

**TOWN OF HERNDON, VIRGINIA
PLANNING COMMISSION PUBLIC HEARING AGENDA
NOVEMBER 25, 2019
HERNDON COUNCIL CHAMBERS BUILDING
765 LYNN STREET
7:00 P.M.**

CALL TO ORDER

1. Roll Call

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. October 21, 2019, Planning Commission Work Session Draft Minutes
3. October 28, 2019, Planning Commission Public Hearing Draft Minutes

COMMENTS

4. Comments from the Staff Members
5. Comments from the Commissioners
6. Comments from the Audience

NEW BUSINESS

7. **Resolution** to change the regularly scheduled public hearing date in November, 2020 and the regularly scheduled work session and public hearing dates in December, 2020.

PUBLIC HEARINGS

8. **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).
9. **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.

ADJOURNMENT

Future Planning Commission Meetings:

December 9, 2019	Planning Commission work session	7:00 p.m.
December 16, 2019	Planning Commission public hearing	7:00 p.m.



MEMORANDUM

To: Chairman Jonas and Members of the Planning Commission

From: Elizabeth M. Gilleran, Director of Community Development 

Date: November 25, 2019

Subject: Proposed Changes to the 2020 Planning Commission Meeting Schedule

Staff is recommending that the Planning Commission adopt the attached resolution amending the Commission's 2020 schedule for the months of November and December.

Per the bylaws the 2020 November public hearing is scheduled for Monday, November 23rd, which is the Monday before Thanksgiving. To ensure a quorum and encourage the public and applicants to participate, the resolution moves the public hearing to Monday, November 16, 2020.

During December of 2020 the Planning Commission's public hearing falls on December 28th. To ensure a quorum and encourage the public and applicants to participate, the proposed resolution moves the public hearing to December 14th. The rescheduling of the public hearing to the 14th requires that the work session be rescheduled from the 14th to the 7th.

Attachment #1- Resolution

TOWN OF HERNDON, VIRGINIA

RESOLUTION

November 25, 2019

Resolution - Amending the regularly scheduled 2020 Planning Commission calendar for the months of November and December.

WHEREAS, the Planning Commission of the Town of Herndon, Virginia, has reviewed the Planning Commission work session and public hearing calendar for the year 2020, and

WHEREAS, the Planning Commission has found that during the months of November and December the dates for public hearings, as established by the bylaws, fall within the same weeks as major holidays, and

WHEREAS, the Planning Commission wishes to ensure that the scheduling of public hearing and work sessions encourages the general public and applicants to attend and to participate, and

WHEREAS, the Planning Commission wishes to ensure, to the greatest degree possible, that commission members experience as few scheduling conflicts as possible thus ensuring a quorum.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Herndon, Virginia, that the regularly scheduled public hearing of November 23, 2020 is rescheduled to November 16, 2020.

BE IT FURTHER RESOLVED that, the regularly scheduled public hearing of December 28, 2020 is rescheduled to December 14, 2020 and that the corresponding work session scheduled for December 14, 2020 is rescheduled to December 7, 2020.



MEMORANDUM

To: Chairman Jonas and Members of the Planning Commission

From: Elizabeth M. Gilleran, Director of Community Development 

Date: November 25, 2019

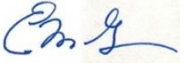
Subject: Zoning Ordinance Text Amendment – ZOTA #19-02 – Small Cell Installations

The staff is recommending that the Planning Commission continue this item until the December 16, 2019 Planning Commission Public Hearing. Continuation will provide staff the opportunity to obtain the information requested by the Planning Commission at the November 18, 2019 work session.



MEMORANDUM

To: Chairman Jonas and Members of the Planning Commission

From: Elizabeth M. Gilleran, Director of Community Development 

Date: November 25, 2019

Subject: 5-Year Review of the 2030 Comprehensive Plan

The staff is recommending that the Planning Commission continue this item until the December 16, 2019 Planning Commission Public Hearing to permit additional public comment and provide staff time to incorporate the amendments requested by the Planning Commission at the November 18, 2019 work session.