TOWN OF Herndon VIRGINIA

**HERNDON PLANNING COMMISSION**
**Work Session Minutes**
**Monday, November 4, 2024**

## 1. Call to Order

Chair Romeo called the November 4, 2024, Planning Commission work session to order at 7:00 p.m. in the Town of Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Commissioners Jay Donahue, Kevin Moses, Samuel Richardson, Meron Yohannes, Vice Chair George Burke, and Chair Michael Romeo.

Commissioner Dua'a Elbarasse was absent.

Staff present during the meeting: Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; Bryce Perry, Deputy Director of Community Development; David Stromberg, Zoning Administrator; Ben Schitter; Development Program Planner; and Aaron Zoellick, Clerk of Boards and Commissions.

Chair Romeo determined there was a quorum of six members present.

## 2. Public Hearings

### a. Zoning Ordinance Text Amendment ZOTA #24-02 - Transit Related Growth Mixed Use, Medium Density Residential, and Office

Chair Romeo opened the work session and called on Mr. Stromberg for the staff presentation.

Mr. Stromberg provided a summary of Zoning Ordinance Text Amendment, ZOTA, #24-02. Staff is withholding a recommendation pending further discussion.

There was a discussion among the Planning Commissioners and staff on this item, including: (1) whether language can be added that states zoning modifications are allowed in the zoning district; (2) clarification on the definitions of "park" and "playground" and the need for consistency in definitions; (3) private amenity space; (4) adding language that units within one mile of the metro station could have one parking space per dwelling unit; (5) the resistance the town has received in getting a grocery store; (6) whether parking requirements can be modified; (7)

consideration of parking for visitors; (8) whether an internal analysis was completed by staff; (9) rooftop plantings; (10) electric vehicle requirements; (11) whether there will be any language for "EV ready"; (12) clarification on level 1, level 2, and DC fast charging; (13) clarification in the changes from 3% to 2% installed and 10% to 15% capable; (14) developer resistance in either the installed or capable requirements; (15) location requirements for transformers; (16) the number of transformers required; (17) importance of screening materials for any transformers placed above ground; (18) clarification regarding the definition of open space; (19) examples of storm water retention systems; (20) clarification on the minimum requirement for open space in TRG 1; (21) clarification on what the typical space required is for transformers; (22) affordable housing initiative; (23) clarification on what will be presented to the Planning Commission regarding affordable housing at the regular meeting; (24) clarification on the proposed special exception for higher density; (25) current proposals in the HTOC or TRG that are over 70 dwelling units per acre; (26) clarification on whether the definition of multi-family dwelling permits two-over-twos; (27) whether review of development applications could be expedited as an incentive for offering affordable housing; (28) clarification on whether the Planning Commission could make an amendment after the consultant has time to look at it; (29) whether the Planning Commission can be presented two options - one with the density cap and one without it.

## 3. Comments

### a. Comments from the Staff Members

No comments were provided.

### b. Comments from the Commissioners

No comments were provided.

## 4. Adjournment

There being no further business, and without objection, the November 4, 2024, Planning Commission work session adjourned at 8:23 p.m.