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PLANNING COMMISSION

Monday

January 24, 2022

The Planning Commission met in public session on Monday, January 24, 2022, at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Chairman Michael Romeo, Vice Chair George Burke and Commissioners, Paul LeReche, Mike McFarlane and Meron Yohannes. Commissioners Jay Donahue and Kevin Moses were absent.

Others present during the meeting: Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; and Erika Orellana, Clerk of Boards and Commissions.

Chairman Romeo called the meeting to order at 7:00 p.m., with five Commissioners present, and with Chairman Romeo presiding.

1. ROLL CALL/DETERMINATION OF QUORUM

For the record, Ms. Orellana, Clerk to Boards and Commissions, called the roll with five members present, which constituted a quorum. Commissioners Jay Donahue and Kevin Moses were absent.

2. APPROVAL OF AGENDA

On the motion of Vice Chair Burke, seconded by Commissioner LeReche and carried by a vote of 5-0, the agenda for the January 24, 2022, Planning Commission Public Hearing meeting was approved. The vote was: Commissioners LeReche, McFarlane, Yohannes, Vice Chair Burke and Chairman Romeo voting "Aye". Commissioners Donahue and Moses were absent.

3. 2022 ELECTION OF OFFICERS

➤ Election of Chair to the Planning Commission for the 2022 Term.

Vice Chair Burke moved to nominate and elect Michael Romeo for the position of Chair of the Planning Commission 2022 term. Seconded by Commissioner McFarlane.

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(public hearing)**

There were no other nominations, so the nominations were closed. The vote was carried by 5-0: Commissioners LeReche, McFarlane, Yohannes, Vice Chair Burke and Chairman Romeo voting “Aye”. Commissioners Donahue and Moses were absent.

Michael Romeo was elected Chair of the Planning Commission for the 2022 term.

➤ **Election of Vice Chair of the Planning Commission for the 2022 term.**

Chairman Romeo moved to nominate and elect George Burke for the position of Vice Chair of the Planning Commission 2022 term. Seconded by Commissioner LeReche.

There were no other nominations, so the nominations were closed. The vote was: Commissioners LeReche, McFarlane, Yohannes, Vice Chair Burke and Chairman Romeo voting “Aye”. Commissioners Donahue and Moses were absent.

George Burke was elected Vice Chair of the Planning Commission for the 2022 term.

APPROVAL OF MINUTES

**4. Vote on December 6, 2021
Work Session Minutes**

On the motion of Commissioner LeReche, seconded by Vice Chair Burke and carried by a vote of 5-0, the minutes for the December 6, 2021, Planning Commission Work Session were approved. The vote was: Commissioners LeReche, McFarlane, Yohannes, Vice Chair Burke and Chairman Romeo voting “Aye”. Commissioners Donahue and Moses were absent.

**5. Vote on October 25, 2021
Public Hearing Minutes**

On the motion of Commissioner LeReche, seconded by Vice Chair Burke and carried by a vote of 5-0, the minutes for the December 25, 2021, Planning Commission Public Hearing were approved. The vote was: Commissioners LeReche, McFarlane, Yohannes, Vice Chair Burke and Chairman Romeo voting “Aye”. Commissioners Donahue and Moses were absent.

6. COMMENTS FROM THE STAFF

Lisa Gilleran, Director of Community Development provided the Commissioners with an update on the consultant selection process for the Transit-Related Growth Small Area Plan.

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7. COMMENTS FROM THE COMMISSIONERS

Vice Chair Burked stated that the parking situation would be discussed at the Town Council meeting scheduled on January 26th, for anyone that would be interested to attend.

8. COMMENTS FROM THE AUDIENCE

There were no comments from the audience.

9. NEW BUSINESS

Resolution, to approve amendment to the by-laws for the Planning Commission (PC).

Chairman Romeo called on Lesa Yeatts, Town Attorney, for the presentation for the resolution to approve an amendment to the by-laws for the Planning Commission (PC). Ms. Yeatts provided the presentation and informed the Commissioners that a discussion can be made for this item and ask questions. Ms. Gilleran provided a brief summary of the changes of the by-laws for clarity for the Commissioners. The vote on this item will not take place until next month at the February 28th regular scheduled public hearing.

ADJOURNMENT

On the motion of Vice Chair Burke, seconded by Commissioner Yohannes and carried by a vote of 5-0, the January 24, 2022, Planning Commission Public Hearing was adjourned. The vote was: Commissioners LeReche, McFarlane, Yohannes, Vice Chair Burke and Chairman Romeo voting "Aye". Commissioners Donahue and Moses were absent.

There being no further business, the meeting adjourned at 7:09 p.m.



**Michael Romeo, Chairman
Planning Commission**



**Erika Orellana
Clerk of Boards and Commissions**

Minutes approved by the Planning Commission: February 28, 2022