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PLANNING COMMISSION
Work Session
Monday, April 26, 2021

Pursuant to Virginia Code Section 2.2-3708.2, as amended; the Governor's Executive Orders, as amended; and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments. The meeting was broadcast and recorded through Cisco WebEx and details for the meeting were made available to the public on Wednesday, April 21, 2021. In attendance electronically were: Chairman Romeo, Vice Chair George Burke and Commissioners: Jay Donahue, Paul LeReche, Michael McFarlane, Kevin Moses and Meron Yohannes.

Staff present during the meeting: Lesa Yeatts, Town Attorney and Parliamentarian, Lisa Gilleran, Director of Community Development, and David Stromberg, Zoning Administrator, Bryce Perry, Deputy Director of Community Development and Erika Orellana, Clerk to Boards and Commissions.

STAFF ANNOUNCEMENTS

Erika Orellana, Clerk to Boards and Commissions, stated that the Planning Commission work session will be held electronically. Individuals are encouraged to participate and to provide comments for the record at planning.commission@herndon-va.gov.

Ms. Orellana stated, for the record, that:

The Planning Commission work session held that evening was being conducted electronically Pursuant to Virginia Code Section 2.2-3708.2, as amended; the Governor's Executive Orders, as amended; and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments.

- Proper notice of the electronic meeting was provided in accordance with Section 2.2-3708.2 of the Code of Virginia, along with information for viewing the meeting and submitting comments for the record;

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- The agenda and meeting materials are available on the town's website;
- Electronic meetings begin with a roll call and determination of quorum; and
- All votes, including adjournment, will be by roll call vote.

1. ROLL CALL /DETERMINATION OF QUORUM

Chairman Romeo called the work session to order at 7:00 p.m. and asked the Clerk to call roll call.

Ms. Orellana called roll call.

Chairman Romeo stated, for the record, that there was a quorum present, electronically, that evening.

ANNOUNCEMENT BY CHAIRMAN

Chairman Romeo announced that Lesa Yeatts, Town Attorney and Parliamentarian, Lisa Gilleran, Director of Community Development, and David Stromberg, Zoning Administrator, and Bryce Perry, Deputy Director of Community Development were also present.

DISCUSSIONS

2. Items of Interest

Chairman Romeo called on Lisa Gilleran to provide items of interest. Ms. Gilleran informed the Planning Commissioners that May 6th, the Town Council will have a meeting to discuss their strategic initiative on the accessory dwelling units. Chairman Romeo asked if the Town Council will be considering in starting in-person meetings. Town Attorney Lesa Yeatts stated Town Council has not taken this formally, there are discussions in the works, to determine when and how will the in-person meetings will occur.

3. Accessory Dwelling Units

Chairman Romeo called on Lisa Gilleran to provide the presentation of the staff memo for the discussion item, Accessory Dwelling Units. Ms. Gilleran stated that she did not have any updates to provide to the Planning Commissioners, , but rather the staff was looking for direction regarding the Commission's thoughts and consensus on the letter to the Mayor and Town Council, dated April 29, 2021 and drafted by the Chair.

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Chairman Romeo called on the Commissioners for comments or questions to staff. The Planning Commissioners asked for clarification on the following topics, the ADU ordinance in other jurisdictions, two year permit requirements, statue requirements, addressed affordability, etc.

Ms. Gilleran provided responses to the Planning Commissioners questions.

4. COMMENTS FROM THE STAFF

There were no comments from the staff.

5. COMMENTS FROM THE COMMISSIONERS

There were no comments from the Commissioners.

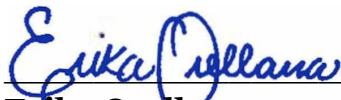
ADJOURNMENT

On the motion of Vice Chair Burke, seconded by Commissioner LeReche and carried by a vote of 7-0, the April 21, 2021 Planning Commission work session was adjourned. The vote was: Commissioners Donahue, LeReche, McFarlane, Moses, Yohannes, Vice Chair Burke and Chairman Romeo voting "Aye." Commissioner Moses was absent.

There being no further business, the meeting adjourned at 7:36 p.m.



**Michael Romeo, Chairman
Planning Commission**



**Erika Orellana
Clerk to Boards & Commissions**

Minutes approved by the Planning Commission: June 28, 2021