



TOWN OF OCCOQUAN

Town Hall, 314 Mill Street, Occoquan, VA 22125
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PLANNING COMMISSION MEETING

February 23, 2021 | 6:30 p.m.

1. Call to Order
2. Citizen Comments
3. Approval of Minutes
 - a. January 20, 2021 Meeting Minutes
 - b. January 26, 2021 Meeting Minutes
4. Discussion Items
 - a. Comprehensive Plan Review/Update
 - b. Planning Commission Priorities Update
 - Beautification, Town entrances, streetscaping
 - Parking and Traffic
 - Strategic Relationship Building
 - Alpine X/North Woodbridge Town Center
5. Chair/Town Council Report
6. Adjournment

Eliot Perkins
Chair, Planning Commission



OCCOQUAN PLANNING COMMISSION
Meeting Minutes - DRAFT
Town Hall - 314 Mill Street, Occoquan, VA 22125
Wednesday, January 20, 2021
6:30 p.m.

Present: Chairman Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling and Ryan Somma

Absent: None

Staff: Kirstyn Jovanovich, Town Manager; Martin Crim, Town Attorney; Bruce Reese, Town Engineer

1. CALL TO ORDER

Chairman Perkins called the meeting to order at 6:30 p.m. Town Attorney Martin Crim and Town Engineer Bruce Reese participated electronically.

2. CLOSED SESSION

Motion to convene in closed session to discuss, as permitted by the Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding specific legal matter requiring the provision of legal advice by such counsel, relating to The Mill at Occoquan project.

Moved by Chairman Perkins; seconded by Commissioner Kisling.

Motion **passed** unanimously by voice vote.

Closed session began at 6:32 p.m.

Closed session ended at 8:32 p.m.

Motion to certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

Moved by Chairman Perkins; seconded by Commissioner Kisling.

Ayes: Chairman Perkins, Commissioner Hawkins, Commissioner Kisling, Commissioner Somma

Nays: None

3. ADJOURNMENT

The meeting was adjourned at 8:33 p.m.

Eliot Perkins
Chair, Planning Commission

DRAFT



OCCOQUAN PLANNING COMMISSION
Meeting Minutes - DRAFT
Town Hall - 314 Mill Street, Occoquan, VA 22125
Wednesday, January 26, 2021
6:30 p.m.

Present: Chairman Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling and Ryan Somma

Absent: None

Staff: Kirstyn Jovanovich, Town Manager; Martin Crim, Town Attorney; Bruce Reese, Town Engineer

Other: Applicant Representatives: Kevin Sills, Mid-Atlantic Real Estate Investments; Mike Gordon applicant Engineer; Jonathan Styles, applicant Architect; Bob Brown, J2 Engineers

1. CALL TO ORDER

Chairman Perkins called the meeting to order at 7:04 p.m. Commissioner Ryan Somma participated remotely from his home due to illness in accordance with Town ordinances.

2. CITIZEN COMMENTS

Lance Houghton, 440 Mill Street, requested an update on the status of addressing the water discharge issue on Mill Street. Ms. Jovanovich suggested that this topic was more appropriate for the Town Council. Chairman Perkins invited Mr. Houghton to attend the next Town Council meeting.

3. APPROVAL OF MINUTES

Motion to approve the October 27, 2020 meeting minutes.

Moved by Commissioner Kisling; seconded by Commissioner Hawkins.

Motion passed **unanimously** by voice vote.

4. PUBLIC HEARING

Chairman Perkins introduced the Planning Commission members and the role and responsibilities of the Planning Commission.

Chairman Perkins introduced The Mill at Occoquan project public hearing item on the agenda, and noted the previous public input opportunities and work that has occurred relating to this project over the last three years since the applicant first submitted their project.

Chairman Perkins noted that tonight's public hearing focuses on the applicant's Special Exception Applications related to height, set-backs, and residential use in the B-1 zoning district.

Chairman Perkins outlined the structure of the public hearing and opportunities for public comment.

a. Public Hearing on The Mill at Occoquan Special Use Permit Applications: SE2018-01, SE2018-02 and SE2018-03

Chairman Perkins opened the public hearing at 7:16 p.m.

Bruce Reese, Town Engineer/ Assistant Zoning Administrator provided a presentation on the staff report dated January 13, 2021, generated from the review of the Mill at Occoquan special use permit applications. Mr. Reese reviewed the twenty (20) recommended conditions included in the staff report that staff believes will mitigate the impacts of the three special exceptions regarding additional height, residential use in the B-1, and exception from set-back requirements.

Mr. Reese stated that staff has proposed mitigation measures to be imposed as conditions on the Special Use Permits. If the Planning Commission and Town Council find that these conditions sufficiently mitigate the impacts of the Special Exceptions as identified in Section D.2 and detailed in the table in the staff report, then they should recommend approval of the application to the Town Council. Mr. Reese further noted that if the conditions do not sufficiently mitigate those impacts, then the application(s) should be recommended for denial.

Mr. Reese noted that the Town received additional information after the completion of the staff report which included a discrepancy between Riverwalk bump-outs on the Preliminary Site Plan and recently received architectural drawings that label the bump-outs at 24 feet; and revised renderings showing architectural changes to the exterior garage level along the riverside of the building.

Finally, Mr. Reese noted that there is a proposed non-binding resolution to memorialize a development promise made by the applicant to extend the Riverwalk beyond the edge of the property to the northwest side of the Mill House museum as depicted on pages 25 and 26 of the renderings presented by the Applicant on September 23, 2020.

The Applicant, Kevin Sills of Mid-Atlantic Real Estate Investments, provided a presentation on behalf of the applicant's request for three special exceptions. Mr. Sills

introduced his team including Bob Brown, J-2 Engineers; Mike Gordon, project Engineer; and Jonathan Styles, project Architect.

Chairman Perkins invited the public for comment. Five (5) people spoke in-person and six (6) spoke virtually. Five (5) written comments were received in advance and 16 people provided written comments and questions during the public hearing.

Mr. Sills provided additional information in response to citizen and Planning Commission questions and comments.

Motion to close the public hearing at 9:31 p.m.

Moved by Commissioner Somma; seconded by Commissioner Kisling.

Ayes: Chairman Perkins, Commissioner Hawkins, Commissioner Kisling, Commissioner Somma

Nays: None

Motion **passes** 4-0 by roll call vote.

5. ACTION ITEMS

a. Request to make a Recommendation to Town Council on The Mill at Occoquan Special Use Permit Applications: SE2018-01, SE2018-02 and SE2018-03

Mr. Sills indicated that he was familiar with and agreed to the twenty (20) conditions outlined in the January 13, 2021 staff report.

Chairman Perkins presented and described proposed Planning Commission revisions to conditions numbers 4, 7, 12, 13 and 16 as outlined in the staff report. Mr. Sills indicated he agreed to all of the proposed revisions to the conditions as noted in revised Resolution PCR-2021-01B.

Motion to adopt Resolution PCR-2021-01B and further move to recommend that the Town Council adopt a non-binding resolution memorializing a development promise by Mid-Atlantic Real Estate Investments, Inc. related to The Mill at Occoquan development.

Moved by Commissioner Kisling; seconded by Commissioner Hawkins.

Town Attorney requested clarification that the motion to adopt PCR-2021-01B is as amended as read by Chairman Perkins. Commissioner Kisling stated yes, as amended.

Commissioner Somma read a prepared statement.

Chairman Perkins read a prepared statement.

Ayes: Chairman Perkins, Commissioner Hawkins, Commissioner Kisling,
Commissioner Somma

Nays: None

Motion **passes** 4-0 by roll call vote.

Motion to recommend approval of the Preliminary Site Plan PSP-2018-01 dated December 28, 2020.

Moved by Commissioner Somma; seconded by Commissioner Kisling.

Ayes: Chairman Perkins, Commissioner Hawkins, Commissioner Kisling,
Commissioner Somma

Nays: None

Motion **passes** 4-0 by roll call vote.

6. DISCUSSION ITEMS

Chairman Perkins requested to defer discussion items to the next regular Planning Commission meeting. Commission members concurred.

7. CHAIR/TOWN COUNCIL REPORT

None.

8. ADJOURNMENT

The meeting was adjourned at 9:50 p.m.

Eliot Perkins
Chair, Planning Commission