



HERNDON PLANNING COMMISSION

Work Session Minutes Monday, January 8, 2024

1. Call to Order

The Planning Commission of the Town of Herndon, Virginia, met in work session on Monday, January 8, 2024, at 7:01 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: Dua'a Elbarasse, Mike McFarlane, and Meron Yohannes. Commissioner Kevin Moses was absent.

Staff present during the meeting: Lisa Gilleran, Director of Community Development; Bryce Perry, Deputy Director of Community Development; David Stromberg, Zoning Administrator; Lesa Yeatts, Town Attorney; Ahmad Zaki, Lead Planner, Long-Range Planning; Fadrique Iglesias, Community Planner and Deputy Zoning Administrator; and Collin Okoniewski, Planning Operations Manager.

Chair Romeo called the January 8, 2024, Planning Commission Work Session to order at 7:01 PM and stated that 6 Commissioners were present, which constituted a quorum.

2. Public Hearings

- a. **ZONING MAP AMENDMENT - ZMA #22-02, 13100 and 13150 Worldgate Drive, in the PD-W, Planned Development-Worldgate zoning district with proffered conditions to allow the redevelopment of the site with single-family attached and multi-family residential uses. (Continued from the December 18, 2023 regular meeting.)**

Chair Romeo opened the work session and called on Mr. Perry for the staff presentation.

Mr. Perry delivered the staff memo and staff presentation dated January 9, 2024, which are on file with the Department of Community Development.

Staff withheld a recommendation for the Planning Commission.

Chair Romeo recognized the Commissioners for questions.

Chair Romeo inquired staff as to the timeline for the applicant to provide responses to staff comments. Mr. Perry indicated that staff hoped to have a resolutions to most of the comments in a meeting later this week with the applicant. Staff provided that they were unsure of whether these comments would be able to be relayed back to the Planning Commission by their public hearing later this month.

b. APPLICATION FOR A SPECIAL EXCEPTION – SE #23-03, 299 Herndon Parkway, Suite 106, to allow personal service use consisting of cosmetics and aesthetic services

Chair Romeo opened the work session and called on Mr. Iglesias for the staff presentation.

Mr. Iglesias delivered the staff report and staff presentation dated January 8, 2024, which are on file with the Department of Community Development.

Staff recommended that the Planning Commission approve Special Exception, SE #23-03, in accordance with the draft resolution.

Chair Romeo recognized the Commissioners for questions.

Chair Romeo inquired staff whether the applicant was aware of and agreed to the conditions proposed in the draft resolution. Mr. Iglesias advised the Commissioners that the applicant was aware and was content with the conditions proposed.

Commissioners offered comments concerning the parking requirements at the location as it relates to both the personal services use, and the smaller retail use. Further, there were comments about the enforcement of the conditional requirements should a parking issue arise.

c. 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 Mr. Zaki for the staff presentation.

Mr. Zaki delivered the staff report and staff presentation dated January 8, 2024,

which are on file with the Department of Community Development.

Staff withheld a recommendation for the Planning Commission.

Chair Romeo recognized the Commissioners for questions.

Chair Romeo opened the comment and question period with a question to staff to clarify what they need the Planning Commission to evaluate specifically. Ms. Gilleran provided an outline on the expectations utilizing a number of examples from the draft plan. Chair Romeo initiated a discussion as to prescriptive versus flexibility for staff and the consultants as the draft plan is finalized. Commissioners overall agreed that flexibility was of greater priority. Chair Romeo encouraged broader design related prescriptiveness rather than focusing on granular items. Commissioners also voiced the importance of choosing battles when being prescriptive, and echoed the understanding that they may need to be open to compromise.

Vice Chair Burke spoke about the idea of maintaining consistency through architectural features. Staff stated that although they agreed, prescriptiveness of features may not be possible given the length of time and changes to features and availability in the time lapsing from plan adoption to when some properties may be developed. Commissioners agreed that elements of the architecture could be consistent.

The Commission discussed the idea of the five neighborhoods outlined by staff that are separated by building height requirements and how these areas should have some prescriptiveness to their architectural connectiveness within each of these areas. The Commissioners also voiced that a certain feel should be maintained throughout these areas despite their detailed differences in uses and architectural features.

Chair Romeo and Vice Chair Burke proposed the idea of allowing flexibility for developers to digress from the proposed plan as long as they provide adequate and relevant justification for their proposal. Chair Romeo explained further that more prescriptive language should be saved for the zoning map amendment phase of the development and not be completely outlined in the small area plan.

The discussion closed with the topic of parking, specifically related to the area that is currently home to Sunset Business Park. Staff explained that the proposed parking in this area is not onsite, and the Commissioners voiced concern over that aspect, and stated that onsite parking in this area should be highly encouraged.

3. New Business

a. Resolution to amend and restate the Bylaws of the Town of Herndon Planning Commission

Chair Romeo called on Ms. Yeatts for the staff report and presentation.

Ms. Yeatts delivered the staff report and staff presentation dated January 8, 2024, which are on file with the Department of Community Development.

Staff recommended that the Planning Commission approve the Resolution to amend and restate the Bylaws of the Town of Herndon Planning Commission.

Chair Romeo recognized the Commissioners for questions.

Commissioner Yohannes asked for clarification on the current attendance requirements for both the Planning Commission and the Town Council.

Chair Romeo asked for clarification on the staff's reasoning for certain changes. Chair Romeo also mentioned he had some additional changes he would like to propose.

Ms. Yeatts clarified the sections in question and advised that she would look at the proposals by Chair Romeo and provide updates on feasibility in upcoming meetings on the bylaws.

b. Discussion - Election of Officers

Chair Romeo called on Ms. Yeatts for the discussion.

Ms. Yeatts provided a brief overview of the elections process for the Planning Commission.

Chair Romeo recognized the commissioners for questions. There were no questions from Commissioners.

4. Comments

a. Comments from the Staff Members

Chair Romeo recognized staff members for additional comments.

Ms. Gilleran advised that the TRG Advisory Committee would be meeting on Wednesday, January 10th, 2024.

b. Comments from the Commissioners

Chair Romeo recognized the Commissioners for additional comments.

Commissioner Yohannes asked the staff about the 'Tunnel Girl' case that is hitting the news. Ms. Gilleran and Ms. Yeatts provided Commissioners with updates on the case as it currently stands.

5. Adjournment

There being no further business, on the motion of Vice Chair Burke, seconded by Commissioner Yohannes, and without objection, the January 8, 2024, Planning Commission Work Session was adjourned at 9:11 p.m.



Aaron Zoellick
Clerk of Boards and Commissions

Minutes approved by Planning Commission : February 26, 2024