3. Water and Sewer Fund Projects:	\$3,305,000	\$53,305,000
4. Downtown Parking Fund Projects:	\$1,000,000	\$ 3,600,000

*These totals include amounts in the Estimated Reserves column

The proposed CIP contains 50 projects for Fiscal Year 2010 through Fiscal Year 2025, consisting of 38 General Fund projects and 12 Enterprise Fund Projects. The three largest funding sources for General Fund projects are grants (\$26,777,000), General Obligation bond funding (\$17,210,000) and General Fund revenue (\$12,100,000).

Transportation project funding continues to be diverse and includes significant Virginia HB2313 funding. Two large street improvement projects are being designed and constructed by VDOT; the town is providing a small percentage of funding as shown on the General Fund summary sheet. The bulk of the project costs are detailed on the project sheets in coordination with the latest information from VDOT.

As in previous years, the proposed CIP as recommended to the Planning Commission may be subject to some adjustment when the Town Manager finalizes his annual budget and CIP recommendations to Town Council. The FY 2019 - FY 2024 CIP is available on the town website for comparison. It is generally similar; new General Fund projects are #34, Police Exterior Garage and #38, Traffic Signal at Herndon Centre.

Staff recommends approval of the draft CIP to the Town Manager.

25. COMMENTS FROM AUDIENCE

There were no comments from the audience.

26. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Bouchard, seconded by Commissioner Romeo and carried by a vote of 5-0. TOWN OF HERNDON FY 2020 – FY 2025 CAPITAL IMPROVEMENT PROGRAM, to consider making a recommendation to the Town Manager on the draft FY 2020 – FY 2025 Capital Improvement Program; was

**February 25, 2019
(public hearing)**

APPROVED. The vote was: Commissioners: Bouchard, Regan, Romeo; and Vice Chair Burke and Chair Jonas voting “Aye”.

Commissioners LeReche and Moses were absent.

ADJOURMENT

There being no further business, the meeting adjourned at 8:52 p.m.

**C. Melissa Jonas, Chair
Planning Commission**

**Lisa Webster
Clerk to the Planning Commission**

Minutes approved by the Planning Commission: 03-25-19



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PLANNING COMMISSION
February 25, 2019

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Commissioners Paul LeReche and Kevin Moses were absent.

Others present during the meeting: Lesa Yeatts, Town Attorney, Elizabeth Gilleran, Director of Community Development; Bryce Perry, Deputy Director of Community Development, David Stromberg, Zoning Administrator, Michael Wallick, Transportation Planner; and Lisa Webster, Clerk to the Herndon Planning Commission.

1. DETERMINATION OF QUORUM

Chair Jonas stated that there were five members present, which constituted a quorum.

APPROVAL OF AGENDA

Main Motion:

(Amended/Subsequently Approved)

Vice Chair Burke moved to recommend **AMEND** the agenda order of public hearing February 25, 2019 meeting; PCA #19-01, SE # 19-02, SE # 19-03, DP #17-01 and CIP.

This motion was seconded by Commissioner Romeo.

On the motion of Vice Chair Burke, seconded by Commissioner Romeo and carried by a vote of 5-0. The agenda for February 25, 2018 public hearing meeting was **APPROVED**.

The vote was: Commissioners: Bouchard, Regan, Romeo and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

**February 25, 2019
(public hearing)**

APPROVAL OF MINUTES

**2. Vote on January 14, 2019
Work Session Minutes**

On the motion of Vice Chair Burke, seconded by Commissioner Romeo and carried by a vote of 5-0. The minutes of the January 14, 2019 work session meeting were **APPROVED** by a 5-0 vote. The vote was: Commissioners Bouchard, Regan, Romeo, Vice Chair Burke and Chair Jonas voting "Aye."

Commissioners LeReche and Moses were absent.

**3. Vote on January 28, 2019
Public Hearing Minutes**

On the motion of Commissioner Bouchard, seconded by Vice Chair Burke and carried by a vote of 5-0. The minutes of the January 28, 2019 public hearing meeting were **APPROVED** by a 4-0 vote. The vote was: Commissioners Bouchard, Regan; Vice Chair Burke and Chair Jonas voting "Aye."

Commissioner Romeo abstained.
Commissioners LeReche and Moses were absent.

4. COMMENTS FROM STAFF

Elizabeth Gilleran, Director of Community Development stated the Town Council Roundtable Discussion Meeting will be held on Saturday, March 2, 2019 from 9:00 a.m. – 12:00 p.m.

5. COMMENTS FROM THE PLANNING COMISSIONERS

There were no comments from the Commission.

6. COMMENTS FROM AUDIENCE

There were no comments from the audience.

PUBLIC HEARINGS

- 7. APPLICATION FOR A PROFFER CONDITION AMENDMENT – PCA #19-01, 525 Grove Street, Virginia Dominion Energy Substation**, to consider a proffer condition amendment to amend the proffer statements for the previously approved rezoning applications, ZMA #02-102 and ZMA #02-103. Applicant: Tessia Knight, Network Building & Consulting, LLC. Owner: Virginia Electric & Power Company.

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Chair Jonas opened the public hearing. Bryce Perry, Deputy Director of Community Development provided the staff memo dated February 22, 2019. The memo serves as an addendum to the Planning Commission staff report, dated February 11, 2019.

The applicant has been actively addressing the issues raised in the staff report and amending the application accordingly. The applicant notified staff that zoning modifications will be requested for both the landscape buffer requirements and the masonry wall screening requirements.

The application will need to be re-advertised to include those modification requests. The applicant has not yet submitted revised application materials however staff was notified that a re-submission is expected prior to the deadline for the March Planning Commission meetings to give the additional time required for the applicant to prepare and re-submit revised application materials and the need to re-advertise the application.

Staff recommends the application be continued to the March 25, 2019 Planning Commission public hearing.

8. COMMENTS FROM APPLICANT

There were no comments from the applicant.

9. COMMENTS FROM AUDIENCE

There were no comments from the audience.

10. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Bouchard, seconded by Commissioner Regan and carried by a vote of 5-0. PCA #19-01, 525 Grove Street, Virginia Dominion Energy Substation was **CONTINUED** to March 25, 2019 public hearing.

The vote was: Commissioners: Bouchard, Regan; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

11. APPLICATION FOR A SPECIAL EXCEPTION – SE #19-02, 525 Grove Street, Virginia Dominion Energy Substation, to consider a special exception to construct a telecommunications monopole and associated ground equipment compound. Applicant: Tessia Knight, Network Building & Consulting, LLC. Owner: Virginia Electric & Power Company.

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This memo serves as an addendum to the Planning Commission staff report, dated February 11, 2019, which would amend the zoning of the subject parcel to allow for the improvements proposed in SE#19-02.

The applicant has been actively addressing the issues raised in the staff report and amending the application accordingly. The applicant notified staff that zoning modifications will be requested for both the landscape buffer requirements and the masonry wall screening requirements as part of PCA#19-01.

The PCA application will need to be re-advertised to include those modification requests. The applicant has not yet submitted revised application materials however staff was notified that a resubmission is expected prior to the deadline for the March Planning Commission meetings to give the additional time required for the applicant to prepare and re-submit revised application materials and the need to re-advertise the application.

Staff recommends the Special Exception application be continued to the March 25, 2019 Planning Commission public hearing.

12. COMMENTS FROM APPLICANT

There were no comments from the applicant.

13. COMMENTS FROM AUDIENCE

There were no comments from the audience.

14. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Regan, seconded by Vice Chair Burke and carried by a vote of 5-0. SE #19-02, 525 Grove Street, Virginia Dominion Energy Substation was **CONTINUED** to March 25, 2019 public hearing.

The vote was: Commissioners: Bouchard, Regan; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

15. APPLICATION FOR A SPECIAL EXCEPTION – SE #19-03, 281 Sunset Park Drive, to consider a special exception to allow a fitness facility. Fitness facilities may be permitted in this zoning district subject to the approval of a special exception.

Applicant: Kavitha Maddi & Yogender Rakasi. Business Entity: Koko FitClub Herndon. Property Owner: Skyvish Square, LLC.

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The purpose of this condition is to ensure compliance with condition “C” which limits the total number of clients, to six, between the hours of 8:00 a.m. through 6:00 p.m. on weekdays.

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The applicant has provided an example of the spreadsheet that they use to track the number of people who are attending the gym at different hours during the day. The only information on this spreadsheet is the date, time, and number of people who accessed the facility.

16. COMMENTS FROM APPLICANT

The applicant provided a brief overview of the fitness facility operations.

17. COMMENTS FROM AUDIENCE

There were no comments from the audience.

18. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Romeo, seconded by Vice Chair Burke and carried by a vote of 5-0. SE #19-03, 281 Sunset Park Drive was **APPROVED**. The vote was: Commissioners: Bouchard, Regan, Romeo; and Vice Chair Burke and Chair Jonas voting “Aye”.

Commissioners LeReche and Moses were absent.

**February 25, 2019
(public hearing)**

- 19. DEVELOPMENT PLAN – DP #17-01, 555 Herndon Parkway,** to consider an application for a Herndon Transit-Oriented Core (HTOC) Development Plan with proffered conditions to allow a mixed-use development located at 555 Herndon Parkway. Owner: 555 Herndon LLC. Representative: Frank J. Poli, Senior Vice President, Penzance Management, LLC. Agent: Kenneth W. Wire, Esq. Wire Gill, LLP.

~Note item continued from January 28, 2019 public hearing.

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Staff is recommending that the Planning Commission recommend approval of this application, DP#17-01 as provided in the attached resolution with recommendations regarding specific aspects of the proposed development.

20. COMMENTS FROM APPLICANT

Kenneth Wire, Esq. Wire Grill. LLP. and Mike Novotny, Penzance, provided comments to the Commissioners.

21. COMMENTS FROM AUDIENCE

There were no comments from the audience.

22. COMMENTS FROM THE PLANNING COMMISSIONERS

Vice Chair Burke inquired if development buildings would be built in sequential order and if there was a defined timeline and expressed concerns about the traffic impact.

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TOWN OF HERNDON, VIRGINIA

PLANNING COMMISSION

RESOLUTION

February 25, 2019

Resolution – Recommending approval of Development Plan, DP #17-01, 555 Herndon Parkway to the Town Council

WHEREAS, 555 Herndon LLC, the owners of 555 Herndon Parkway a parcel consisting of 4.3439 acres and identified as Fairfax County Tax Map Reference Number 0164-10-0002C, have submitted a development plan with proffered conditions to allow a mixed-use development with a maximum FAR of 4.3; and

WHEREAS, On January 28, 2019 the Planning Commission held a public hearing to consider DP #17-01, continuing that public hearing to February 25, 2019; and

WHEREAS, The Planning Commission has determined that the applicant has demonstrated that the plan adheres to applicable sections of the Town of Herndon Zoning Ordinance and Comprehensive Plan and Town of Herndon Zoning Ordinance, dependent upon a modification of tower separation requirements; and

WHEREAS, The Planning Commission has determined that the applicant has demonstrated that the requested modification of Section 78-50.8(g)(4)(a) for tower separation for buildings over 80 feet in height be reduced from 60 feet to not less than 55 feet because such modification will afford equal or greater assurances of meeting the goals of the Zoning Ordinance, as set out in the preamble of that ordinance, and the goals of the statement of intent of the PD-TOC Planned Development-Transit Oriented Core zoning district.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Herndon, Virginia that the Commission recommends to the Town Council of the Town of Herndon, Virginia approval of DP #17-01, 555 Herndon Parkway with the following amendments:

1. The applicant provides additional illustrative images and statements, regarding Herndon's unique identify, that typify physical elements and subject matter that can be incorporated into the development proposal during the site plan and Town of Herndon Architectural Review Board process.

**February 25, 2019
(public hearing)**

2. The applicant provides acceptable enhancements to the mid-block pedestrian entrances to heighten the sense of arrival and direction to include special pavement designs, architectural elements, signage and other focal points.

BE IT FUTHER RESOLVED that the Planning Commission of the Town of Herndon, Virginia hereby strongly encourages the staff, applicant and future owners and the Architectural Review Board to ensure adherence to the goals of the Herndon Transit-Oriented Core, as incorporated into the Comprehensive Plan, Zoning Ordinance and Urban Design and Architectural Guidelines, regarding the necessity for distinctive premier architecture and a unique sense of identity and a high level of quality in architecture, landscape architecture and urban design.

The Planning Commission, recognizing that the density of the proposed development must be supported by the incorporation of premier architecture and urban design, requests particular attention be paid to the creation of timeless architecture, podiums of durable materials exhibiting human scale, activation of ground floors through design, an interesting skyline with a variety of forms and heights, articulated massing, inclusion of exterior sustainable measures on rooftops and the ground plain, a rich palette of native plant material, inclusion of public art and the enhancement of exterior garage walls beyond mere screening but rather creative architectural measure that add to the visual experience of the Herndon Transit-Oriented Core.

On the motion of Vice Chair Burke, seconded by Commissioner Romeo and carried by a vote of 5-0. DP #17-01 555 Herndon Parkway, to consider an application for a Herndon Transit-Oriented Core (HTOC) Development Plan with proffered conditions to allow a mixed-use development located at 555 Herndon Parkway. **APPROVED.** The vote was: Commissioners: Bouchard, Regan, Romeo; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

23. ANNOUNCEMENT

Chair Jonas called a brief recess at 8:27 p.m. to 8:35 p.m.

24. TOWN OF HERNDON FY 2020 – FY 2025 CAPITAL IMPROVEMENT PROGRAM, to consider making a recommendation to the Town Manager on the draft FY 2020 – FY 2025 Capital Improvement Program.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, February 8, 2019 and February 15, 2019 issues.

Chair Jonas opened the public hearing. Dana Heiberg, Senior Planner provided a summarization of the staff report dated February 22, 2019 and PowerPoint presentation dated February 25, 2019.

**February 25, 2019
(public hearing)**

Mr. Heiberg reviewed with the Commissioners, the Town's Capital Improvement Program (CIP). The CIP is a financial planning document that establishes a six-year schedule for public improvements and serves as a companion policy document to the

Town of Herndon 2030 Comprehensive Plan, as well as the town's annual operating budget.

As allowed by the Code of Virginia, the Planning Commission will make a recommendation to the Town Manager regarding the CIP. This allows the manager to consider the commission's recommendation prior to recommending the budget and CIP to the Town Council.

Total Recommended CIP:	FY 2020	FY 2020 - FY2025*
1. General Fund Projects:	\$6,261,000	\$58,106,000
2. Golf Course Fund Projects:	\$ 0	\$ 1,108,000
3. Water and Sewer Fund Projects:	\$3,305,000	\$53,305,000
4. Downtown Parking Fund Projects:	\$1,000,000	\$ 3,600,000

*These totals include amounts in the Estimated Reserves column

The proposed CIP contains 50 projects for Fiscal Year 2010 through Fiscal Year 2025, consisting of 38 General Fund projects and 12 Enterprise Fund Projects. The three largest funding sources for General Fund projects are grants (\$26,777,000), General Obligation bond funding (\$17,210,000) and General Fund revenue (\$12,100,000).

Transportation project funding continues to be diverse and includes significant Virginia HB2313 funding. Two large street improvement projects are being designed and constructed by VDOT; the town is providing a small percentage of funding as shown on the General Fund summary sheet. The bulk of the project costs are detailed on the project sheets in coordination with the latest information from VDOT.

As in previous years, the proposed CIP as recommended to the Planning Commission may be subject to some adjustment when the Town Manager finalizes his annual budget and CIP recommendations to Town Council. The FY 2019 - FY 2024 CIP is available on the town website for comparison. It is generally similar; new General Fund projects are #34, Police Exterior Garage and #38, Traffic Signal at Herndon Centre.

Staff recommends approval of the draft CIP to the Town Manager.

25. COMMENTS FROM AUDIENCE

There were no comments from the audience.

26. COMMENTS FROM THE PLANNING COMMISSIONERS

On the motion of Commissioner Bouchard, seconded by Commissioner Romeo and carried by a vote of 5-0. TOWN OF HERNDON FY 2020 – FY 2025 CAPITAL IMPROVEMENT PROGRAM, to consider making a recommendation to the Town Manager on the draft FY 2020 – FY 2025 Capital Improvement Program; was

**February 25, 2019
(public hearing)**

APPROVED. The vote was: Commissioners: Bouchard, Regan, Romeo; and Vice Chair Burke and Chair Jonas voting "Aye".

Commissioners LeReche and Moses were absent.

ADJOURMENT

There being no further business, the meeting adjourned at 8:52 p.m.


C. Melissa Jonas, Chair
Planning Commission



**Lisa Webster
Clerk to the Planning Commission**

Minutes approved by the Planning Commission: 03-25-19