



**HERNDON PLANNING COMMISSION
Special Work Session Minutes
Thursday, February 22, 2024**

1. Call to Order

The Planning Commission of the Town of Herndon, Virginia, met in special work session on Thursday, February 22, 2024, at 7:00 p.m. in the Town of Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Chair Mike Romeo, Vice Chair George Burke, and Commissioners: Mike McFarlane and Kevin Moses. Commissioners Jay Donahue, Dua'a Elbarasse, and Meron Yohannes were absent.

Staff present during the meeting: Lisa Gilleran, Director of Community Development; Lesa Yeatts, Town Attorney; Bryce Perry, Deputy Director of Community Development; Ahmad Zaki, Lead Planner/Long-range Planning; and Collin Okoniewski, Planning Operation Manager.

Chair Romeo called the February 22, 2024, Planning Commission Special Work Session to order at 7:17 PM and stated that 4 Commissioners were present, which constituted a quorum.

2. Public Hearings

- a. **COMPREHENSIVE PLAN AMENDMENT - CPA #23-01, Resolution to consider Comprehensive Plan Amendment, CPA #23-01, pursuant to Section 15.2-2229 of the Code of Virginia, an amendment to the Town of Herndon 2030 Comprehensive Plan, adopted August 12, 2008, as amended through May 24, 2022**

Chair Romeo opened the work session and called on Ahmad Zaki for the staff presentation.

Mr. Zaki delivered the staff presentation dated February 22, 2024, which is on file with the Department of Community Development.

Chair Romeo opened the floor for questions by asking about discrepancies between the staff memo and the PowerPoint presentation sections regarding the

staff recommendation section. Ms. Gilleran advised that since sending the agenda and materials out for the meeting staff's position has evolved. Ms. Gilleran stated that centralized edits to the plan would be necessary as both the staff and members of the TRG Advisory Committee were disappointed in the current state of the plan.

Vice Chair Burke voiced his concern and disappointment on behalf of the TRG Advisory Committee.

The Planning Commissioners also voiced discomfort at seeing additional materials including a possible errata sheet outlining necessary changes at the public hearing on February 26th, and said that they would be averse to motion for a continuance with the hopes of sorting the plan and the errata sheet out in the March meetings.

Staff advised that they were looking at the possibility of holding an special regular meeting to meet the legal ad deadlines, but they needed to discuss it further with the Town Clerk and then run additional dates by the Planning Commission in order to obtain a quorum. Staff explained that they were still working out the planning of how this application would be presented and heard in the March meetings by the planning commission.

Chair Romeo asked that any additional meeting dates be promptly run by commissioners for quorum maintenance purposes by email, of which staff agreed.

3. Comments

a. Comments from the Commissioners

Chair Romeo recognized the Commissioners for additional comments.

There were no comments from Commissioners.

b. Comments from the Staff Members

Chair Romeo recognized staff members for additional comments.

Staff advised that the Town was looking to begin broadcasting work sessions July 1, 2024, but nothing had been set yet.

4. Adjournment

There being no further business, and without objection, Chair Romeo adjourned the February 22, 2024, Planning Commission Special Work Session at 7:44 PM.

A handwritten signature in black ink that reads "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

Minutes approved by the Planning Commission: March 25, 2024