



TOWN COUNCIL REGULAR MEETING AGENDA

Herndon Council Chambers
765 Lynn Street, Herndon, VA 20170

Tuesday, August 25, 2026 | 7:00 PM

1. Call to Order

2. Pledge of Allegiance to the Flag of the United States of America

3. Presentations/Reports/Comments

- a. Town Manager Report
- b. Councilmember Comments

4. Comments from the Audience

Members of the public may, for one 3-minute period, provide public comments, requests, consent or general item comments, and comments on matters not included on the agenda.

5. Public Hearings

- a. Resolution 26-G-46 to approve an additional \$200 fine for a speeding zone on Dranesville Road between Herndon Parkway and Park Avenue in the Town of Herndon, Virginia, pursuant to Code of Virginia §46.2-878.2 and Herndon Town Code Sec. 42-4(b) (Compliance with chapter; penalty for violation of chapter)

6. General

- a. Resolution 26-G-47 to authorize the Board of Supervisors of Fairfax County to acquire property rights for a public purpose on two privately owned parcels within the corporate limits of the Town of Herndon, which property is needed for construction of the Crestview Drive Walkway Project administered by Fairfax County, Virginia

7. Consent

- a. Ordinance 26-O-21 to amend Chapter 14 (Businesses), Article III. (Peddlers, Solicitors, Canvassers), Sec. 14-66 (Registration), to update permit registration requirements

- b. Resolution 26-G-48 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-05 to amend Chapter 78 (ZONING), Article VI (Overlay Districts), Section 78-60.3 (Historic District Overlay (HDO)) to clarify the existing language providing the ability of the Historic District Review Board (HDRB) to grant setback reductions to certain properties within the HDO, to allow the HDRB to grant greater setback reductions than what is currently permitted under this section when appropriate with certain standards within the HDO, and clarify that the setback reduction process is separate and exempt from the Certificate of Appropriateness requirement
- c. Resolution 26-G-49 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-07 to amend Chapter 78 (ZONING), Article VII (Use Regulations), Section 78-71.1 (Residential Use Category) and Section 78-71.4 (Institutional and Community Service Use Category), to update sections for conformance with the Code of Virginia regarding affordable housing and religious organizations and other tax-exempt properties
- d. Resolution 26-G-50 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-08 to amend Chapter 78 (ZONING), Article X (Parking), Section 78-100.2 (Minimum off-street parking and loading standards) and Section 78-100.8 (Parking alternatives), to update sections for conformance with the Code of Virginia regarding minimum off-street parking requirements
- e. Resolution 26-G-51 to amend Resolution 25-G-40, to increase the funding request for the application submitted to the Virginia Department of Transportation (VDOT) for the Allocation of FY2029 and FY2030 Revenue Sharing Funds for the 'Locust Street ADA Sidewalk Improvements' project (UPC 125749) and increase the amount of the Town's local match.
- f. Approval of the July 14, 2026, Town Council Work Session Minutes
- g. Approval of the July 28, 2026, Town Council Regular Meeting Minutes

8. Adjournment

Interpretación en Español está disponible en esta sesión.

Agenda Item: Resolution 26-G-46 to approve an additional \$200 fine for a speeding zone on Dranesville Road between Herndon Parkway and Park Avenue in the Town of Herndon, Virginia, pursuant to Code of Virginia §46.2-878.2 and Herndon Town Code Sec. 42-4(b) (Compliance with chapter; penalty for violation of chapter)

Meeting Date: August 25, 2026

Category: Public Hearings

Prepared by: Mike Shindledecker, Transportation Engineer

Description:

This resolution approves the establishment of a higher fine zone for speeding along Dranesville Road between Herndon Parkway to the north and Park Avenue to the South. This higher fine zone is in response to community concerns and a measured history of vehicular speeding in excess of the posted 25 mph speed limit. Fines for speeding at this location would consist of \$200 in addition to any other fine allowable by law. No portion of this additional \$200 fine can be suspended unless the court orders 20 hours of community service.

Background/Timing Impact:

The segment of Dranesville Road between Park Avenue and Herndon Parkway demonstrates a consistent history of vehicular operating speeds in excess of the posted 25 mph speed limit. Traffic speed data collected by the Department of Public Works for the period of October 20 through October 24, 2025, documented 85th percentile speeds of 35 miles per hour in both the northbound and southbound directions on Dranesville Road between 3rd Street and Worchester Street. The Town of Herndon's *Traffic Calming and Crosswalk Standards* identify an 85th percentile speed that exceeds the posted speed limit by 10 mph as an indicator that traffic calming may be appropriate.

Several traffic calming strategies have been employed over the past few years, including road reconfiguration, additional safety signage, and speed feedback signs. Given the segment's location between Herndon Elementary School and Herndon High School, the provision of bicycle lanes in either direction, frequent pedestrian use, the presence of bus stops, and limited effectiveness of previous traffic calming strategies, the town's Traffic Engineering Improvement Committee (TEIC) recommends the use of stronger enforcement penalties for this location. This action is supported by TEIC members, including town staff from the departments of Community Development, Police, and Public Works.

The Herndon Town Council is authorized under Code of Virginia §46.2-878.2 to impose an additional \$200 fine for speeding in a residence district when appropriately placed signs display the maximum speed limit and the penalty for violations. Town Code Sec. 42-4 provides that the Town Council may establish increased penalty zones for certain traffic violations by resolution adopted after a public hearing.

If approved, the higher fine zone would become effective immediately. The higher fine zone would not become enforceable until appropriate signage is installed. Department of Public Works staff will order the appropriate signage following adoption and install when equipment is available. Following the placement of signage, Herndon Police will conduct an educational enforcement campaign for approximately one month after which regular enforcement will resume.

Strategic Focus Area:

Secure and Interconnected Community

Fiscal Impact:

N/A

Legal Impact:

This resolution enables the punishment of traffic speeding infractions with a fine of \$200 in addition to other penalties provided by law. Furthermore, no portion of the fine shall be suspended unless the court orders 20 hours of community service. The additional \$200 fine cannot be imposed until appropriately placed signs displaying the maximum speed limit and the additional penalty for violations have been installed.

Staff Recommendation/Next Steps:

Staff recommends approval of the resolution as proposed.

Attachments:

1. Resolution (Proposed)
2. Dranesville Traffic Calming Memo
3. Presentation
4. Legal Advertisement

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

AUGUST 25, 2026

Resolution- to approve an additional \$200 fine for speeding zone on Dranesville Road between Herndon Parkway and Park Avenue in the Town of Herndon, Virginia, pursuant to Code of Virginia §46.2-878.2 and Herndon Town Code Sec. 42-4(b) (Compliance with chapter; penalty for violation of chapter).

Dranesville Road between Herndon Parkway and Park Avenue is in a residential district with a posted speed limit of 25 miles per hour and serves residential driveways, bicycle facilities, pedestrian travel, and connections to Herndon Elementary School and Herndon High School. Traffic speed data collected by the Department of Public Works for the period of October 20 through October 24, 2025, documented 85th percentile speeds of 35 miles per hour in both the northbound and southbound directions on Dranesville Road between 3rd Street and Worchester Street.

The Town of Herndon's *Traffic Calming and Crosswalk Standards* identify an 85th percentile speed that exceeds the posted speed limit by 10 mph as an indicator that traffic calming may be appropriate. However, the street's function as a school and transit bus route, bicycle facility, and major collector limits the range of appropriate traffic calming options.

Town staff have determined that the documented speeds, school access, pedestrian and bicycle activity, roadway classification, and physical constraints on additional traffic calming measures support the establishment of an additional fine zone as a non-physical traffic calming measure. Additionally, the town's Traffic Engineering Improvement Committee (TEIC) recommends the use of stronger enforcement penalties for this location.

The Herndon Town Council is authorized under Code of Virginia §46.2-878.2 to impose an additional \$200 fine for speeding in a residence district when appropriately placed signs display the maximum speed limit and the penalty for violations. Town Code Sec. 42-4 provides that the Town Council may establish increased penalty zones for certain traffic violations by a resolution adopted after public hearing.

An enhanced \$200 fine for a speeding zone will provide a stronger deterrent against speeding and non-compliance in these areas, thereby promoting the safety of pedestrians, cyclists, and motorists. The Town Council finds that establishing such a zone is in the best interest of the public and is consistent with the Town's policy and goals for traffic safety.

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

1. An enhanced \$200 fine zone is hereby established on Dranesville Road between Herndon Parkway and Park Avenue in accordance with Code of Virginia §46.2-878.2 and Town Code Sec. 42-4.
2. The Town Manager or the Town Manager's designee is authorized and directed to erect and maintain appropriate signage notifying motorists of the additional \$200 fine for violations occurring within the designated zone prior to enforcement.
3. This resolution shall take effect immediately upon adoption.

MEMORANDUM

To: Dan Hoffman
Town Manager

From: John Irish
Deputy Director of Public Works - Engineering

Date: April 3, 2026

Subject: Speed Limit Compliance on Dranesville Road
Higher Fine Zone between Park Avenue and Herndon Parkway

Introduction

In August 2025 a resident submitted a complaint for perceived unsafe traffic conditions in the 700 block of Dranesville Road, between Park Avenue to the south and Herndon Parkway to the north. The complaint cited increased traffic volume in recent years and vehicle speeds in excess of posted speed limits creating an unsafe environment for pedestrians and bicyclists.

The subject segment of Dranesville Road has a 25 mph posted speed limit. It consists of one vehicle and one dedicated bicycle lane in each direction, separated by a landscaped median. The subject segment of Dranesville Road also serves as a connection route to both Herndon Elementary School and Herndon High School. The road is classified as a major collector and serves residential driveways directly.

Background

A cross-section reconfiguration reduced the number of lanes from 4 vehicular lanes to 2 vehicular and 2 bicycle lanes in approximately 2011. This effort was completed under a Safe Routes to School project.

The Traffic Engineering Improvement Committee (TEIC) has previously processed a complaint regarding traffic speed in the vicinity of the current request. In May 2022, the same resident (as the current complaint) requested speed feedback signs be installed along Dranesville Road. Electronic speed feedback signs were installed at two locations:

- Northbound, north of Worchester Street
- Southbound, south of 3rd Street

Note that data collected in 2020 indicated that 85th percentile speeds supported traffic calming along Dranesville Road (measured 85th percentile speeds more than 10 mph above the posted speed limit).

See **Attachment 1** for the location of existing speed limit and speed feedback signs.

Analysis

Department of Public Works staff routinely collect traffic volumes along Dranesville Road between Herndon Parkway and 3rd Street (approximately biennially). Data indicates a reduction in total traffic volume between 2016 (7,860 daily vehicles) to 2026 (7,177 vehicles). Given the classification and relative network connectivity of Dranesville Road, **traffic volume is consistent with expected daily totals**.

For the period of October 20-24, 2025, Department of Public Works staff conducted continuous traffic speed and volume collection on Dranesville Road between 3rd Street and Worchester Street. The following data was collected:

- Northbound: 85th percentile speed: 35 mph
- Southbound: 85th percentile speed: 35 mph

Throughout the day, speeds were 1-2 mph higher outside of school travel periods but remained mostly consistent regardless of time of day. Note that data indicates that vehicular 85th percentile speeds have declined 2-3 mph since the installation of electronic speed feedback signs.

Staff observations occurred on November 3, 2025 during school travel time. Pedestrians and bicyclists were observed to use facilities along Dranesville Road, primarily for access to Herndon High School and Herndon Elementary School. Vehicle behaviors appeared appropriate and trips primarily occurred through the study area.

Herndon Police Department (HPD) performs enforcement activities along this section of Dranesville Road, though the median and intersection configurations of the roadway makes speed enforcement more challenging to perform. School congestion also reduces the need for vehicular speed enforcement during school arrival and dismissal periods.

Policy

The Town of Herndon's *Traffic Calming and Crosswalk Standards* states that an 85th percentile speed 10 mph in excess of posted speeds indicates that traffic calming may be appropriate at a location. Despite this threshold being met by field data, the designation of Dranesville Road as a bus route (school and transit), bicycle facility, and major collector limit the options available for traffic calming.

Vehicle speed data before and after the 2022 speed feedback sign installation indicate some improvement in speed limit compliance without installation of physical traffic calming (speed bumps, curb extensions, etc.). Staff recommend additional non-physical traffic calming to further improve speed limit compliance without imposing limitations on bus and bicycle traffic. Discussions between DPW and HPD staff suggest that an increase in speeding fines coupled with seasonal enforcement activity may help to further improve speed compliance rates during transitional/high activity times such as the beginning of the school year or beginning of Spring.

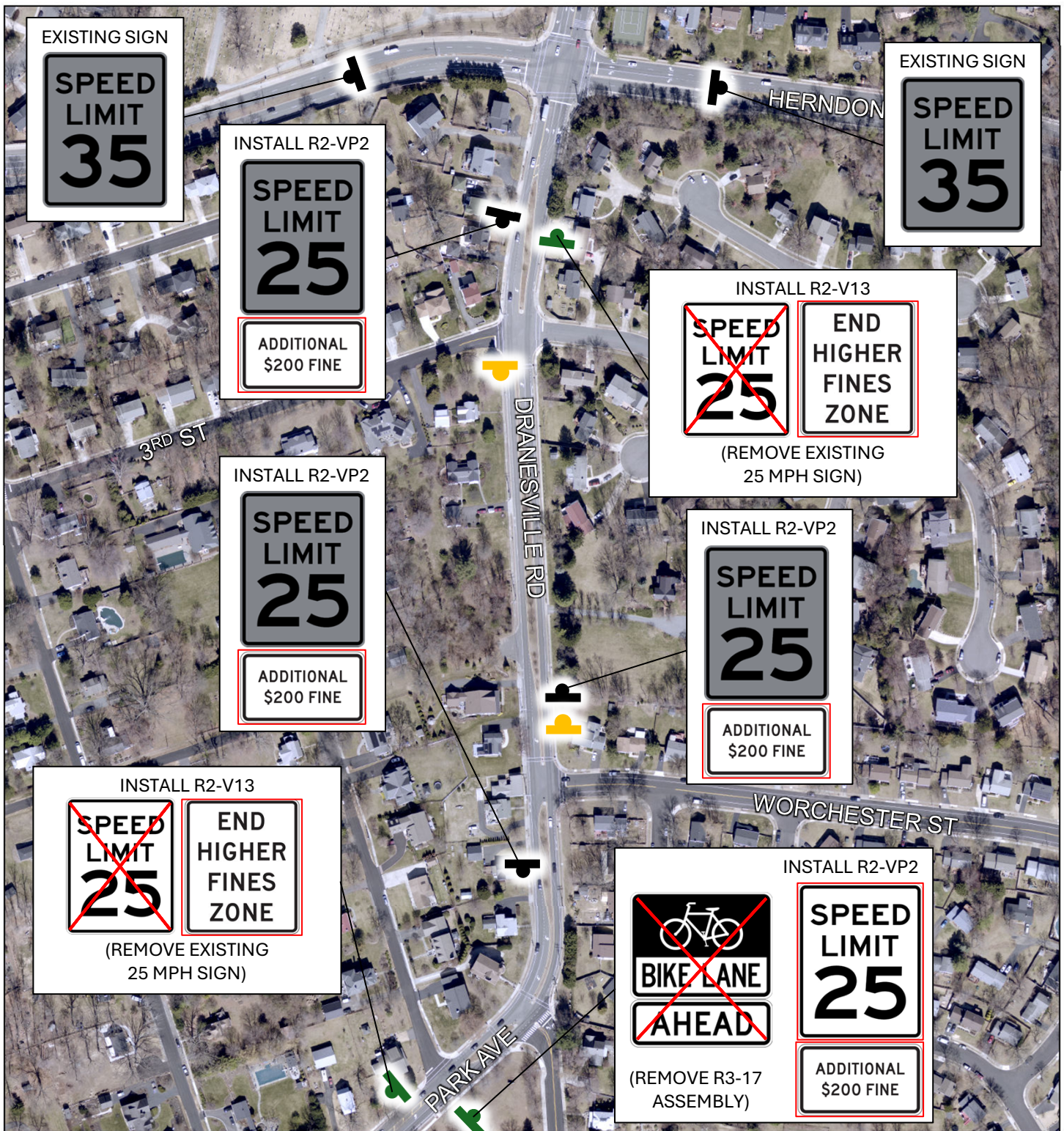
The town is authorized to install additional \$200 fine signs per [Section 46.2-878.2 of the Code of Virginia](#). As the town owns and maintains all roadways within its political boundaries, there is no required coordination with the Virginia Department of Transportation (VDOT) nor Fairfax County. However, town staff have still considered and adhered to technical elements of the [published VDOT policy](#). In order to implement the increased fine zone, per [Section 42-4 of the Town Code](#), the Town Council is required to pass a resolution to establish the higher-fine speed zone after public hearing.

Recommendation

DPW staff recommend installing a zone establishing an additional \$200 fine for speeding on Dranesville Road between Herndon Parkway and Park Avenue. The recommended speed limit fine increase area is shown in **Attachment 1**. Note that installation of “END HIGHER FINES ZONE” signs replace existing speed limit signs; these signs are posted within 400-500 feet of another speed limit sign; as such, staff considers the signs as potentially redundant and replacement balances installation of the higher fine area without adding sign ‘clutter’. Similarly, the bike lane sign assembly on Park Avenue west of Dranesville Road is redundant with one located 375 feet to the southwest.

If approved by Town Council, staff will work to install signs in the coming weeks (depending on equipment availability). Staff also recommend post-implementation data collection to determine the effectiveness of increased fines. Staff will then consider if further action is needed to manage speed limit compliance including physical traffic calming measures.

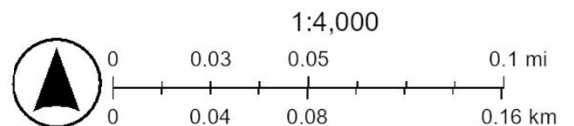
Attachment 1



NOTE: SIGNS TO REMAIN ARE SHOWN IN GREY. MODIFICATIONS ARE SHOWN WITH RED.

LEGEND

-  EXISTING SPEED LIMIT SIGN
-  PROPOSED NEW SIGN
-  EXISTING SPEED FEEDBACK SIGN



Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Resolution to approve additional \$200 fine for speeding zone on Dranesville Road between Herndon Parkway and Park Avenue

Town Council Regular Meeting

August 25, 2026

Mike Shindledecker, PE
Transportation Engineer

Background

- Segment of Dranesville Road between Herndon Parkway and Park Avenue
- Multiple traffic calming investigations and deployments have occurred over the past several years.
- Location was revisited by the town's Traffic Engineering Improvement Committee (TEIC).
- 85th percentile speeds were measured at 10 mph over the posted 25 mph speed limit.



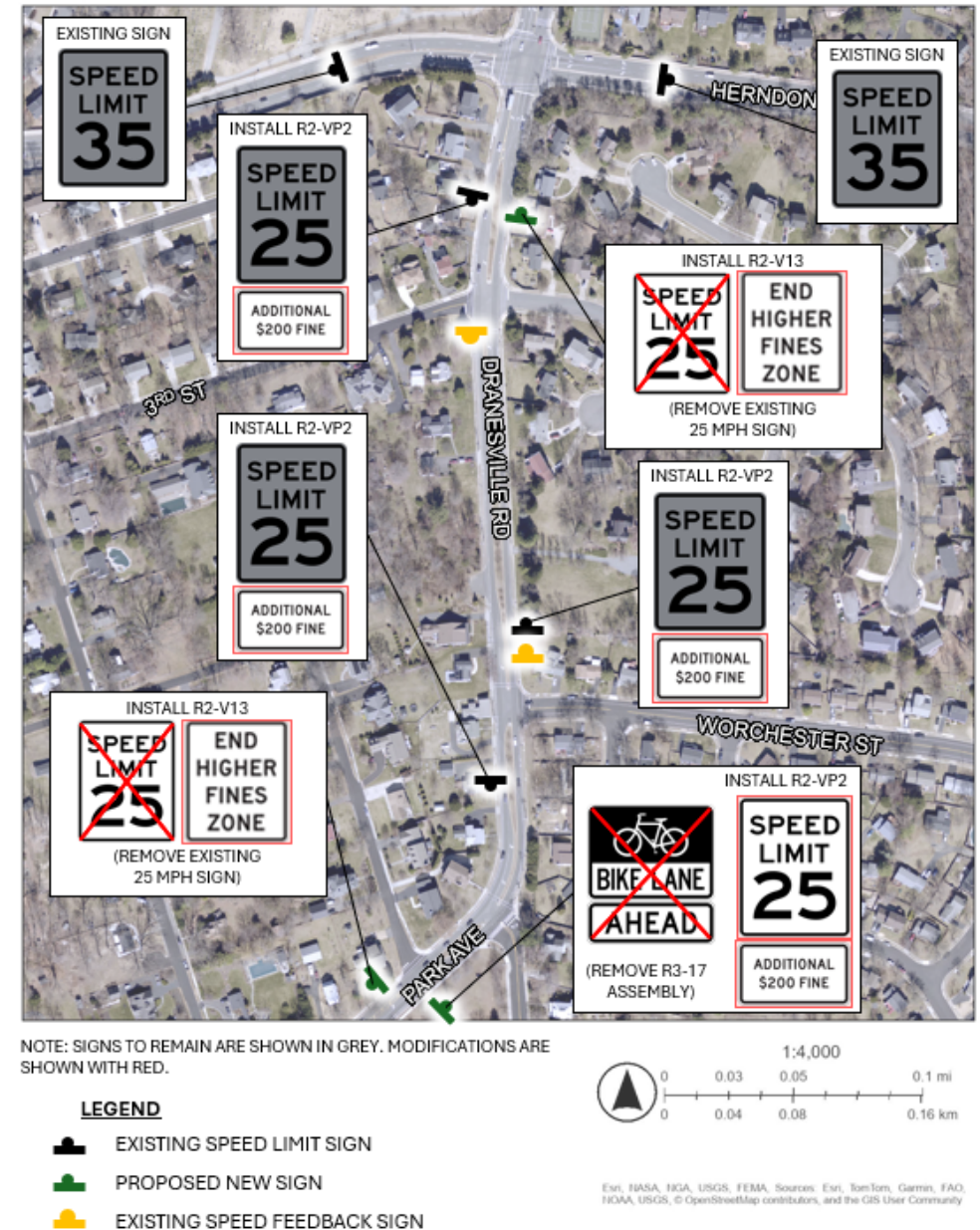
Proposed Resolution

- Creates an enforcement area that allows penalties of a \$200 fine *in addition* to those already allowed under law.
- No portion of this additional fine may be replaced by less than 20 hours of community service.
- Signs must be posted to indicate the higher fine zone.



Sign Modifications

- Makes use of existing signposts and removes redundant signage.
- Consistent with *Standards for Traffic Calming and Crosswalks* and the town's *Roadway Safety Action Plan* Objective 1 and 4.



Staff Recommendation

- Staff recommends that the Town Council **approve** the resolution establishing an additional \$200 fine for speeding zone on Dranesville Road, between Herndon Parkway and Park Avenue in the Town of Herndon, Virginia, pursuant to Code of Virginia §46.2-878.2 and Herndon Town Code Sec. 42-4(b) (Compliance with chapter; penalty for violation of chapter).

TOWN OF
Herndon
LIVE DIFFERENTLY.

Town of Herndon, Virginia
Notice of Public Hearing

Notice is hereby given that the Town Council of the Town of Herndon, Virginia, will hold a public hearing on Tuesday, August 25, 2026, at 7:00 p.m. in the Herndon Council Chambers Building, located at 765 Lynn Street, Herndon, Virginia, on the following item:

Resolution, to approve an additional \$200 fine for speeding zone on Dranesville Road between Herndon Parkway and Park Avenue in the Town of Herndon, Virginia, pursuant to Code of Virginia §46.2-878.2 and Herndon Town Code Sec. 42-4(b) (Compliance with chapter; penalty for violation of chapter).

The public is encouraged to participate in the town's public hearing process. Individuals having an interest in the above item are invited to attend the public hearing and state their opinions. Individuals may also submit comments to town.clerk@herndon-va.gov.

The proposed item is available for examination by the public at the 2nd floor counter of the Herndon Municipal Center, 777 Lynn Street, Herndon, during normal business hours (Monday – Friday) and also available for review on the town's website www.herndon-va.gov.

The Town of Herndon supports the Americans with Disabilities Act by making reasonable accommodations for persons with disabilities so that they may participate in services, programs, or activities, offered by the town. Please call (703) 435-6804 to arrange for any accommodation that may be necessary to allow for participation.

Amanda Morrow Kertz, Town Clerk

Note to Publisher:

Publish on August 7, 2026/August 14, 2026

Agenda Item: Resolution 26-G-47 to authorize the Board of Supervisors of Fairfax County to acquire property rights for a public purpose on two privately owned parcels within the corporate limits of the Town of Herndon, which property is needed for construction of the Crestview Drive Walkway Project administered by Fairfax County, Virginia

Meeting Date: August 25, 2026

Category: General

Prepared by: Lauri Sigler, Deputy Town Attorney

Description:

The proposed resolution would authorize the Board of Supervisors of Fairfax County (the “Board”) to acquire property rights for a public purpose on two privately owned parcels located along Crestview Drive within the corporate limits of the Town of Herndon. The acquisition would support Fairfax County’s Crestview Drive Walkway Project by allowing the County to construct curb and gutter, ADA-compliant ramps, and a crosswalk at the intersection of Ferris Road and Crestview Drive. These improvements would connect to the six-foot-wide walkway being constructed by Fairfax County and complete the pedestrian connection at the Town boundary.

Background/Timing Impact:

Fairfax County has proposed and is administering the Crestview Drive Sidewalk Project, which would construct a new six-foot-wide sidewalk along the west side of Crestview Drive between Ferris Avenue and Builders Road. The project also includes installation of curb and gutter and modifications to the existing storm drainage system. The project extends approximately 935 linear feet. Most of the work is located in Fairfax County; however, the southern terminus is within the Town of Herndon at the Ferris Avenue intersection.

There are currently no sidewalks on either side of Crestview Drive between Ferris Avenue and Builders Road, creating a gap in the pedestrian network. Staff supports the project because it will provide an ADA-compliant pedestrian connection between the existing sidewalks in the northwest corner of the Town and the sidewalk network extending north along Crestview Drive outside the Town. This connection will improve pedestrian safety, accessibility, and connectivity.

Fairfax County has submitted plans for Town staff review and comment at several stages of design. The plans are now at 90 percent completion, and the Board is ready

to begin the acquisition process. The acquisition process begins with a formal offer to affected property owners. The Board is required to pay just compensation for the property interests needed for the project.

By letter dated June 30, 2026, Dennis M. Cate, Director of Fairfax County's Land Acquisition Division, wrote to Mayor LeBlanc requesting that the Town Council approve the County's acquisition of property rights on two private parcels located within the Town as follows:

TAX MAP NO.	ADDRESS	PROPERTY RIGHT	
		Dedication for Public Streets	Grading & Temp. Construction Esm't.
0103-05-0021	1198 Dublin Place	12 SF	125 SF
0102-05-A1	N/A	166 SF	1,373 SF

Since the construction plans are currently at 90 percent, it is unlikely that the type and area of property rights needed for the project will change, but if any adjustments are necessary, no more private property may be taken by the County than that which is necessary to achieve the stated public use. If the Board makes a bona fide but ineffectual effort to acquire the necessary property interests by agreement, the Board is also requesting authority to initiate condemnation proceedings in accordance with applicable law.

Under Virginia Code § 15.2-1800(C), counties may acquire real property outside their boundaries when expressly authorized. Virginia Code § 15.2-1201 further provides that a county board may acquire property interests within an incorporated town only "by agreement with the town council."

Strategic Focus Area:

Secure and Interconnected Community

Fiscal Impact:

None

Legal Impact:

Pursuant to Virginia Code §§ 15.2-1800(C) and 15.2-1201, Fairfax County cannot acquire property within the town boundaries without agreement and authorization from the Town Council.

Staff Recommendation/Next Steps:

Staff recommend adoption of the resolution.

Attachments:

1. Resolution (Proposed) (revised 08.24.26)
2. Authorization Request Letter from Fairfax County 6.30.26
3. 10-3_((5))_21-PLAT
4. 10-3_((5))_A1-PLAT

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

AUGUST 25, 2026

Resolution- to authorize the Board of Supervisors of Fairfax County to acquire property rights for a public purpose on two privately owned parcels within the corporate limits of the Town of Herndon, which property is needed for the construction of Crestview Drive Walkway Project administered by Fairfax County, Virginia.

Fairfax County is administering the Crestview Drive Walkway Project, which includes construction of pedestrian improvements along Crestview Drive between Ferris Avenue and Builders Road. The project includes construction of a six-foot-wide walkway, curb and gutter, ADA-compliant ramps, crosswalk improvements, and related drainage modifications.

A portion of the project is located within the corporate limits of the Town of Herndon near the intersection of Ferris Avenue and Crestview Drive. Completion of the project requires the Board of Supervisors of Fairfax County to acquire certain property rights from two privately owned parcels located within the Town.

Under Virginia Code § 15.2-1800(C), counties may acquire real property outside their boundaries when expressly authorized and Virginia Code § 15.2-1201 further provides that a county board may acquire property interests within an incorporated town only “by agreement with the town council.”

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

1. The Town Council finds that the proposed Crestview Drive Walkway Project is for a public purpose and will advance pedestrian safety, accessibility, and connectivity and are in the public interest.
2. The Town Council hereby agrees to and authorizes the Board of Supervisors of Fairfax County to acquire no more property than that which is necessary for the Crestview Drive Walkway Project from the privately owned parcels located within the Town of Herndon, subject to payment of just compensation and compliance with applicable law.
3. This authorization is limited to the property interests necessary to construct and complete the pedestrian, curb and gutter, ramp, crosswalk, drainage, and related improvements associated with the Crestview Drive Walkway Project.

26-G-47

4. If the Board of Supervisors of Fairfax County makes a bona fide but ineffectual effort to acquire the necessary property interests by agreement, the Board is also authorized to initiate condemnation proceedings in accordance with applicable law.
5. The Town Manager, Town Attorney, and Director of the Department of Public Works are authorized to take any actions necessary or appropriate to carry out the intent of this resolution.
6. This resolution shall be effective policy is effect from the date of its adoption.



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

June 30, 2026

Kevin J. LeBlanc, Jr., Mayor
Town of Herndon
777 Lynn Street
Herndon, VA 20170

Reference: Crestview Dr Walkway (Ferris to Builders) – 2G40-088-054
Tax Map Parcels 010-3-05-0021 and 010-3-05-A1
Request for Town Approval for County Acquisition of Land Rights within Town Limits

Dear Mayor LeBlanc,

Fairfax County's Land Acquisition Division has been tasked with obtaining various land rights on two properties within the Town of Herndon needed for the Crestview Dr Walkway project referenced above. Randall T. Greehan, Assistant County Attorney, has discussed this acquisition with Lauri A. N. Sigler, Deputy Town Attorney. Pursuant to Virginia Code Sections 15.2-1800(C) and 15.2-1201, the County is allowed to acquire land rights and property within the Town by agreement with the Town Council. Therefore, the County requests the Town Council to approve the acquisition by Fairfax County of land rights on two private parcels as follows:

Tax Map Number: 0103-05-0021
Property Address: 11981 Dublin Place., Herndon.VA 22043
Land Rights: Dedication for Public Street Purposes (12 square feet) and Grading Agreement and Temporary Construction Easement (125 square feet)

and

Tax Map Number: 0103-05-A1
Land Rights: Dedication for Public Street Purposes (166 square feet)
Grading Agreement and Temporary Construction Easement (1,373 square feet).

The Fairfax County Land Acquisition Division will begin to negotiate these acquisitions with the respective owners by making an offer after receiving the Town Council's authorization to pursue them.

Department of Public Works and Environmental Services
Land Acquisition Division

12000 Government Center Parkway, Suite 449
Fairfax, VA 22035-0052
Phone: 703-324-5090, TTY: 711, Fax: 703-631-0842
www.fairfaxcounty.gov/publicworks



Please let me know if you have any questions. Thank you for your attention to this matter.

Sincerely,

Signed by:
Dennis Cate
6F8A5A1A7B0C40B...

Dennis M. Cate, Director

Office: 703-324-5097

Email: dennis.cate@fairfaxcounty.gov

Cc: Dan Hoffman, Town Manager
Lauti A. N. Sigler, Deputy Town Attorney
Randall T. Greehan, Assistant County Attorney
Nazaneen Mohammed, Senior Right-of- Way Agent

Certificate Of Completion

Envelope Id: 8F8AFDE7-22DD-8516-81B3-4C0E048B2707

Status: Completed

Subject: Here is your signed document: Letter to Town of Herndon 6.30.36.docx

Source Envelope:

Document Pages: 2

Signatures: 1

Envelope Originator:

Certificate Pages: 5

Initials: 0

Dennis Cate

AutoNav: Disabled

12000 Government Center Parkway

Envelopeld Stamping: Disabled

Fairfax, VA 22035

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Dennis.Cate@fairfaxcounty.gov

IP Address: 166.94.14.197

Record Tracking

Status: Original

Holder: Dennis Cate

Location: DocuSign

6/30/2026 2:02:45 PM

Dennis.Cate@fairfaxcounty.gov

Security Appliance Status: Connected

Pool: StateLocal

Signer Events

Dennis Cate

Dennis.Cate@fairfaxcounty.gov

Director, Land Acquisition Division

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Dennis Cate

6F8A5A1A7B0C40B...

Signature Adoption: Pre-selected Style

Using IP Address: 166.94.14.197

Timestamp

Sent: 6/30/2026 2:03:21 PM

Viewed: 6/30/2026 2:03:25 PM

Signed: 6/30/2026 2:03:47 PM

Freeform Signing

Electronic Record and Signature Disclosure:

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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Dennis Cate

dennis.cate@fairfaxcounty.gov

Director, Land Acquisition Division

Security Level: Email, Account Authentication
(None)

COPIED

Sent: 6/30/2026 2:03:48 PM

Resent: 6/30/2026 2:03:49 PM

Viewed: 6/30/2026 2:04:26 PM

Electronic Record and Signature Disclosure:

Accepted: 6/28/2022 7:34:41 AM

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Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

6/30/2026 2:03:21 PM

Certified Delivered

Security Checked

6/30/2026 2:03:25 PM

Signing Complete

Security Checked

6/30/2026 2:03:47 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	6/30/2026 2:03:48 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Department of Public Works (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Department of Public Works:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: james.piccolo@fairfaxcounty.gov

To advise Department of Public Works of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at james.piccolo@fairfaxcounty.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Department of Public Works

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to james.piccolo@fairfaxcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Department of Public Works

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to james.piccolo@fairfaxcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Department of Public Works as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Department of Public Works during the course of your relationship with Department of Public Works.

VA STATE GRID NORTH
VCS 83; NORTH ZONE

PARCEL "A"
SECTION TWO
"TRALEE"
D.B. 3587, PG. 599
TAX MAP 10-3 (151) A1

FERRIS AVENUE
(PRIVATE STREET)

S76°27'23"E 86.71'

N 7,043,032.00
E 11,796,230.98
(PROJECT
COORDINATES)

EX. STORM
SEWER EASEMENT
D.B. 3587, PG. 599

LOT 21
SECTION TWO
"TRALEE"
D.B. 3587, PG. 599
TAX MAP 10-3 (151) 21

±174' TO INT'X ELDRIDGE LANE
RT. 6270

N13°33'23"E 24.92'
GRADING AGREEMENT AND
TEMPORARY CONSTRUCTION EASEMENT

S13°32'37"W 8.63'

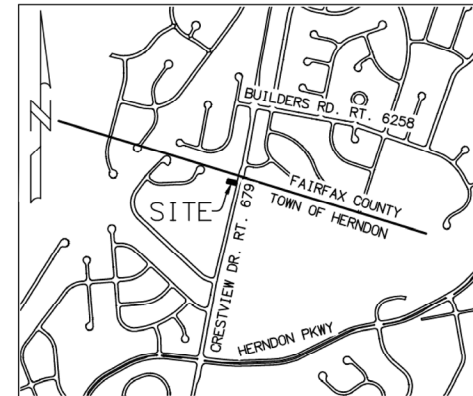
15.05'
21.13'

HEREBY DEDICATED FOR
PUBLIC STREET PURPOSES

N 7,043,001.87
E 11,796,223.72
(PROJECT
COORDINATES)

CRESTVIEW DRIVE - RT. 679
(WIDTH VARIES)

LINE TABLE		
NO.	BEARING	LENGTH
L1	S29°59'24"E	1.71'
L2	S76°27'23"E	1.11'
L3	S76°27'23"E	2.29'
L4	S13°32'37"W	9.87'
L5	N76°27'23"W	5.49'
L6	S76°27'23"E	3.19'
L7	S13°32'37"W	6.08'



VICINITY MAP
SCALE: 1" = 2000'

This plat was prepared with care and diligence for accuracy and legibility, and complies with all relevant Virginia Administrative Code. Often, legibility has degraded upon retrieval from the Circuit Court's Court Public Access Network (CPAN). If you have difficulty deciphering this plat, please contact the County Surveyor directly for a copy of the signed document, if it is still on hand.

Notes:

This plat was prepared without the benefit of a title report; therefore not all encumbrances to the property are necessarily shown hereon.

The land shown on this plat is now held as noted in the title block hereon and recorded among the land records of Fairfax County; all easements and dedications for public street purposes are within the bounds of the original tract, as described and recorded therein.

The information shown on this plat was compiled from existing land records and does not represent the results of an actual field run boundary survey.

All previously recorded Rights-of-Way, easements, or other interests of the County shall remain in full force and effect unless otherwise specifically shown hereon.

See the accompanying deed to this plat for information on use, ownership, maintenance and conditions of easement shown.

The property delineated on this plat is located on Tax Assessment Map 10-3 (151) 21.

DEDICATION AND EASEMENT AREAS
DEDICATION FOR PUBLIC STREET PURPOSES 12 SQ. FT.
GRADING AGREEMENT AND TEMPORARY CONSTRUCTION EASEMENT 125 SQ. FT.

5 0 5 10 15
Feet
Scale 1" = 5

PLAT SHOWING DEDICATION FOR PUBLIC STREET PURPOSES AND
GRADING AGREEMENT AND TEMPORARY CONSTRUCTION EASEMENT
THROUGH

**LOT 21
SECTION TWO
"TRALEE"**
D.B. 3587, PG. 599
BEING IN THE NAME OF
1198 DUBLIN PLACE LLC
D.B. 25863, PG. 889



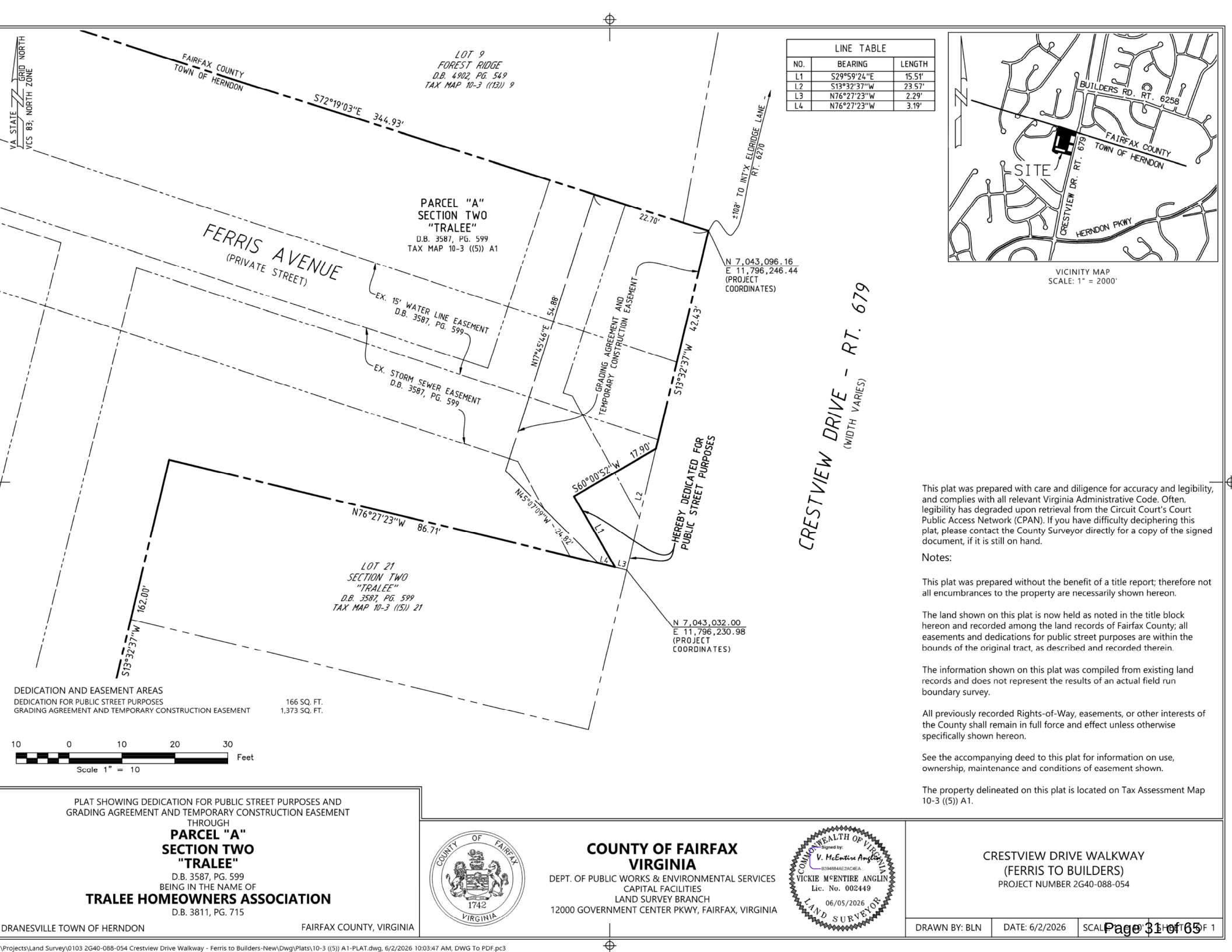
**COUNTY OF FAIRFAX
VIRGINIA**

DEPT. OF PUBLIC WORKS & ENVIRONMENTAL SERVICES
CAPITAL FACILITIES
LAND SURVEY BRANCH
12000 GOVERNMENT CENTER PKWY, FAIRFAX, VIRGINIA



**CRESTVIEW DRIVE WALKWAY
(FERRIS TO BUILDERS)**
PROJECT NUMBER 2G40-088-054

DRAWN BY: BLN DATE: 6/8/2026 SCALE: 1" = 2000' SHEET 1 OF 1



This plat was prepared with care and diligence for accuracy and legibility, and complies with all relevant Virginia Administrative Code. Often, legibility has degraded upon retrieval from the Circuit Court's Court Public Access Network (CPAN). If you have difficulty deciphering this plat, please contact the County Surveyor directly for a copy of the signed document, if it is still on hand.

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The information shown on this plat was compiled from existing land records and does not represent the results of an actual field run boundary survey.

All previously recorded Rights-of-Way, easements, or other interests of the County shall remain in full force and effect unless otherwise specifically shown hereon.

See the accompanying deed to this plat for information on use, ownership, maintenance and conditions of easement shown.

The property delineated on this plat is located on Tax Assessment Map 10-3 ((5)) A1.

Agenda Item: Ordinance 26-O-21 to amend Chapter 14 (Businesses), Article III. (Peddlers, Solicitors, Canvassers), Sec. 14-66 (Registration), to update permit registration requirements

Meeting Date: August 25, 2026

Category: Consent

Prepared by: Lesa Yeatts, Town Attorney

Description:

This amendment is administrative in nature and was recommended by the Herndon Police Department. The current subsection (2) requires individuals holding a valid Fairfax County permit to register that permit with the Town of Herndon Chief of Police before engaging in peddling, soliciting, or canvassing within the Town. However, there is no legal authority for this registration requirement, and the Herndon Police Department has no practical means to administer or enforce it.

Individuals who engage in peddling, soliciting, or canvassing within the Town are already required to obtain and maintain a valid Fairfax County permit. This amendment removes the unnecessary requirement that the county-issued permit be registered with the Chief of Police prior to conducting such activities in the Town. The amendment does not change the underlying requirement to possess a valid Fairfax County permit.

Background/Timing Impact:

This amendment will take effect immediately upon its adoption.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

According to the Virginia State Code, amendments to the town code require action by the Town Council.

Staff Recommendation/Next Steps:

Staff recommends adoption of the Ordinance as proposed.

Attachments:

1. Ordinance (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

ORDINANCE

AUGUST 25, 2026

Ordinance- **to amend Chapter 14 (Businesses), Article III. (Peddlers, Solicitors, Canvassers), Sec. 14-66 (Registration), to update permit registration requirements.**

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

1. The following sections or provisions of the Herndon Town Code (2000), as amended, are amended as follows:

CHAPTER 14 (Businesses)

Article III. – Peddlers, Solicitors, Canvassers

Sec. 14-66. – Registration.

It shall be unlawful for any person to solicit orders for, peddle, vend or sell goods, wares or services, or to canvass on a door-to-door basis within the town boundaries without:

- (1) Securing a valid peddler's, solicitor's or canvasser's permit from the county; ~~and.~~
- (2) ~~Registering the aforementioned permit with the chief of police of the town prior to any peddling, soliciting or canvassing within the town.~~

Upon conviction of any person for violation of this section, the penalty imposed shall be a class 4 misdemeanor, punishable as provided in section 1-14.

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

Agenda Item: Resolution 26-G-48 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-05 to amend Chapter 78 (ZONING), Article VI (Overlay Districts), Section 78-60.3 (Historic District Overlay (HDO)) to clarify the existing language providing the ability of the Historic District Review Board (HDRB) to grant setback reductions to certain properties within the HDO, to allow the HDRB to grant greater setback reductions than what is currently permitted under this section when appropriate with certain standards within the HDO, and clarify that the setback reduction process is separate and exempt from the Certificate of Appropriateness requirement

Meeting Date: August 25, 2026

Category: Consent

Prepared by: Angelina Jones, Lead Planner / Design and Development

Description:

Currently, the Historic District Review Board (HDRB) may grant front setback reductions within the Historic District Overlay (HDO) as appropriate for detached single-family residential properties to a lesser distance than required for the associated zoning district but not less than 20 feet. This Zoning Ordinance Text Amendment (ZOTA) would clarify and improve the existing language that allows the HDRB to grant front setback reductions within the HDO. Furthermore, this ZOTA will provide the HDRB the ability to grant greater setback reduction than what is currently permitted, if the setback reduction will result in greater compatibility with the adjacent homes and historic fabric of the district.

Background/Timing Impact:

The HDRB passed a resolution in support of this proposed ZOTA at its October 15, 2025, public hearing. In their resolution, the board expressed their support for increasing the board's ability to grant setback reductions within the HDO as provided for in Sec. 78-60.3(e) of the Zoning Ordinance (HDRB adopted resolution attached). The Board found that this change would allow additional flexibility in the design and construction of new residential properties in the Historic District and allow for improvements with enhanced compatibility to the character of the HDO. Additionally, this change will simplify the setback reduction process for residential property owners within the HDO. Additionally, as a housekeeping measure staff is proposing to amend Sec. 78-60.3(g) of the Zoning Ordinance to clarify that the setback reduction process is separate and exempt from the Certificate of Appropriateness requirement.

Should this resolution be approved, staff would finalize the language of the ZOTA and take it to the Planning Commission for consideration and recommendation. Following Planning Commission recommendation, the ordinance amendment would be considered by the Town Council for adoption. Should the Town Council adopt the ordinance, it would become effective on and after the date of its adoption.

Strategic Focus Area:

Environmental and Economic Sustainability

Fiscal Impact:

N/A

Legal Impact:

Adoption of this ZOTA will clarify the existing language that allows the HDRB to grant setback reductions within the HDO and allow the HDRB to grant greater setback reductions than what is currently permitted.

Staff Recommendation/Next Steps:

Adopt the resolution, so staff can bring this text amendment before the Planning Commission for public hearing.

Attachments:

1. Resolution (Proposed)
2. Supporting Document HDRB Adopted Resolution

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

AUGUST 25, 2026

Resolution- to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-05 to amend Chapter 78 (ZONING), Article VI (Overlay Districts), Section 78-60.3 (Historic District Overlay (HDO)) to clarify the existing language providing the ability of the Historic District Review Board (HDRB) to grant setback reductions to certain properties within the HDO and to allow the HDRB to grant greater setback reductions than what is currently permitted under this section when appropriate with certain standards within the HDO, and clarify that the setback reduction process is separate and exempt from the Certificate of Appropriateness requirement.

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

1. The Town Council initiates an amendment to Chapter 78 (ZONING), Article VI (Overlay Districts), Section 78-60.3 (Historic District Overlay (HDO)) to clarify the existing language providing the ability of the Historic District Review Board (HDRB) to grant setback reductions to all single-family detached residential properties within the HDO, to allow the HDRB to grant greater setback reductions than what is currently permitted under this section when appropriate with certain standards, to accommodate new primary dwellings, new outbuildings or accessory structures, and additions to existing buildings within the HDO, and clarify that the setback reduction process is separate and exempt from the Certificate of Appropriateness requirement.
2. The public necessity, convenience, general welfare, and good zoning practice, require the Town Council's consideration of this proposed amendment.
3. The amendment is referred to the Planning Commission for its consideration, public hearing, and recommendation in accordance with Va. Code §15.2-2285(B) and Town Code Sec. 78-155.2(d).

**TOWN OF HERNDON, VIRGINIA
HISTORIC DISTRICT REVIEW BOARD**

RESOLUTION

OCTOBER 15, 2025

Resolution- to support a Zoning Ordinance Text Amendment (ZOTA) to expand the authority of the Historic District Review Board to grant setback reductions within the Historic District Overlay.

The Historic District Review Board supports a Zoning Text Amendment, to increase the Board's authority to grant setback reductions within the Historic District Overlay as provided for in Sec. 78-60.3(e) of the Zoning Ordinance. The Board finds that this change would allow additional flexibility in the design and construction of new construction of residential properties in the Historic District and allow for improvements with enhanced compatibility to the district character.

THEREFORE, BE IT RESOLVED by the Historic District Review Board of the Town of Herndon, Virginia, that:

1. The following updates should be considered for initiation through a Zoning Ordinance Text Amendment:
 - a. Clarifying language providing the ability of the Historic District Review Board to grant setback reductions to all single-family detached residential properties within the Historic District Overlay.
 - b. Additional provisions to allow the granting of setback reductions by the board, when appropriate with certain standards, to accommodate new primary dwellings, new outbuildings or accessory structures, and additions to existing buildings.
 - c. Allowance of a greater setback reduction than what is currently permitted under this provision when appropriate and when compliant with other applicable local, state, and federal codes.
 - d. Clarifying language expressing a principal criteria that the setback reduction may be granted only when it is demonstrated that the reduction allows the subject structure to be more compatible with nearby contributing structures and more appropriate within the historic neighborhood context specific to the proposed buildings' relationship to the street.

A Copy – Teste:

A handwritten signature in black ink, reading "Aaron Zoellick". The signature is fluid and cursive, with the first name "Aaron" and last name "Zoellick" clearly distinguishable.

Aaron Zoellick
Clerk of Boards and Commissions

Motion: Fetske
Second: Oleinick
Re: HDO ZOTA
Action: Approved

Vote

Ayes: Chowdhury, Fetske, LeReche, Oleinick, O'Savio, Vice Chair Edmondson
Nays: None
Absent: Chair Blaker-Glass

Agenda Item: Resolution 26-G-49 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-07 to amend Chapter 78 (ZONING), Article VII (Use Regulations), Section 78-71.1 (Residential Use Category) and Section 78-71.4 (Institutional and Community Service Use Category), to update sections for conformance with the Code of Virginia regarding affordable housing and religious organizations and other tax-exempt properties

Meeting Date: August 25, 2026

Category: Consent

Prepared by: David Stromberg, Zoning Administrator

Description:

This Zoning Ordinance Text Amendment is required to make the Town of Herndon Zoning Ordinance consistent with the Code of Virginia. Section 15.2-2288.9 of the Code of Virginia is a new section that mandates localities to allow mixed-use or residential projects by-right (locality cannot require a special exception or rezoning) on land that is a property tax-exempt religious organization or a 501 (c)(3) property tax-exempt nonprofit organization.

A mixed-use or residential project must be allowed by-right if it meets all the following standards:

1. The property has been owned continuously by the tax-exempt religious organization or 501(c)(3) for five years.
2. At least 60 percent of the housing units are for affordable housing at 80 percent or less of the area median income for rental units and 120 percent of the area median income for for-sale units.
3. The affordability provisions are preserved for a minimum of 30 years.

A mixed-use or residential project allowed under these provisions is subject to town administrative review and must comply with state stormwater management requirements. The provisions of Section 15.2-2288.9 do not apply in locally adopted historic overlay districts.

Background/Timing Impact:

Section 15.2-2288.9 of the Code of Virginia was codified as a result of House Bill HB

1279 and Senate Bill SB 388 during the 2026 General Assembly session.

The provisions of this section of the Code of Virginia are effective starting January 1, 2027, until January 1, 2031. Adopting this resolution will allow staff to bring forward draft language to the Planning Commission for public hearing. Final draft language is expected to be brought for a public hearing before the Town Council prior to January 1, 2027.

Strategic Focus Area:

Environmental and Economic Sustainability

Fiscal Impact:

There is no immediate fiscal impact from initiating this item. Any future fiscal impact on the Town is unknown and would depend on whether the proposed amendment is adopted and the extent to which the program is used during its period of effectiveness.

Legal Impact:

The proposed Zoning Ordinance Text Amendment incorporates the mandatory provisions of Section 15.2-2288.9 of the Code of Virginia.

Staff Recommendation/Next Steps:

Adopt the initiating resolution for ZOTA #26-07.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

AUGUST 25, 2026

Resolution- to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-07 to amend Chapter 78 (ZONING), Article VII (Use Regulations), Section 78-71.1 (Residential Use Category) and Section 78-71.4 (Institutional and Community Service Use Category), to update sections for conformance with the Code of Virginia regarding affordable housing and religious organizations and other tax-exempt properties.

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

1. The Town Council initiates an amendment to Chapter 78 (ZONING), Article VII (Use Regulations), Section 78-71.1 (Residential Use Category) and Section 78-71.4 (Institutional and Community Service Use Category), to update sections for conformance with the Code of Virginia regarding affordable housing and religious organizations and other tax-exempt properties.
2. The public necessity, convenience, general welfare, and good zoning practice, require the Town Council's consideration of this proposed amendment.
3. The amendment is referred to the Planning Commission for its consideration, public hearing, and recommendation in accordance with Va. Code §15.2-2285(B) and Town Code Sec. 78-155.2(d).

Agenda Item: Resolution 26-G-50 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-08 to amend Chapter 78 (ZONING), Article X (Parking), Section 78-100.2 (Minimum off-street parking and loading standards) and Section 78-100.8 (Parking alternatives), to update sections for conformance with the Code of Virginia regarding minimum off-street parking requirements

Meeting Date: August 25, 2026

Category: Consent

Prepared by: Aaron Zoellick, Zoning Services Specialist

Description:

Virginia Code § 15.2-2209.4 sets limits for minimum off-street parking requirements for residential and mixed-use developments within one-half mile of mass transit and public transportation facilities. The statute further requires that localities with a population greater than 20,000 establish an administrative review process for reductions of minimum off-street parking requirements of not less than 20% for residential, multifamily, or mixed-use development on parcels located more than one-half mile from mass transit and public transportation facilities. To address these new requirements, staff will update the zoning ordinance requirements for minimum off-street parking for residential and mixed-use developments near the Herndon Metro Center and evaluate current administrative review procedures to align with the Virginia Code updates.

Background/Timing Impact:

Section 15.2-2209.4 went into effect July 1, 2026 as a result of House Bill 888, passed in the 2026 Virginia General Assembly session.

Strategic Focus Area:

Good Governance
Thriving Community
Environmental and Economic Sustainability

Fiscal Impact:

N/A

Legal Impact:

Adoption of the initiating resolution will refer the Zoning Ordinance Text Amendment to

the Planning Commission to be discussed at a public hearing, followed by a public hearing before the Town Council.

Staff Recommendation/Next Steps:

Approve the initiating resolution.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

AUGUST 25, 2026

Resolution- **to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #26-08 to amend Chapter 78 (ZONING), Article X (Parking), Section 78-100.2 (Minimum off-street parking and loading standards) and Section 78-100.8 (Parking alternatives), to update sections for conformance with the Code of Virginia regarding minimum off-street parking requirements.**

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

1. The Town Council initiates an amendment to Chapter 78 (ZONING), Article X (Parking), Section 78-100.2 (Minimum off-street parking and loading standards) and Section 78-100.8 (Parking alternatives), to update sections for conformance with the Code of Virginia regarding minimum off-street parking requirements.
2. The public necessity, convenience, general welfare, and good zoning practice, require the Town Council's consideration of this proposed amendment.
3. The amendment is referred to the Planning Commission for its consideration, public hearing, and recommendation in accordance with Va. Code §15.2-2285(B) and Town Code Sec. 78-155.2(d).

Agenda Item: Resolution 26-G-51 to amend Resolution 25-G-40, to increase the funding request for the application submitted to the Virginia Department of Transportation (VDOT) for the Allocation of FY2029 and FY2030 Revenue Sharing Funds for the 'Locust Street ADA Sidewalk Improvements' project (UPC 125749) and increase the amount of the Town's local match

Meeting Date: August 25, 2026

Category: Consent

Prepared by: Jaleh Moslehi, Capital Projects Planner/Engineer

Description:

In August 2025, Town staff submitted a Revenue Sharing application to VDOT for the Locust Street ADA Sidewalk Improvements project. Included as part of the application was the required Town Council resolution requesting up to \$5,000,000, with \$2,500,000 serving as the Town's 50 percent local match. At the time, \$5,000,000 was the highest amount available through the grant. However, last month, VDOT informed town staff that additional funds are available, and that the Town should increase its funding request to \$5,082,000, with \$2,541,000 required for the Town's local match.

To accommodate the increase in available funding, and the corresponding increase in the amount of local match, a revised Town Council resolution is necessary. To avoid the need for additional amended resolutions associated with this project in the future, the staff recommends that the currently proposed revised resolution increase the potential local match up to \$3,000,000. The increased amount provides the Town with the ability to accept increased Revenue Sharing funds should they become available without the need for an additional resolution to adjust the town's match.

Background/Timing Impact:

The project consists of new five-foot ADA sidewalks along Locust Street, between Spring Street and Elden Street, to include curb & gutter, street lighting, curb cuts, and crosswalks to provide safer pedestrian/bike facilities for accessing downtown Herndon and the middle school. Town staff anticipates that the project will proceed to construction during FY 2030.

Strategic Focus Area:

Secure and Interconnected Community
Strong Fiscal Stewardship
Thriving Community

Fiscal Impact:

Jurisdictions must commit at least 50% in local matching funds within the two fiscal years after the Revenue Sharing allocation. The Town's 50% local match will consist of Town general funds and/or NVTALocal Revenue.

Legal Impact:

This project requires the acquisition of right-of-way along several sections of Locust Street.

Staff Recommendation/Next Steps:

Staff recommends the approval of this item.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

AUGUST 25, 2026

Resolution- to amend Resolution 25-G-40, to increase the funding request for the application submitted to the Virginia Department of Transportation (VDOT) for the Allocation of FY2029 and FY2030 Revenue Sharing Funds for the ‘Locust Street ADA Sidewalk Improvements’ project (UPC 125749) and increase the amount of the Town’s local match.

The Town of Herndon intends to increase the amount of requested funding in the original submitted revenue sharing application for the Locust Street ADA Sidewalk Improvements (UPC 125749) project from \$5,000,000 to \$5,082,000. The Town’s local match will therefore increase to a minimum amount of 50% of \$5,082,000, or \$2,541,000. In order to avoid the need for additional authorization if the local match increases in the future, the amount of the local match is authorized up to \$3,000,000.

The Town’s match will consist of Town general funds and/or Northern Virginia Transportation Authority (NVTa) Local Revenue funds within the two fiscal years subsequent to allocation, along with a Town/VDOT project agreement.

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

1. Resolution 25-G-40, adopted by the Herndon Town Council on July 15, 2025, is amended to increase the funding request to \$5,082,000.
2. Resolution 25-G-40 is further amended to authorize an increase in the commitment of the Town’s required local match up to \$3,000,000 to fund its local share of preliminary engineering, right-of-way, and construction (as applicable).
3. The Town Manager is authorized to execute project administration agreements and/or addenda for any approved Revenue Sharing projects with the Virginia Department of Transportation.

Agenda Item: Approval of the July 14, 2026, Town Council Work Session Minutes

Meeting Date: August 25, 2026

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:

This is a request for approval of the July 14, 2026, Town Council Work Session Minutes.

Background/Timing Impact:

Town Council minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Town Council.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for the governing body.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, July 14, 2026

1. Call to Order

Mayor LeBlanc called the July 14, 2026, Town Council meeting to order at 5:30 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Mayor Keven LeBlanc; Vice Mayor Clark Hedrick; and Councilmembers Cesar del Aguila, Michael T. Lloyd, and Alex Reyes.

Councilmember Naila Alam was absent.

Mayor LeBlanc determined there was a quorum of five Councilmembers present. Councilmember Alam was absent and Councilmember Kelvin Garcia had not yet arrived; he arrived at 5:35 p.m.

2. Closed Meeting (5:30 PM)

a. A Closed Meeting pursuant to the Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to employment law

Mayor LeBlanc stated that the Council needed to go into a closed meeting and that the appropriate meeting notices were provided in accordance with state law. The closed meeting was held in the Hoover Conference Room in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia.

Councilmember del Aguila moved that the Council convene in a closed meeting to discuss the following as permitted by Code of Virginia: Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to employment law.

Councilmember Reyes seconded the motion, which carried by a 5-0 roll call vote. The vote was: Councilmembers del Aguila, Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting "Aye." Councilmember Alam was absent, and Councilmember Garcia had not yet arrived.

The Council went into closed meeting at 5:32 p.m.

Councilmember Garcia moved to come out of the closed meeting. Councilmember del Aguila seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

The Council came out of closed meeting at 7:25 p.m.

Councilmember del Aguila moved to certify that, to the best of each member's knowledge, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed meeting and (2) lawfully permitted to be discussed in a closed meeting under the provisions of the Virginia Freedom of Information Act as cited in that motion. Motion seconded by Councilmember Garcia, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Vice Mayor Hedrick, and Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

Aye: 6
Nay: 0
Absent: 1

Recess

At 7:25 p.m. Mayor LeBlanc called a brief recess, and at 7:30 p.m., the May 26, 2026, Town Council meeting reconvened in the Herndon Council Chambers, with six Councilmembers present, and Mayor LeBlanc presiding. Councilmember Alam was absent.

Work Session

Staff present during the meeting: Dan Hoffman, Town Manager; Kirstyn Jovanovich, Deputy Town Manager; Lesa Yeatts, Town Attorney; Brent Heavner, Chief Communications Officer; Tanya Kendrick, Chief of Staff/Chief Human Resources Officer; Marjorie Sloan, Director of Finance; and Margie C. Tacci, Deputy Town Clerk.

3. Discussion

a. Discussion on transferring the Town of Herndon's Commonwealth of Virginia 457 Deferred Compensation Plan to a COV 457 Plan through The Virginia Retirement System (VRS)

Mayor LeBlanc recognized Tanya Kendrick, Chief of Staff/Chief Human Resources Officer; Marjorie Sloan, Finance Director; and Mark Ipswich, QHP Consulting, for the staff report.

Ms. Kendrick stated that staff was requesting approval to transfer the Town's Commonwealth of Virginia 457 Deferred Compensation Plan from its current recordkeeper to the Commonwealth of Virginia 457 Deferred Compensation Plan administered through the Virginia Retirement System (VRS). She stated that the Town had maintained the plan since the early 2000s and that it included

approximately 217 current and former employee participants and approximately \$17 million in assets. The proposed transfer would reduce costs to the Town and plan participants, improve customer service and financial education opportunities, and allow participants to access the plan with their other VRS benefits.

Continuing the presentation, Ms. Sloan explained that staff had considered issuing a request for proposals for a new recordkeeper. During its research, staff identified the VRS plan as an available option and met with VRS representatives to review the administrative, procurement, and financial considerations. Staff also consulted with the Town of Vienna regarding its experience transferring to the VRS plan. Ms. Sloan stated that the transfer was expected to save the Town approximately \$30,000 annually, provide additional administrative efficiencies, and eliminate the need for a separate contract for plan document updates.

Mr. Ipswich discussed changes in the retirement plan industry, including fewer recordkeepers and increased administrative complexity resulting from the different VRS retirement plan structures. He stated that transferring the plan to VRS would provide more consistent service and administrative efficiencies for the Town and participants. Staff confirmed that the Town's existing plan permitted the transfer and stated that the anticipated effective date was February 1, 2027. The resolution provided by VRS contained the required language for the transfer.

Council, staff, and Mr. Ipswich discussed:

1. Available investment options, such as target-date funds, individual funds, risk-based model portfolios, and a brokerage option. Participants who did not make an investment selection would be placed in an age-based target-date fund and could change their investments after the transfer.
2. Process for transferring participant accounts and notifying participants. Staff advised that participants would receive advance notice and information regarding the transition, and Voya, the plan's recordkeeper, would offer information sessions and other educational resources.
3. The temporary blackout period during which participants would be unable to change investments, request distributions, or complete rollovers while the transfer was completed. Mr. Ipswich stated that participant funds would remain invested during that period and that the final transfer process was generally completed within a matter of days. Staff confirmed that the Town's plan did not permit participant loans.

Following further discussion, Mayor LeBlanc obtained Council consensus to place a resolution authorizing the transfer on the consent agenda at the next regular meeting.

4. Roundtable

Councilmember Lloyd: recognized the Town's Finance Department for earning accreditation from the Treasurers' Association of Virginia. He expressed appreciation to staff and commended the Department for their efforts.

Councilmember del Aguila: shared that he met with the Chief of Police and Town Manager regarding traffic-calming, radar data, and speeding concerns in residential neighborhoods. He stated that discussions were underway regarding a potential Herndon Drives Differently public awareness campaign intended to promote safer driving in residential areas. He indicated that the Chief of Police and Town Manager would provide any additional details.

Councilmember Garcia: no comments.

Councilmember Reyes: no comments.

Vice Mayor Hedrick: no comments.

Mayor LeBlanc: stated that he asked staff to review electric bicycle safety and educational measures implemented by the Town of Haymarket, considering applicable state laws and enforcement limitations, and report back to Council.

Mayor LeBlanc also asked whether the 2026 applicants had been notified about the Town's community donation program. Deputy Town Manager Kirstyn Jovanovich, confirmed that applicants had been notified and she advised that the Town received more than \$400,000 in requests for the \$200,000 available through the program. She stated that a report would be provided to the Town Manager and Council regarding the awards and distribution process.

Ms. Jovanovich further stated that Council would have an opportunity to review the program criteria before the next funding cycle. The program was expected to open in January so that Council would have information regarding the requests during the budget process.

In response to Mayor LeBlanc, Ms. Jovanovich confirmed that community organizations, including those that had previously been approved for Town services, were included in the program and not handled separately.

5. Adjournment

There being no further business, Mayor LeBlanc adjourned the July 14, 2026, Town Council Work Session at 7:57 p.m.

Margie C. Tacci
Deputy Town Clerk

Minutes approved by Town Council: _____

DRAFT

Agenda Item: Approval of the July 28, 2026, Town Council Regular Meeting Minutes

Meeting Date: August 25, 2026

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:

This is a request to approve the July 28, 2026, Town Council Regular Meeting Minutes.

Background/Timing Impact:

Town Council minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Town Council.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for the governing body.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

**HERNDON TOWN COUNCIL
Regular Meeting Minutes
Tuesday, July 28, 2026**

1. Call to Order

Mayor LeBlanc called the July 28, 2026, Town Council meeting to order at 6:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Councilmembers del Aguila, Garcia, Lloyd, Reyes; Vice Mayor Hedrick, and Mayor LeBlanc. Councilmember Alam was absent.

Mayor LeBlanc determined there was a quorum of six Councilmembers present.

2. Closed Meeting

a. A Closed Meeting pursuant to the Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to employment law

Mayor LeBlanc stated that the Council needed to go into a closed meeting and that the appropriate meeting notices were provided in accordance with state law. The closed meeting was held in the Hoover Conference Room in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia.

Councilmember Garcia moved that the Council convene in a closed meeting to discuss the following as permitted by Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to employment law. Vice Mayor Hedrick seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

The Council went into a closed meeting at 6:00 p.m.

Vice Mayor Hedrick moved to come out of the closed meeting. Councilmember Reyes seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

The Council came out of closed meeting at 6:50 p.m.

Vice Mayor Clark Hedrick moved to certify that, to the best of each member's knowledge, in the closed meeting just concluded, nothing was discussed except

the matter or matters (1) specifically identified in the motion to convene in closed meeting and (2) lawfully permitted to be discussed in a closed meeting under the provisions of the Virginia Freedom of Information Act as cited in that motion. Councilmember Alex Reyes seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

Aye: 6
Nay: 0
Absent: 1

Recess

At 6:50 p.m. Mayor LeBlanc called a brief recess, and at 7:00 p.m., the July 28, 2026, Town Council meeting reconvened in the Herndon Council Chambers, with six Councilmembers present, and Mayor LeBlanc presiding.

Regular Meeting

Staff present during the meeting: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Kirstyn Barr Jovanovich, Deputy Town Manager; Brent Heavner, Chief Communications Officer; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Lauri Sigler, Deputy Town Attorney; Maria Lee, Budget Manager; Jonathan Franssell, Supervisory Engineer, Public Works; and Amanda Kertz, Town Clerk.

Mayor LeBlanc announced that Council had previously met in a closed meeting, with six members present, pursuant to State Code requirements.

3. Pledge of Allegiance to the Flag of the United States of America

Mayor LeBlanc led the audience in the Pledge of Allegiance.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of six Councilmembers present.

Mayor Announcements

Mayor LeBlanc provided the following updates:

1. Thanked staff and those who participated in the July Fourth celebration and fireworks at Bready Park in recognition of the nation's 250th anniversary.
2. Noted that the Consent Agenda included an item recognizing Leidos, Inc., for donating a truck to the Town of Herndon. He thanked the company for

its generosity and expressed appreciation on behalf of the Herndon Police Department.

3. Announced that National Night Out would be held on Tuesday, August 4, at locations throughout the Town. He stated that he would visit several locations and present a mayoral proclamation recognizing the occasion on behalf of the Town.
4. Shared that the Town Square Tuesday concert series would continue through August 18 from 6:30 p.m. to 8:00 p.m. at Town Hall Square.

4. Presentations/Reports/Comments

a. Town Manager Report

Dan Hoffman, Town Manager, provided an update on Parcel H, also known as the "Comstock property." He stated that he had not received any new information, that a letter had been sent to the judge regarding the anticipated timeframe, and that the Town was awaiting further information.

b. Councilmember Comments

Councilmember del Aguila: stated that he attended the Stars and Stripes NOVA Committee meeting with Mayor LeBlanc. He also thanked the Town Council for supporting the "Drive Differently" initiative and asked the Town Manager to provide an update on it.

Dan Hoffman, Town Manager, stated that he and the Chief of Police were reviewing the issue. He noted that traffic safety is an area of emphasis for the Herndon Police Department each summer, especially as the start of the school year approaches. He stated that the "Drive Differently" campaign would begin toward the end of August and would include social media outreach, additional patrols, traffic-calming measures, which would be in coordination with the Roadway Safety Action Plan. He stated that related needs would be considered during future budget discussions and encouraged motorists to remain attentive and drive safely.

Councilmember del Aguila reiterated that many of the Town's residential neighborhoods are impacted by traffic safety issues. He thanked the Herndon Police Department for its support of the initiative.

Councilmember Reyes: no comments.

Councilmember Garcia: stated that he and Councilmember del Aguila would host their second annual book bag drive in August, near the beginning of the school year.

Councilmember Lloyd: no comments.

Vice Mayor Hedrick: no comments.

Mayor LeBlanc: provided the following updates:

1. Herndon Olympics were held on Tuesday, July 7. He carried the Town flag and provided opening remarks. The event is a long-standing Herndon tradition and provides children of all ages with an opportunity to participate alongside an Olympic medalist.
2. The Planning Commission and Town Council are working on the Comprehensive Plan update and the related early action plans. As part of that process, the bodies met jointly on Wednesday, July 8, to discuss the Comprehensive Plan process.

5. Comments from the Audience

No comments were offered.

6. Public Hearings

a. Resolution 26-G-41 to approve Special Exception – SE #26-03, 310 Missouri Avenue, to permit a home-based daycare use within the R-10, Residential Single-Family District

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Lisa Gilleran, Director of Community Development, for the staff report. Ms. Gilleran reviewed the application, including the property location, parking, indoor and outdoor play areas, requested hours of operation, and proposed conditions. She stated that the applicant is requesting a special exception to increase the maximum enrollment from seven to 12 children. Ms. Gilleran stated that the requested hours of operation are from 6:00 a.m. to 10:00 p.m., noting that most children would attend between 7:00 a.m. and 5:00 p.m., with the extended hours intended to accommodate families requiring additional flexibility. The proposed use meets the applicable zoning requirements with the recommended conditions and both staff and the Planning Commission recommended approval of the proposed resolution with the proposed conditions.

There was discussion among Council and staff regarding:

1. State requirements pertaining to home-based daycare related to ratios and employment.
2. Concerns that were raised during the Planning Commission's review of the application, related to parking, neighborhood activity, traffic, and the availability of the driveway and on-street parking.

Mayor LeBlanc called the applicant or the applicant's agent forward for comments.

Barbara Lopez Otero, applicant and owner of 310 Missouri Avenue, Herndon, did not provide comment.

Mayor LeBlanc called for comments from the audience.

- Joshua Willnasser, 312 Missouri Avenue, Herndon: while he stated he was not opposed to the application, he expressed concerns about traffic safety and speeding on Missouri Avenue. He asked if traffic-calming measures, like speed bumps, had been considered in this neighborhood.

Responding, Ms. Gilleran stated that traffic-calming was not evaluated as part of the special exception application. Town Manager Dan Hoffman noted that the Town recently updated traffic-calming standards and requested that the speaker provide his contact information, so staff could discuss the concern separately from the application.

Seeing no further comments, Mayor LeBlanc closed the public hearing and moved to Council for discussion and action.

Councilmember del Aguila moved to approve Resolution 26-G-41 to approve Special Exception – SE #26-03, 310 Missouri Avenue, to permit a home-based daycare use within the R-10, Residential Single-Family District, as presented.

Motion seconded by Councilmember Garcia.

There were brief comments from the Council.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

- b. Resolution 26-G-42 to approve a Special Exception – SE #26-04, 865 3rd Street, to permit a home-based business use within the R-15, Residential Single-Family District**

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Lisa Gilleran, Director of Community Development, for the staff report. Ms. Gilleran reviewed the application for a home-based instructional business providing robotics and coding instruction to children. The zoning ordinance permits up to three clients at one time in a home-based business, and the requested special exception would allow up to ten clients, one nonresident employee, and an expanded lesson schedule. She reviewed the proposed operating schedule, driveway drop-off and pick-up requirements, parking, and other conditions intended to maintain the residential character of the neighborhood. She stated that both staff and the Planning Commission recommended approval of the proposed resolution with the proposed conditions.

Farrokh Mansouri and Ekaterina Mansouri, owners of Launch Hub Learning, LLC, did not provide comments.

Mayor LeBlanc called for comments from the audience.

Seeing no further comments, Mayor LeBlanc closed the public hearing and moved to Council level for discussion and action.

Vice Mayor Hedrick moved to approve Resolution 26-G-42 to approve a Special Exception – SE #26-04, 865 3rd Street, to permit a home-based business use within the R-15, Residential Single-Family District, as presented.

Motion seconded by Councilmember Reyes.

There were brief comments from Council.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

- c. **Ordinance 26-O-18 to approve an Encroachment Agreement with AM Worldgate Owner, LLC, to permit the encroachment of stormwater ponding backup and overland relief resulting from development of the Worldgate Property in accordance with site plan MJP24-02, over a portion of Town owned property known as Chandon Park**

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Lauri Sigler, Deputy Town Attorney, for the staff report. Ms. Sigler stated that the proposed ordinance would approve an Encroachment Agreement with AM Worldgate Owner, LLC, related to the redevelopment of the Worldgate property. The agreement would permit increased temporary stormwater ponding backup and overland relief flow during a 100-year storm event over a portion of Town-owned property at Chandon Park resulting from the proposed redevelopment. She reviewed the site location, proposed retaining wall, drainage improvements, and the purpose of the agreement. She explained that the property owner would compensate the Town for the additional encroachment area, restore any park improvements affected by the encroachment, and maintain insurance for the benefit of the Town. She stated that staff had approved the associated site plan and recommended approval of the proposed Encroachment Agreement.

There was a brief question-and-answer session between Mayor LeBlanc and Jonathan Franssell, Supervisory Engineer, regarding the anticipated depth of the stormwater within the drainage swale during a 100-year storm event.

Mayor LeBlanc called the applicant or the applicant's agent forward for comments.

Matt Bonython, representing AM Worldgate Owner, LLC, stated that the retaining wall is necessary to accommodate the proffered trail extension connecting Elden Street to Chandon Park and expressed support for the staff presentation.

Mayor LeBlanc called for comments from the audience. Seeing no comments, Mayor LeBlanc closed the public hearing and moved to Council for discussion and action.

Councilmember del Aguila moved to approve Ordinance 26-O-18 to approve an Encroachment Agreement with AM Worldgate Owner, LLC, to permit the encroachment of stormwater ponding backup and overland relief resulting from development of the Worldgate property in accordance with Site Plan MJP24-02 over a portion of Town-owned property known as Chandon Park, as presented.

Motion seconded by Councilmember Garcia.

There were brief comments from Council.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

- d. **Ordinance 26-O-19 to amend the Fiscal Year (FY) 2027 Adopted Budget for the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, Stormwater Management Fund, and American Rescue Plan Act (ARPA) Fund**

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

7. General

a. Resolution 26-G-43 to authorize the Reserve of Fiscal Year (FY) 2026 funding for ongoing operations and maintenance, capital projects, and for outstanding encumbrances on June 30, 2026 for the FY 2027 Adopted Budget

Mayor LeBlanc opened the public hearing and called the first general item, stating that the two items would be presented concurrently, with separate action on each item. He recognized Marjorie Sloan, Director of Finance, to present the concurrent staff report.

Ms. Sloan stated that the next two items relate to the Town's annual fiscal year-end procedure to set aside specific amounts from the fund balance or net position for outstanding encumbrances and reserves that existed on June 30 of the prior fiscal year, as described in the Town Council's annual reserve resolution and annual budget ordinance. The Town Council's authorization of Fiscal Year (FY) 2026 reserves and encumbrances are not appropriated or budgeted amounts for FY 2027 under the Code of Virginia. Therefore, a resolution is proposed to authorize the reserve of FY 2026 funding as identified, and FY 2027 Budget Amendment 1 will recognize the designated reserves and outstanding encumbrances as of June 30, 2026, as FY 2027 budget appropriations. Ms. Sloan outlined the proposed amendment, which includes updates to the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, Stormwater Management Fund, and American Rescue Plan Act (ARPA) Fund, as reflected in Attachment A. The amendment does not include any new proposed spending.

Ms. Sloan reviewed the reserve categories, including operations and maintenance reserves and capital project reserves. A public hearing was required on the ordinance under the Code of Virginia requirements, and staff recommended approval of the proposed ordinance and resolution, as presented.

There was discussion among Council and staff about the budget amendment, including the process for carrying over funding and encumbrances from the previous fiscal year.

Mayor LeBlanc called for comments from the audience. Seeing no comments, Mayor LeBlanc closed the public hearing and moved to Council for discussion and action on the ordinance.

Action and Vote on
FY 2027 Budget Amendment Ordinance

Councilmember del Aguila moved to approve Ordinance 26-O-19 to amend the Fiscal Year (FY) 2027 Adopted Budget for the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, Stormwater Management Fund, and American Rescue Plan Act (ARPA) Fund, as presented.

Motion seconded by Councilmember Garcia.

There were brief comments from the Council.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

Mayor LeBlanc then called the companion General Item for consideration.

Action and Vote on
FY 2027 Budget Amendment Authorization Resolution

Vice Mayor Hedrick moved to approve Resolution 26-G-43 to authorize the Reserve of Fiscal Year (FY) 2026 funding for ongoing operations and maintenance, capital projects, and for outstanding encumbrances on June 30, 2026, for the FY 2027 Adopted Budget, as presented.

Motion seconded by Councilmember del Aguila.

There were brief comments from the Council.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

8. Consent

- a. **Resolution 26-G-44 to adopt the Commonwealth of Virginia 457 Deferred Compensation Plan for the Town of Herndon Employees**
- b. **Resolution 26-G-45 to accept a generous donation of a vehicle from Leidos, Inc.**
- c. **Approval of the June 23, 2026, Town Council Regular Meeting Minutes**
- d. **Approval of the July 8, 2026, Town Council and Planning Commission Joint Work Session Minutes**

On motion of Councilmember del Aguila, seconded by Councilmember Reyes, the Consent Agenda items were approved and carried by a 6-0 roll call vote, as presented, without comment. The vote was: Councilmember del Aguila, Councilmember Garcia, Councilmember Lloyd, Councilmember Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

9. Adjournment

There being no further business, Mayor LeBlanc adjourned the July 28, 2026, Town Council Regular Meeting at 7:49 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council: _____

[Note: Approved resolutions and ordinances are on file in the Town Clerk's office.]