TOWN OF Herndon VIRGINIA

HERNDON PLANNING COMMISSION
Work Session Minutes
Monday, September 8, 2025

1. Call to Order

Chair Romeo called the September 8, 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 Andrew Beatty, Jay Donahue, Yung Kim, Stephen Mundt, Samuel Richardson, Vice Chair Meron Yohannes, and Chair Michael Romeo.

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

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

2. Public Hearings

a. ZOTA #25-04, to amend Chapter 78 (ZONING) to update sections for conformance with the Code of Virginia, to clarify certain processes, notice requirements, and make other housekeeping amendments as deemed necessary and appropriate.

Chair Romeo opened the public hearing and called on Mr. Stromberg for the staff presentation.

Mr. Stromberg delivered the staff presentation dated September 8, 2025, which is on file with the Department of Community Development. Mr. Stromberg stated that this zoning ordinance text amendment will bring sections of the Town Code into conformance with the Code of Virginia, clarify certain processes and notice requirements, and make other housekeeping amendments. Staff is recommending that the Planning Commission recommend approval of ZOTA #25-04 to the Town Council. Mr. Stromberg stated that staff is specifically looking for Planning Commission feedback on section 277.

There was a discussion between the Planning Commission and staff on this item, including: (1) the five-day notice requirement for adjacent property letters in comparison with the Town's fifteen-day notice requirement. Chair Romeo noted

that the Commission appeared to be split and will discuss the item further at the September 22, 2025, regular meeting.

3. Comments

a. Comments from the Staff Members

Ms. Gilleran stated that Community Development staff will be going to the Town Council on September 23, 2025, to consider a resolution for a contract on a comprehensive plan consultant.

Commissioner Mundt asked for clarification regarding the Planning Commission's role in the review of contracts with potential consultants.
Ms. Gilleran and Ms. Yeatts responded.

Mr. Stromberg asked if any of the Planning Commissioners were interested in sitting in on interviews with the housing consultant.
Commissioners Mundt, Beatty, Donahue, Vice Chair Yohannes, and Chair Romeo expressed interest.

b. Comments from the Commissioners

Commissioner Kim asked if there is any work being done by the Town to protect trees from the lantern fly.
Ms. Gilleran provided information on the lantern flies and crepe myrtle aphids. Ms. Gilleran stated that they will ask the town arborist to put information regarding the lantern fly on the town's website. Town staff are working on ensuring native trees are planted in public grounds.

Commissioner Beatty asked if the Town had an issue or heard of issues of people not being able to use updated Freon materials.

4. Adjournment

There being no further business, and without objection, the September 8, 2025, Planning Commission work session adjourned at 7:58 p.m.