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PLANNING COMMISSION

Monday

December 16, 2019

The Planning Commission met in public session on Monday, December 16, 2019, at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Chair C. Melissa Jonas, Vice Chair George Burke and Commissioners Marcia Bouchard, Paul LeReche, Kevin Moses, Sean Regan and Michael Romeo.

Others present during the meeting: Lesa Yeatts, Town Attorney; Elizabeth Gilleran, Director of Community Development; David Stromberg, Zoning Administrator; Dana Heiberg, Senior Planner and Erika Orellana, Clerk to Boards and Commissions.

Chair Jonas called the meeting to order at 7:00 p.m., seven Commissioners present, and with Chair Jonas presiding.

1. DETERMINATION OF QUORUM

For the record, Ms. Orellana, Clerk to Boards and Commissions, called the roll, with seven members present, which constituted a quorum.

2. APPROVAL OF AGENDA

On the motion of Commissioner Moses, seconded by Commissioner LeReche and carried by a vote of 7-0, the agenda for the December 16, 2019 public hearing meeting was approved. The vote was: Commissioners Bouchard, LeReche, Moses, Regan, Romeo, Vice Chair Burke and Chair Jonas voting "Aye."

3. APPROVAL OF MINUTES

Vote on November 18, 2019 **Work Session Minutes**

On the motion of Vice Chair Burke, seconded by Commissioner Moses and carried by a vote of 7-0, the minutes for the November 18, 2019 work session meeting were approved. The vote was: Commissioners Bouchard, LeReche, Moses, Regan, Romeo, Vice Chair Burke and Chair Jonas voting "Aye."

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(public hearing)**

**November 25, 2019
Public Hearing Minutes**

On the motion of Vice Chair Burke, seconded by Commissioner Moses and carried by a vote of 6-0, the minutes for the November 25, 2019 public hearing meeting were approved. The vote was: Commissioners Bouchard, LeReche, Moses, Regan, Vice Chair Burke and Chair Jonas voting "Aye. Commissioner Romeo abstained.

4. COMMENTS FROM THE STAFF

Elizabeth Gilleran, Director of Community Development, wished everyone a happy holiday season.

5. COMMENTS FROM THE PLANNING COMMISSIONERS

Chair Jonas commented on the work of the community and complimented the town on the two weekends of holiday events that included the holiday home tour, tree lighting, the winter market and the 30th year of the train show.

6. COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

PUBLIC HEARINGS

- 7. ZONING ORDINANCE TEXT AMENDMENT – ZOTA #19-02, to consider amending Chapter 78 (ZONING), Article III (Residential Districts), to revise standards for communications towers and develop standards for utility distribution or transmission poles and to establish a maximum \$500 fee for administrative review eligible projects in Article XV (Decision-Making Authorities, Application Review, and Permitting), Section 78-152.2(b)(3) (Fees) pursuant to Virginia Code 15.2-2286(A)(6). (Continued from the November 25, 2019 Planning Commission public hearing.)**

Note: This item was continued from the November 25, 2019 Planning Commission public hearing.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, November 27, 2019 and December 6, 2019 issues.

Chair Jonas opened the public hearing and called on David Stromberg, Zoning Administrator, to provide staff updates.

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Mr. Stromberg presented the staff memos dated December 9, 2019 and December 16, which are on the file in the Department of Community Development.

Staff recommended approval of ZOTA #19-02.

There were questions asked of staff by Commissioners Regan and Moses to get clarification of the 60-day shot clock time frame and if there were any prohibitions of placing the small cells on top of commercial buildings. Mr. Stromberg responded that the 60-day shot clock would apply to administrative review eligible projects but not to projects requiring legislative approval. Mr. Stromberg responded that colocations are required to be reviewed administratively.

There was no discussion on this item by the Commissioners.

Chair Jonas asked for comments from the audience. There were no comments by the audience, no audience present.

Following the public hearing, Commissioner Bouchard moved approval of ZOTA #19-02. This motion was seconded by Vice Chair Burke.

Following brief comments made by Chair Jonas, the question was called on the motion, which was carried by a vote of 7-0. The vote was: Commissioners Bouchard, LeReche, Moses, Regan, Romeo, Vice Chair Burke and Chair Jonas voting "Aye."

8. **Five Year Review of the Comprehensive Plan:** The Planning Commission will review the town's comprehensive plan to determine the status of the plan and potential future amendments. Section 15.2-2230 of the Virginia Code states that at least once every five years the plan shall be reviewed by the local planning commission to determine whether it is advisable to amend the plan. Since the August 12, 2008 adoption of the Town of Herndon 2030 Comprehensive Plan, review by the commission has resulted in seven plan amendments which were adopted by Town Council in 2011, 2012, 2015, 2017 and 2019. **(Continued from the November 25, 2019 Planning Commission public hearing.)**

Note: This item was continued from the November 25, 2019 Planning Commission public hearing.

Certificates of Publication were filed from the Editor of the *Fairfax County Times Newspapers*, showing that notices of said public hearing had been duly advertised in the Friday, November 27, 2019 and December 6, 2019 issues

Chair Jonas opened the public hearing and called on Dana Heiberg, Senior Planner.

Mr. Heiberg presented the staff memo dated December 9, 2019 and staff memo dated December 16, which are on the file in the Department of Community Development.

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Staff recommended approval of the Five Year Review of the Comprehensive Plan.

Commissioner Regan asked for more clarification of prioritizing economic development. Mr. Heiberg and Ms. Gilleran explained that the economic manager would be assisting in the development of the Chapter on Economic Development and that position did not exist in the 2008.

There was no discussion on this item by the Commissioners.

Chair Jonas asked for comments from the audience. There were no comments by the audience, no audience present.

Following the public hearing, Commissioner Bouchard moved approval of the Five Year Review of the Comprehensive Plan in accordance with the draft resolution on Attachment #1. This motion was seconded by Commissioner LeReche.

The question was called on the motion, which was carried by a vote of 7-0. The vote was: Commissioners Bouchard, LeReche, Moses, Regan, Romeo, Vice Chair Burke and Chair Jonas voting "Aye."

[Note: Attachment #1]

Resolution – Five Year Review of the Town of Herndon 2030 Comprehensive Plan and its associated supplements, as required by the Code of Virginia, Section 15.2-2230 (1950), as amended.

WHEREAS, the Town of Herndon, Virginia 2030 Comprehensive Plan was adopted August 12, 2008; the Planning Commission completed an initial review of the plan in 2013 and has continued to recommend amendments to the plan; and

WHEREAS, at this time the Planning Commission has completed a review of the comprehensive plan as required by the Code of Virginia, to determine if it is advisable to amend the plan; and

WHEREAS, several amendments to the comprehensive plan have addressed major goals and objectives of the original plan through intensive planning processes driven by community input; specifically, the plan was amended by Town Council after Planning Commission recommendation, as follows:
CPA 10-01, Downtown Master Plan, adopted February 22, 2011;
CPA 11-01, Downtown Streetscape Map, a residential streetscape map designation along Center and Vine streets, adopted September 27, 2011;
CPA 11-02, Herndon Metro Station Area Plan, adopted February 28, 2012;
CPA 15-01, Fairbrook Drive Extension, a change to the Major Street Network Map adopted January 13, 2015;
CPA 17-02, Cycle Track on Herndon Parkway, to establish a cycle track along Herndon Parkway approximately 2,000 feet south of the W & OD Trail property at the eastern side of the town, adopted September 27, 2017.
CPA 18-01, South Elden Area Plan, adopted February 12, 2019; and

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CPA 18-02, South Elden Street Design Concept, adopted February 26, 2019; and

WHEREAS, the Planning Commission and staff have completed an outreach process during 2019 on the Five Year Review of the comprehensive plan, which has included a public input meeting on September 25, 2019, preceded by staff outreach at the Herndon Farmers Market, as well as presentations and discussion at several community group meetings including, the Herndon Youth Advisory Committee, the Herndon Committee of the Dulles Regional Chamber of Commerce, the Herndon Economic Development Advisory Committee and the Pedestrian, Bicycle Advisory Committee and through a variety of media channels; and

WHEREAS, the Planning Commission of the Town of Herndon, Virginia finds that the comprehensive plan as amended to date contains the plans and policies that the commission supports.

NOW THEREFORE, BE IT RESOLVED that the Planning Commission of the Town of Herndon recommends to the Town Council that the following priorities for the development of potential future amendments to the plan and for the implementation of the comprehensive plan be adopted:

1. Continue a cooperative relationship with Fairfax County and regional entities regarding major public services such as human services, public transportation, and fire and rescue, while remaining vigilant to ensure that the town receives adequate and equitable services.
2. Ensure that the town's public facilities serve the needs of all ages and abilities.
3. Continue to assess indoor and outdoor recreational facilities and seek needed additional facilities through the land development entitlement process to ensure that increase service demand is met.
4. Continue to advance the comprehensive plan goal as adopted in the Metrorail Station Area Plan to provide housing choices for those attracted to compact, mixed use, walkable neighborhoods with nearby transit availability. Explore opportunities to achieve a greater range of housing choices through redevelopment in areas of the town where the comprehensive plan supports redevelopment. For example, the areas designated Adaptive Area or Adaptive Area-Residential on the comprehensive plan land use map.
5. Continue to advance major pedestrian and multimodal facilities in the Capital Improvement Program such as the Van Buren Street Improvements, the W & OD Trail Lighting and other pedestrian and bicycle connections to enhance access to Metrorail as well as other connections and linkages throughout the town and connecting to areas in Fairfax County or Loudoun County striving to ensure a walkable and multimodal community.
6. Ensure that while every town resident lives within ½ mile of a park, those parks are accessible by all forms of transportation and for all

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residents regardless of their varying sensory, communication and activity abilities.

7. Undertake a minor plan amendment to add references within the comprehensive plan to the Sustainability Plan adopted December 12, 2017, the Streetscape Manual adopted October 2018, the Bicycle Network Master Plan adopted August 13, 2019, and the Pedestrian Plan adopted October 29, 2019. This amendment should also address outdated references or instances where an older planning document has been superseded by more recent Town Council action.

8. Support the environmental goals of the plan including compliance with Virginia Chesapeake Bay Act requirements and the implementation of water quality improvement projects within the town through a cooperative agreement with Fairfax County and funded by the countywide stormwater service district tax. Depending on Virginia Department of Environmental Quality direction and guidance, develop an updated plan chapter on the environment including Chesapeake Bay policy specific to water quality and watershed improvements.

9. Amend the Heritage Preservation chapter of the comprehensive plan to provide desired changes to preservation policy, using the term “historic” rather than the term “heritage.”

10. Consider the regional planning efforts related to resilience, including the Northern Virginia Regional Commission’s “Resilient Critical Infrastructure, A Roadmap for Northern Virginia,” February 2018, which contains a goal to identify appropriate policy frameworks to respond to climate change planning and adaptation.

11. Continue to support cooperation with Fairfax and Loudoun with regard to new development and public facilities planning within areas that are close to the town/county boundaries, especially the coordination of all modes of transportation improvements with regard to major transit-oriented development areas.

12. Incorporate a plan chapter on economic development.

13. Ensure that future comprehensive plan amendments promote universal design and opportunities for individuals with varying sensory, communication and activity abilities.

14. Complete infrastructure impact analysis in the near term to inform planning efforts and to allow for full consideration of a potential plan amendment process relative to the Transit Related Growth area or designated portions (subareas) thereof.

15. In general, consider the 2040 and 2045 time horizons and beyond throughout the comprehensive plan document as these horizons have been part of the more recent plan amendment efforts adopted by the town. Further, these horizons have become part of the town’s participation in regional planning and funding efforts.

16. Downtown Master Plan: The commission acknowledges that there will be a significantly changed environment in place by the next five-year

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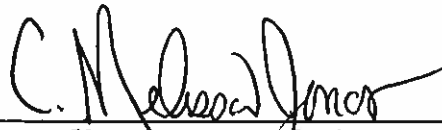
comprehensive plan review, as there are major projects currently in the development pipeline. Leading up to year 2024, reconsider the plan relative to the land use and density for non-redeveloped properties and other areas within the context and the experience of the build-out that has occurred by that point in time.

17. Continue to engage in regional planning efforts related to the Innovation Metrorail Station and surrounding areas within Loudoun County and Fairfax County.

Chair Jonas complimented the work that Wreaths Across America did this past weekend.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:24 p.m.



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



**Erika Orellana
Clerk to Boards and Commissions**

Minutes approved by the Planning Commission: January 27, 2020