



**TOWN OF OCCOQUAN**  
**Town Hall – 314 Mill Street, Occoquan, VA 22125**  
**MEETING DATE: 2020-06-23**

**MEETING TIME: 6:30 PM**

**Present:** Darryl Hawkins, Jenn Loges, Eliot Perkins, Ryan Somma

**Absent:** Ann Kisling

**Staff:** Katy Nicholson, Town Clerk

**1. Call to Order**

The Planning Commission Public Hearing was called to order by Eliot Perkins on 2020-06-23 at 6:32 p.m.

**Secretary for Meeting**

Ryan Somma took minutes for the meeting.

**2. Citizen Comments**

There were no citizens comments.

**3. Approval of Minutes January 28, 2020**

Jenn Loges moved to approve the January 28, 2020 meeting minutes. Darryl Hawkins seconded. The motion carried.

**4. Planning Commission Priorities Update**

*o Noise Ordinance*

Jenn Loges presented a draft noise ordinance document based on looking at different examples and different approaches from other municipalities. She noted that everyone agrees that keeping the ordinance simple as a primary concern. The consequence of not having the ordinance during the lapse in Commission meetings were that the Police ran into difficulties in enforcement without a code. So the Town adopted a stop-gap ordinance in April. The ordinance was in keeping with the Prince William County ordinance to prevent citizens from being subject to different regulations when they come into Town; however, many things in the Prince William County ordinance do not apply to Town, such as there being no schools in town. Basing the Town ordinance heavily on the County ordinance also makes sense as a starting point since our Police officers are familiar with it. The goal was to have the ordinance be less than one page, but legalese brings it to seven pages.

Eliot Perkins said that between now and the next meeting Commission members should all be familiarized with the ordinance and to address questions to Eliot Perkins and Jenn Loges. The goal is to have something for Town Council by end of next meeting.

The Commission agreed to have feedback to Jenn Loges by July 7<sup>th</sup>.

*o Beautification, Town Entrances, Streetscaping*

Eliot Perkins said there was a change in management for the Town landscaping. Buckey is now working under the Town Police Officer. There have been an enormous number of things being done around Town, and every Monday the Town now gets a list of every project in town and what's been done. For example, every brick in town has been fixed.

The CIP budget was approved for improving the Town entrances. Meetings are set up with the developer concerning Monument signs to get an estimate of what can fit in the space and the costs. There has been progress on entrances with flowers and landscaping.

*o Parking and Traffic*

Eliot Perkins said there would be an update from Town Council at their next meeting.

*o CIP – 2019 Planning Commission Annual Report*

Ryan Somma said he would forward his draft of the Annual Report to the Town Clerk for inclusion at the next meeting.

## **5. Chair/Town Council Report**

Eliot Perkins said that the Town has received \$90k from federal government for COVID relief. The Town will provide \$30k for micro-grants to small businesses and will divide grants equally depending on how many businesses apply.

## **6. Adjournment**

The meeting was adjourned at 7:03 p.m.

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Eliot Perkins: Perkins  
Chair, Planning Commission

*Submitted by Ryan Somma, Planning Commission Secretary*