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**PLANNING COMMISSION
Work Session
October 21, 2019**

The Planning Commission of the Town of Herndon, Virginia, met in work session on Monday, October 21, 2019 at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Chair 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; Fermina Rochac, Community Inspector; and Erika Orellana, Clerk to Boards and Commissions.

1. DETERMINATION OF QUORUM

Chair Jonas stated that there were seven members present, which constituted a quorum.

PUBLIC HEARING

- 2. ZONING ORDINANCE TEXT AMENDMENT – ZOTA #18-03, to consider amending Chapter 78 (ZONING), by adding subsection 78-80.4(u), to permit and establish limitations on short-term rentals as an accessory use to residential dwelling units provided certain standards are met, whereas they are currently not permitted, and Section 78-180, (Definitions) to define the term. A maximum fee of \$200 will be established in Section 78-152.2(b)(3) (Fees), for a two-year permit and inspection for short-term rental establishments pursuant to Virginia Code 15.2-2286(A)(6). (Continued from September 23, 2019 Planning Commission public hearing).**

Note: This item was continued from the September 23, 2019 Planning Commission public hearing.

David Stromberg, Zoning Administrator, provided the staff memo dated October 21, 2019 for this item, ZOTA #18-03.

There was a discussion amongst the Planning Commission and staff regarding the two points in the staff memo. The Commission stated a desire to have short-term rental provisions be re-evaluated after they have been in effect for two years to see if any amendments are needed. There were some concerns regarding parking and how it

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would apply for various housing types such as single family detached, single family attached, and condos. The Commission indicated a preference that accessory dwelling units not be used for short-term rentals and discussed that this issue be reviewed after implementation of the short-term rental ordinance.

DISCUSSIONS

3. 5-Year Review of the Comprehensive Plan

Elizabeth Gilleran, Director of Community Development updated the Commissioners on the 5-Year Review of the Comprehensive Plan meeting that took place in the month of September. Ms. Gilleran stated that the plan may be on the Planning Commission's agenda in November.

4. Items of Interest

There were no items of interest.

5. COMMENTS FROM THE STAFF

There were no comments from staff.

6. COMMENTS FROM THE COMMISSIONERS

There were no comments from the Commissioners.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:25 p.m.



Erika Orellana
Clerk to Boards and Commissions



C. Melissa Jonas, Chair
Planning Commission

Minutes approved by the Planning Commission: November 25, 2019