TOWN OF Herndon VIRGINIA

HERNDON PLANNING COMMISSION
Work Session Minutes
Monday, January 13, 2025

1. Call to Order

Chair Romeo called the January 13, 2025, 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, Dua'a Elbarasse, Yung Kim, Kevin Moses, Samuel Richardson, Meron Yohannes, and Chair Michael Romeo.

Staff present during the meeting: Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; Bryce Perry, Deputy Director of Community Development; John Irish, Acting Director of Department of Public Works; John Verdin, Capital Improvement Program Coordinator; and Aaron Zoellick, Clerk of Boards and Commissions.

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

Chair Romeo welcomed Yung Kim to the Planning Commission.

2. Public Hearings

a. TOWN OF HERNDON FY 2026 – FY 2031 CAPITAL IMPROVEMENT PLAN (CIP).

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

Mr. Verdin delivered the staff presentation dated January 13, 2025, which is on file with the Department of Community Development. Staff requested the Planning Commission's input on the items listed in the CIP and their priority, and for the Planning Commission to adopt the CIP as a whole. Staff did not expect that the Town would be able to support every project as listed.

There was a discussion among the Planning Commission and staff on this item, including: (1) clarification on the timing of the Monroe Street and Spring Street sidewalk projects; (2) whether the tree between a section of the sidewalk on Spring

Street will be removed; (3) whether the funds for the sidewalk projects came from Department of Transportation (DOT); (4) whether there is an expiration date for funds from DOT; (5) whether funding issues will be resolved before the CIP is presented to Town Council; (6) whether signage will in located in strategic places within the Town; (7) clarification on the prioritization of police infrastructure improvements; (8) clarification on the house located in Runnymede Park; (9) the amount of revenue the Town receives from the storm sewer water tax; (10) whether the proposed W&OD trail lighting will be located on Northern Virginia Parks land; (11) clarification on the safety action plan; (12) whether the Planning Commission's review of the CIP could be continued to the February meetings; (13) clarification on the resolution language regarding the town hall square and depot projects;(14) whether there is a maintenance requirement for snow removal on the W&OD trail; and (15) redesign of the Herndon Metrorail Promenade and Lerner's commitments for the redesign.

3. Comments

a. Comments from the Commissioners

No comments were offered.

b. Comments from the Staff Members

Ms. Gilleran stated that the election of officers would take place at the January regular meeting.

4. Adjournment

There being no further business, and without objection, the January 13, 2025, Planning Commission work session adjourned at 8:03 p.m.