Town Council
Regular Meeting
Agenda Item 6.a.

Agenda Item: **Resolution 26-G-15 to initiate consideration of a new Town of Herndon Comprehensive Plan to provide policies governing the physical development of the entirety of territory within the Town as required by Section 15.2-2223 of the Code of Virginia**

Meeting Date: March 24, 2026

Category: General

Prepared by: Bryce Perry, Deputy Director of Community Development, Ahmad Zaki, Lead Planner/Long Range

Description:
This item formally initiates development of a new comprehensive plan, Herndon 2050 Comprehensive Plan (Herndon 2050), which will replace the Herndon 2030 Comprehensive Plan and serve as the overriding policy document for the Town in coming years. Section 15.2-2223 of the Code of Virginia states: "The local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction..." In accordance with this section of the State Code, this resolution, if adopted, directs the Planning Commission to proceed with the project.

Background/Timing Impact:
The Town's current comprehensive plan, the 2030 Comprehensive Plan, is quickly reaching the end of its relevancy. Significant changes within the town and the world, including environmental, social and technological, require a new paradigm to guide Town leadership and staff through the next 23+ years. The project includes the first town-wide market study and economic development strategy as well.

The consulting firm of Agency Landscape + Planning, with several sub-consultants, will be working with the Planning Commission, Town Council and staff throughout the project. On February 17, 2026, at a joint work session of the Town Council and Planning Commission, the consultants introduced the project and the background work that has been accomplished to date.

Due to its scope, the project is anticipated to extend through the early months of 2028, with Planning Commission recommendation and Town Council adoption and certification occurring in late 2027 and early 2028. Throughout the intervening months, extensive community outreach will occur since public input, as well as technical knowledge, will shape the Herndon 2050 Comprehensive Plan.

Strategic Focus Area:
Secure and Interconnected Community
Environmental and Economic Sustainability
Good Governance
Thriving Community
Strong Fiscal Stewardship

Fiscal Impact:
The Town previously secured a $720,000 Federal grant with a 20% local obligation of $180,000, for a total estimated project cost of $900,000. The contract negotiated with Agency Landscape + Planning, Inc. is estimated at $1,165,038. Funds will be appropriated by fiscal year as outlined below, with 60% of incurred costs (up to $720,000) reimbursed by the Federal Highway Administration. In addition, the Town anticipates allocating a contingency budget of $35,000 to address issues or additional items that may arise during the planning process. Anticipated appropriations per fiscal year are as follows:

- FY26: $1.1 Million (as approved in the FY26 budget)
- FY27: $100,000

For the budgeted amount, the consultants have agreed to add two small area plans or "early action plans" to the scope of the project, providing a fresh look at both the Metro area and Downtown.

Legal Impact:
While a comprehensive plan is a policy document and not a regulatory code, it is mandated by the Code of Virginia, which provides the intent and framework for the document. Once adopted, the Herndon 2050 Plan will have legal impacts on decisions made by the Town.

Staff Recommendation/Next Steps:
Staff recommends that the Town Council approve the resolution initiating the Herndon 2050 Comprehensive Plan.

Attachments:
1. Resolution (Proposed)