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**PLANNING COMMISSION
Work Session
August 12, 2019**

The Planning Commission of the Town of Herndon, Virginia, met in work session on Monday, August 12, 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, Sean Regan and Michael Romeo. Commissioner Kevin Moses was absent.

Others present during the meeting: Lesa Yeatts, Town Attorney; Elizabeth Gilleran, Director of Community Development; Michael Wallick, Transportation Planner; John Jay Sergent, Engineer and Collin Okoniewski, Planning Operations Manager.

1. DETERMINATION OF QUORUM

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

PUBLIC HEARING

- 2. Elden Street Sidewalk Improvements (Center to School Street)**, to consider a resolution recommending authorization of an application to the Commonwealth Transportation Board for VDOT – Transportation Alternatives Set-Aside funding for federal fiscal years 2021 and 2022 and endorsement of the "Elden Street Sidewalk Improvements" project. This project is intended to improve pedestrian safety, accessibility, and overall walkability along a road segment serving as a vital pedestrian connection between downtown and the south Elden commercial corridor. It involves redesigning and reconstructing the streetscape on the south side of Elden Street between Center Street to the east and near School Street to the west. In accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a request by resolution be received from the local government in order for the Virginia Department of Transportation to consider a new Transportation Alternatives Set-Aside project in the Town of Herndon.

Michael Wallick, Transportation Planner, provided the staff report dated August 12, 2019 for this item, Elden Street Sidewalk Improvements (Center to School Street).

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Mr. Wallick provided the Commissioners with the details of the sidewalk improvement project and explained the funding process and specifications related thereto.

Following the information staff provided, there was a discussion amongst the Commission and staff on this item.

Vice Chair Burke inquired as to why this particular portion of Elden Street was chosen for the Set Aside funding application in comparison to other street sections throughout the Town.

Chair Jonas and Commissioner LeReche asked if the sidewalk height could be adjusted to compensate for curb cuts along Elden Street. They further noted that the curb cuts seem to drastically change the elevations of the sidewalk and make walking difficult along this specific section of Elden Street.

Commissioner LeReche also inquired if the project would incorporate surface treatment around utility poles to assist those that are sight impaired as they walk down this stretch of Elden Street.

Chair Jonas questioned whether the narrowing of Elden Street as a result of this project near the intersection of Elden Street and Ferndale will affect the transition area where traffic is expected to merge from 2 lanes down to 1 lane heading Northeast on Elden Street.

DISCUSSION

3. Comprehensive Review Plan-5-Year Review

Elizabeth Gilleran, Director of Community Development informed the Commissioners that there will be a 5-year review outreach meeting to engage the members of the public as well as with the Chamber of Commerce.

Ms. Gilleran also informed the Commissioners that staff met with the Herndon Youth Advisory Council to introduce them to the Comprehensive Plan and its 5-year review. Ms. Gilleran was very pleased with the engagement of the Youth Advisory Council and informed the commissioners that staff received useful feedback that they will bring before the Planning Commission at a later date.

4. COMMENTS FROM THE STAFF

There were no comments from the staff.

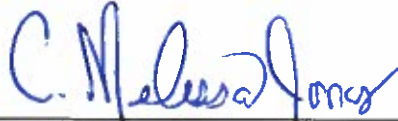
5. COMMENTS FROM THE COMMISSIONERS

Commissioner Romeo presented research from a recent Virginia planning conference that he attended. He also inquired about the town's recycling plan. It was agreed that Tammy Chastain, Deputy Director of Public Works, would be invited to a future work session to discuss recycling.

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ADJOURNMENT

There being no further business, the meeting adjourned at 8:06 p.m.



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



**Collin Okoniewski
Planning Operations Manager**

Minutes approved by the Planning Commission: September 23, 2019