



PLANNING COMMISSION WORK SESSION AGENDA

Town Council Chambers Building
765 Lynn Street, Herndon, VA 20170

Monday, June 9, 2025 | 7:00 PM

- 1. Call to Order**
- 2. Public Hearings**
 - a. ZONING ORDINANCE TEXT AMENDMENT ZOTA #25-01 - PD - TRG2 - Planned Development - Transit Related Growth Low Density Residential and Low Impact Commercial.
- 3. New Business**
 - a. Discussion - Comprehensive Plan
- 4. Comments**
 - a. Comments from the Staff Members
 - b. Comments from the Commissioners
- 5. Adjournment**

Agenda Item: ZONING ORDINANCE TEXT AMENDMENT ZOTA #25-01 - PD - TRG2 - Planned Development - Transit Related Growth Low Density Residential and Low Impact Commercial.

Meeting Date: June 9, 2025

Category: Public Hearings

Prepared by: David Stromberg, Zoning Administrator

Description:

Below is a list of comments received from property owner representatives and the planning commission and the staff response.

1. Line 55: Consider live/work units and low impact commercial uses as allowed uses.

- Staff supports this and will draft a definition of live/work unit (does not currently exist in the zoning ordinance) and amend the use table to include some low impact commercial uses.

2. Line 90: Increase the maximum height to 60 feet.

- Staff supports a maximum height of 60 feet, provided the 60-foot setback provision is maintained. This preserves a 1-to-1 ratio of height to setback from the adjacent, existing single-family neighborhoods.

3. Line 95: Reduce the required setback to 50 feet.

- Staff does not support this change. Best practice is for a building setback to be greater than a landscape setback. Allowing a landscape buffer to directly abut a row of townhouses will create future maintenance problems for the homeowners as the trees mature. There is a situation in town where mature buffer trees have been removed by an association due to the trees growing into the units. This has resulted in enforcement action, and significant disagreements between neighbors and between the association.

4. Line 98: Reduce the setback from 8 feet to 5 feet along public rights-of-way.

- Staff supports this change.

5. Line 131: Allow HVAC units on the ground for upper level units and eliminate the screening requirement when not visible from the right-of-way.

- Staff supports allowing upper-level HVAC units on the ground, provided they are located in the rear. Staff maintains that a screening requirement provides an overall benefit to the community and should not be limited to units that are visible from a public-right-of-way. The Park Place development utilizes screening that is easily removable for service to the units.

6. Lines 147-157: Allow utilities in the landscape buffer and reduce the amount of required plantings in the buffer.

- The zoning ordinance prohibits utilities in the landscape buffer in all other zoning districts except to cross the buffer perpendicularly. Deviating from this would allow a lower standard in this zoning district than the rest of the town. Allowing utilities to be parallel in the buffer may result in destruction of the buffer during maintenance.
- Staff agrees that the proposed planting standard may be too intensive for this district and will provide revised language with a reduced planting standard.

Background:

The public hearing for this zoning ordinance text amendment was opened on April 28, 2025, and remains open while staff has been evaluating public comments that have been submitted.

Fiscal Impact:

N/A

Staff Recommendation/Next Steps:

Provide guidance to staff so that a revised draft can be presented and voted on at the June 23, 2025, public hearing.

Attachments:

1. PD-TRG2 Draft Ordinance

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

ORDINANCE

_____, 2025

Ordinance - to amend Chapter 78 (ZONING), Article II (Zoning Districts), by amending Table 78-20.1 (Base Zoning Districts); Article V (Planned Development Districts), by adding a new Section 78-51.3, PD-TRG2 (Planned Development – Transit Related Growth 2 – Low Density Residential and Low Impact Commercial); and Article VII (Use Regulations), by amending Table 78-70.2(d) (Table of Permitted and Allowed Uses); and Article VII (Accessory Uses), by amending Table 78-80.2(c) (Table of Permitted and Allowed Accessory Uses and Structures); and Article X (Parking, Loading, and Circulation), by amending Section 78-100.2(e) (Minimum Off-Street Parking Standards); and Article XIV (Signs) by amending Table 78-141.2 (Sign Standards for Multi-family Districts); and other articles or sections as deemed necessary and appropriate to create a new zoning district to implement the recommendations and standards of the Transit Related Growth Small Area Plan.

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

1. The following sections or provisions of Chapter 78, (ZONING) of the Herndon Town Code (2000) are amended and re-ordained as follows.

CHAPTER 78 (ZONING)

ARTICLE II. – ZONING DISTRICTS

Section 78-20.1. – Establishment of base zoning districts.

The base zoning districts established in this chapter are shown in Table 78-20.1: Base Zoning Districts.

TABLE 78-20.1: BASE ZONING DISTRICTS	
Abbreviation	District Name

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Planned Development Districts	
PD-R	Planned Development - Residential
PD-B	Planned Development - Business
PD-W	Planned Development - Worldgate
PD-D	Planned Development - Downtown
PD-TD	Planned Development - Traditional Downtown
PD-TOC	Planned Development - Transit Oriented Core
PD-UR	Planned Development – Urban Residential
PD-TRG1	Planned Development – Transit Related Growth Mixed Use, Medium Density Residential, and Office
PD-TRG2	Planned Development – Transit Related Growth Low Density Residential and Low-Impact Commercial

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ARTICLE V. – PLANNED DEVELOPMENT DISTRICTS

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Section 78-51.3. - PD-TRG2 - Planned Development – Low Density Residential and Low Impact Commercial.

- (a) Administration. The provisions of this section pertain to development within the 94-acre area designated as the Transit Related Growth Area (TRG) within the Comprehensive Plan (CPA #23-01). Where there may be conflicts between this article and general zoning, subdivision, or other regulations, or requirements, the regulations of this article shall apply. The zoning administrator shall determine questions of whether or not other sections of this chapter apply. All future development of properties within the Transit Related Growth Area Low Density Residential/Low Impact Commercial areas shall conform to the standards contained in this section. Applicants may seek modifications pursuant to Section 78-50.2, provided it furthers the goals of the TRG Small Area Plan.
- (b) Purpose and intent. The intent of the PD-TRG2 district is to implement the recommendations of the Low Density Residential/Low Impact Commercial areas identified in the TRG small area plan. Applications for zoning map amendments and

33 generalized development plans implement the public and private road connections
 34 and parks and civic space identified in the TRG small area plan.

35 (c) A PD-TRG2 district may only be established in areas identified as Low Density
 36 Residential/Low Impact Commercial within the TRG Land Use Plan.

37 (d) Principal uses. Table 78-51.3 (d)(3) lists allowable principal uses in the PD-TRG2
 38 district. There may be additional regulations in this chapter and in the Herndon Town
 39 Code that apply to specific principal uses in the PD-TRG2 district. It is the applicant's
 40 responsibility to ensure that all published rules, regulations, and standards have
 41 been addressed in any application submitted for development approval. Definitions
 42 for uses and terms in this section may be found in Article XVIII. Other uses not listed
 43 on the following table are not allowed in the PD-TRG2 district unless determined by
 44 the zoning administrator to be similar to a permitted use in accordance with
 45 provisions for unlisted uses, section 78-70.1(f).

46 (1) "Z" allowable uses. For properties without an existing PD-TRG2 designation, a
 47 "Z" in a cell indicates that a use type may be allowed in the PD-TRG2 district,
 48 provided a zoning map amendment is approved by the town council. For
 49 properties with an approved zoning map amendment to the PD-TRG2 district,
 50 a "Z" use is allowed by-right, provided that the use does not violate any of the
 51 proffers of an approved zoning map amendment.

52 (2) "S" special exception uses. An "S" in a cell indicates that a use type is permitted
 53 by special exception, provided that the use does not violate any of the proffers
 54 of an approved zoning map amendment.

55 (3) Table of principal permitted and allowed uses in the PD-TRG2 district.

Table 78-51.3(d)(3): Allowable Uses in PD-TRG2
KEY: Z=Allowable on properties with an approved Zoning Map Amendment,
Provided That The Use Does Not Violate Existing Proffers S=Use Allowed Subject to
Special Exception, Provided That The Use Does Not Violate Existing Proffers;
 Uses may be subject to use specific standards as noted in the last column

USE CATEGORY	USE TYPE	PD-TRG2	See Supplemental Regulations
Residential	Townhouse Dwelling	Z	§78-71.1
	Stacked Townhouse	Z	§78-71.1
	Multi-Family Dwelling	Z	§78-51.3(d)(3)(a)
	Housing for the Elderly	Z	§78-51.3(d)(3)(a)
	Assisted Living for the Elderly and Persons with Disabilities	Z	§78-51.3(d)(3)(a)
Government Facilities	Government Buildings, Facilities and Uses not Otherwise Categorized	Z	§78-71.3
	Police Substation	Z	§78-71.3

56 a. Multi-family dwellings, housing for the elderly, or assisted living for the
 57 elderly and persons with disabilities may only be permitted in the PD-

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TRG2 district when rezoning from a PD-B district. No Multifamily dwelling shall be within 250 feet of any parcel improved with or zoned for single family detached residential land uses.

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(e) Accessory uses and structures. Table 78-51.3 (e)(3) lists allowable accessory uses in the PD-TRG2 district. There may be additional regulations in this chapter and in the Herndon Town Code that apply to specific accessory uses in the PD-TRG2 district. It is the applicant’s responsibility to ensure that all published rules, regulations, and standards have been addressed in any application submitted for development approval. Definitions for uses and terms in this section may be found in Article XVIII. Other uses not listed on the following table are not allowed in the PD-TRD2 district unless determined by the zoning administrator to be similar to a permitted use in accordance with provisions for unlisted uses, section 78-70.1(f).

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(1) "Z" allowable accessory uses. For properties without an existing PD-TRG2 designation, a "Z" in a cell indicates that a use type may be allowed in the PD-TRG2 district, provided a zoning map amendment is approved by the town council. For properties with an already approved zoning map amendment to the PD-TRG2 district, a "Z" use is allowed by-right, provided that the accessory use does not violate any of the proffers of an approved zoning map amendment. Permitted accessory uses are subject to all other applicable regulations of this chapter, including those set forth in Article VIII, Accessory Use Regulations.

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(2) "S" special exception uses. An "S" in a cell indicates that an accessory use type is permitted by special exception, provided that the use does not violate any of the proffers of an approved zoning map amendment.

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(3) Table of permitted and allowed accessory uses in the PD-TRG2 district.

Table 78-51.2(e)(3): Allowable Accessory Uses in PD-TRG2. KEY: Z=Allowable on Properties with an Approved Zoning Map Amendment, Provided That the Use Does Not Violate Existing Proffers; S=Use Allowed Subject to Special Exception Approval, Provided That the Use Does Not Violate Existing Proffers;		
Uses may be subject to use specific standards as noted in the last column		
ACCESSORY USE	PD-TRG2	Supplemental Use Regulations
Antennae co-location	Z	§78-80.4(c)
Parapets, Penthouses for Equipment and Other Roof Structures	Z	§78-80.3(d)
Short-Term Rental	Z	§78-80.4(u)
Features such as fences, walls, retaining walls, gate houses, trash enclosures, refuse containers, screening enclosures, storage sheds, and swimming pools	Z	§78-80.3(c) §78-21(f)

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(f) Dimensional standards.

- 85 (1) Minimum lot size. There is no minimum project area and no minimum lot
86 size for individual townhouse lots.
- 87 (2) Maximum density. There is no maximum density when the proposal
88 implements the site-specific guidelines and facilities identified in the TRG
89 small area plan.
- 90 (3) Building heights. The maximum building height is 40 feet, exclusive of
91 rooftop penthouses, trellises, or similar features.
- 92 (4) Private mews. Mews shall contain the following amenities as shown on
93 page 71 of the TRG Small Area Plan, including front yard, pedestrian
94 circulation, landscaping, site furnishings, and pedestrian activities zone.
- 95 (5) There shall be a minimum 60-foot building setback from any existing
96 property zoned for single family residential.
- 97 (6) There shall be a minimum 10-foot separation between buildings.
- 98 (7) There shall be a minimum 5-foot separation from the edge of streetscape on
99 private streets to buildings and an 8-foot setback from the edge of public
100 rights-of-way.
- 101 (g) Streetscape Design. Public and private streets and streetscapes shall contain the
102 elements identified in the Transportation Network section of the TRG Small Area
103 Plan, including, but not limited to pedestrian circulation areas, landscape areas, and
104 areas for an off-street two-way cycle track, where applicable. The design and
105 construction of the elements not specified in this chapter shall be in accordance with
106 the Town of Herndon Streetscape Manual. Existing and proposed utilities shall be
107 relocated if any conflicts with the streetscape designs are identified in the
108 Generalized Development Plan or site plan.
- 109 (h) Parks in PD-TRG2. A minimum of 15 percent of the gross land area shall be set
110 aside as publicly accessible park or playground. The location and design of the
111 required park space(s) shall match the Recreation and Open Space Design section
112 shown on pages 61-65 of the TRG Small Area Plan to the greatest extent
113 practicable.
- 114 (1) For sites where the TRG Small Area Plan shows a publicly accessible park,
115 the land may be dedicated to the town or held in private ownership with public
116 easements.
- 117 (2) For sites where the TRG Small Area Plan does not show a publicly
118 accessible park, off-site improvements to park facilities within the TRG Small
119 Area Plan may be used as an option to meet the 15 percent requirement.
- 120 (i) Site planning and building design in PD-TRG2. The following standards apply to
121 sites and buildings within the PD-TRG2 district:

- 122 (1) Mews. Mews shall contribute to walkability within the site and to adjacent sites.
- 123 (2) Garage Location. Garages shall be rear loaded.
- 124 (3) Building materials. Building materials shall comply with the TRG Small Area
125 Plan.
- 126 (4) Mechanical Features. Gas and electric meters and other similar devices
127 normally attached to the outside wall of the premises which they serve may
128 continue to be installed to the wall. HVAC (Heating, Ventilation, and Air
129 Conditioning) equipment are subject to the following:
- 130 a. HVAC equipment shall be located on the roof of townhouses.
- 131 b. HVAC equipment for upper level stacked townhouses shall be located on
132 the roof. Lower level units may have HVAC equipment on the ground, only
133 if located in the rear of the building and screened by an enclosure.
- 134 (5) Low Impact Development. Development sites shall incorporate low impact
135 development measures as shown on page 65 of the TRG Small Area Plan.
- 136 (6) Massing and Architectural Design. Massing and architectural design shall be
137 in accordance with the TRG Small Area Plan with the Architectural Review
138 Board reviewing and evaluating compliance with the architectural and
139 contextual components of the TRG Small Area Plan prior to a public hearing
140 by the planning commission.
- 141 (7) Interim Uses. Interim uses may be established for long-term phased
142 development as part of a zoning map amendment submission. Interim uses
143 and improvements shall be shown on a phasing sheet within the Generalized
144 Development Plan and all interim uses are subject to the town's administrative
145 site plan ordinances.
- 146 (j) Landscape Requirements.
- 147 (1) A minimum 50-foot landscaped area is required from the parcel line of any
148 property zoned or used for single family residential. Utilities are not permitted
149 in the landscaped area unless no reasonable alternative exists. When utilities
150 and other easements must intrude into the required buffer, they shall run
151 perpendicular to the property line. The amount of landscaping material within
152 the buffer shall be 1 canopy tree per 10 linear feet, 2 evergreen trees per 10
153 linear feet, and 1 ornamental tree per 10 linear feet. Non-invasive vegetation
154 shall be preserved to the extent practicable and credited toward meeting the
155 vegetation requirement, as determined by the Town Arborist. This area shall
156 not count towards publicly accessible park space required in Section 78-
157 51.3(h).

158 (2) A 6-foot-tall fence shall be installed at the parcel line of any property zoned or
 159 used for single family residential and a new residential use.

160 (3) A 6-foot-tall wall shall be installed at the parcel line of any property zoned or
 161 used for single family residential and a new nonresidential use.

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163 **ARTICLE VII. – USE REGULATIONS**

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165 **Table 78-70.2 – Table of principal permitted and allowed uses.**

Table 78-70.2(d): TABLE OF PERMITTED AND ALLOWED USES KEY: P=Use Permitted By Right; S=Use Allowed Subject to Special Exception Approval; Z=Use Allowed Subject to Zoning Map Amendment Approval														
General Notes: 1. A blank cell means the use is prohibited in the district. 2. Uses may be subject to use specific standards as noted in the last column. 3. Any principal use allowed or permitted by right in this table is permitted by special exception in the Floodplain Overlay District, subject to section 78-60.2 .														
District Specific Notes: * Uses in the PD-TD and PD-D districts are subject to specific comprehensive plan policies, design objectives and/or site standards. See additional regulations in section 78-50.5 for the PD-D District and section 78-50.6 for the PD-TD District. ** For Permitted Uses in PD-TOC see section 78-50.7 ; For Permitted and Allowed Uses in PD-W see section 78-50.8 .														

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USE CATEGORY	USE TYPE	Residential Districts				Business Districts				Planned Development District				Suppl Req.	
		R15	R10	R TC	RM	CC	CS	CO	O& LI	PD-R	PD-B	PD-TD PD-D	PD-UR	PD-TOC PD-W, PD-TRG1, PD-TRG2	See Section

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169 **ARTICLE VIII. – ACCESSORY USES**

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Section 78-80.2 – Table of permitted and allowed accessory uses and structures.

Table 78-80.2(c): TABLE OF PERMITTED AND ALLOWED ACCESSORY USES & STRUCTURES														
KEY: P=Use Permitted By Right; S=Use Allowed Subject to Special Exception Approval; Z=Use Allowed Subject to Zoning Map Amendment Approval														
Notes: 1. A blank cell means the use is prohibited in the district; 2. Uses may be subject to use specific standards noted in the last column. ** For Permitted Accessory Uses in PD-TOC see section 78-50.7; For Accessory Uses Permitted and Allowed in PD-W see section 78-50.8														
ACCESSORY USE	Residential Districts				Business Districts				Planned Development District			Suppl Reqs.		
	R 15	R 10	R TC	RM	CC	CS	CO	O&LI	PD-R	PD-B	PD-TD PD-D	PD-UR	PD-TOC PD-W, PD-TRG1, PD-TRG2	See Section

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Section 78-80.3 (d) - Accessory structure standards.

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(d) *Architectural and mechanical features (such as parapets, penthouses for equipment, flagpoles, chimneys, skylights, steeples and other roof structures), in all districts. Parapets, penthouses for equipment such as elevators, stairways, tanks, ventilating fans or similar equipment required to operate and maintain the building, flagpoles, chimneys, skylights, steeples and other roof structures are permitted as features accessory to the principal structure, and subject to the following:*

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- 184 (1) *No additional floor area.* Such features shall not be used for providing
 185 additional floor area;
- 186 (2) *Concealment.* Equipment shall be concealed by exterior material of
 187 the same type as that used in the exterior walls of the principal
 188 structure;
- 189 (3) *Height limit.* Features **on noncommercial structures** shall not exceed
 190 25 feet over the prescribed height limit in the zoning district in which
 191 the principal structure is located **and features on residential structures**
 192 **shall not exceed 12 feet over the prescribed height limit in the zoning**
 193 **district in which the principal structure is located;** and
- 194 (4) *Noise.* Equipment noise shall be contained or managed so as to
 195 minimize its off-site effect.

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197 **ARTICLE X. – PARKING, LOADING AND CIRCULATION**

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199 **Section 78-100.2(e) – Minimum off-street parking standards.**

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201 (e) *Minimum number of parking spaces required in PD-TRG1 and PD-TRG2 zoning*
 202 *districts.* Unless otherwise expressly stated in this chapter, off-street parking
 203 spaces in the PD-TRG1 **and PD-TRG2** zoning districts shall be provided in
 204 accordance with Table 78-100.2(e): Minimum Off-Street Parking Standards,
 205 below:

Table 78-100.2(e): MINIMUM OFF-STREET PARKING IN THE PD-TRG1 AND PD-TRG2 DISTRICTS		
USE	REQUIRED NUMBER OF CAR SPACES	REQUIRED NUMBER OF BICYCLE PARKING
Townhouse Dwellings and Stacked Townhouse Dwellings	2 spaces per dwelling unit	1 space per every 10 units, to be located on common area.
Multifamily Residential	1.25 spaces per dwelling unit; may be reduced to 1 space per dwelling unit for properties located within 0.25 miles of	1 space per every 5 units

	the Herndon Metro Station and the submission of a Transportation Demand Management Plan.	
Non-residential uses	1 space per 500 square feet of gross floor area	

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208 **ARTICLE XIV. - SIGNS**

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210 **Section 78-141.2 – Sign standards for multi-family districts.**

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TABLE 78-141.2;
SIGN STANDARDS FOR MULTI-FAMILY RESIDENTIAL RTC, RM, PD-UR, AND PD-TRG2 DISTRICTS

Type	Freestanding	Wall	Temporary
Number	1 per public street frontage per development	1 per public street frontage per development	1 per street frontage
Size	24 SF Max.	24 SF Max.	24 SF Max.
Height	6' Max.	None	If freestanding: 6' Max.

Location	5' Min. from ROW; outside of sight distance triangle; on common/association ownership property	No more than 10' high on building when fronting residential; 20' otherwise	If freestanding: 5' from ROW; if wall: No more than 10' high on building
Illumination	Internal halo-lit or external	Internal halo-lit or external	None
Duration	Unlimited	Unlimited	60 Days

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Sec. 78-141.7. – Sign standards for planned development – Urban residential (PD-UR)
district. ~~Reserved.~~

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Type	Freestanding	Temporary
Number	1 per street frontage	1 per street frontage
Size	24 SF Max.	12 SF Max.
Height	6' Max.	If freestanding: 6' Max
Location	5' Min. from ROW	If freestanding: 5' from ROW; if wall: No more than 10' high on building
Illumination	Halo-lit or Indirect Lit	None
Duration	Unlimited	60 Days

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

Agenda Item: Discussion - Comprehensive Plan

Meeting Date: June 9, 2025

Category: New Business

Prepared by: Lisa Gilleran, Director of Community Development

Description:

The intent of this discussion item is to familiarize the Planning Commission with the current status of the 2050 Comprehensive Plan and Market Study and Economic Development Strategy Project. A general description of the anticipated process and timeline will be provided, as well as a brief overview of the topics that will be addressed in the 2050 Comprehensive Plan.

Background:

Section 15.2-2223 of the Code of Virginia requires all jurisdictions to prepare and adopt a comprehensive plan. The Code states: *"In the preparation of a comprehensive plan, the [planning] commission shall make careful and comprehensive survey and studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants...."*

As we approach its horizon year, the current Town of Herndon 2030 Comprehensive Plan is quickly becoming obsolete as a long-range planning document. Although updates have occurred, including some small area plans, the 2030 Comprehensive Plan is not aligned with current conditions and anticipated and desired future conditions.

Comprehensive plans today incorporate a much broader view of needs and conditions, including factors such as fiscal and environmental sustainability, equity, and potential development-based methods for improving public health.

Consultant selection is currently underway and an award of contract is anticipated this summer.

Fiscal Impact:

The combined 2050 Comprehensive Plan and Market Study and Economic Development Strategy is anticipated to cost approximately \$1.1 million. In 2023, the Town applied for and received a \$720,000 Rebuilding American Infrastructure with Sustainability and Equity [RAISE] grant from the U.S. Department of Transportation. The additional funds have been identified by the Town's Department of Finance.

Staff Recommendation/Next Steps:

This is a discussion item and no action is anticipated.

Attachments:

None