



TOWN OF OCCOQUAN
Town Hall – 314 Mill Street, Occoquan, VA 22125
MEETING DATE: 2021-03-23

MEETING TIME: 6:30 PM

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

Town Staff: Kirstyn Jovanovich, Town Manager

1. Call to Order

The Planning Commission Public Hearing was called to order by Eliot Perkins on 2020-03-23, at 6:30 p.m.

Secretary for Meeting

Ryan Somma took minutes for the meeting.

2. Citizen Comments

Rod Loges thanked members for their service. Offered to help with anything PC needs. Could help with citizen engagement.

3. Approval of Minutes February 23, 2021

Ann Kisling motioned to approve the minutes. Darryl Hawkins seconded. The motion carried.

4. Discussion Items

a. Comprehensive Plan Review/Update

Eliot Perkins said Page 12, Table No. 1. needs updated information. For Town staff to update this will take several months due to other priorities. He asked members if they are comfortable with the PC updating the plan ourselves.

He asked about Page 11. Architectural Review Board guidelines have been updated since CP was last updated. He asked about a reference to the "Historic District buffer area." Kirstyn Jovanovich said it was related to protecting Historic District. Eliot Perkins said there was a need to clarify that bullet point.

He noted Table 1 and Table 2 population data needed updating. Chapter 3 Regional Coordination is very important with so many developments coming to our area. Planning for 2026, the PC needs to continue pushing for beautification of Town. Page 23 had much to be updated on circulation and mobility table.

Ann Kisling said she added arrows on items to be changed. For Page 21, Communities and Facilities update now that the public Kayak launch is complete. For Page 22 purchase of Tanyard Hill is complete. Progress on attaching trail to town. For Chapter 5 vehicles per day can be updated with 2019 study.

She asked how far back should dates on charts go. Kirstyn Jovanovich said this is up to PC to put in appendix or include all years. Eliot Perkins said it makes sense to go back to 2001 since that's the best data. Ann Kisling said there was a need for consistency in charts too. For Page 25: where it says "over the years", needs updating to include River Mill Park and other developments.

Eliot Perkins noted Page 26, where post office location causes traffic. Document says town doesn't meet requirement for home delivery but does not define what the requirement is. Also need to reevaluate cluster boxes and appropriateness. Kirstyn Jovanovich said that in 2016 the Post Office indicated they were running out of space. It is more than likely the Town will never get door-to-door delivery because USPS is over-burdened. Cluster boxes were a mitigation possibility. There are also conversations about adding boxes to the Post Office.

Ann Kisling noted Page 28 and a need to update River Mill Park references. She asked about maintenance of the footbridge. Kirstyn Jovanovich said the bridge is VDOT, while lighting and railings are town.

Eliot Perkins noted Page 31 Sidewalks item IV. Four years later and no closer to finalizing the Riverwalk. PC needs to focus on this. He asked about item III, what does "facilities" refer to in improving pedestrian travel. Kirstyn Jovanovich said sidewalks, ADA ramps, anything to improve pedestrian travel.

Eliot Perkins noted Town Gateways statement "Town should conduct a community study" and that the PC has proactively pursued these things. Kirstyn Jovanovich said the idea is to have a community plan to take advantage of VDOT grant programs. Need to work with PWC to get on list with VDOT. Town can point to community plan for concrete "shovel-ready" projects. Get a plan together that will last multiple years to put all pieces of beautification together into a plan. Eliot Perkins asked for reason we do not have plan. Kirstyn Jovanovich said the Parking and Traffic study and budget have taken priority. There is a need for someone with experience in this to help put it together. Ann Kisling said she will investigate example community plans.

The Commission asked about the Mainstreet America references in the plan. Kirstyn Jovanovich said community status gets grants. Occoquan is an affiliate, which does not have as many benefits. A nonprofit would need to pursue Community status, cannot be government. Eliot Perkins asked if it is worth pursuing. Kirstyn Jovanovich said to not abandon it. It is possible to hire someone to manage the Mainstreet Community. The barrier is needing to identify a group to manage and pursue it. Government can provide funding to get it started, but they would need to become independent. Ryan Somma noted he had added paragraph on Fairfax Peak to the chapter.

Commission Members went through the Action Item Tracking section of the report:

1. completed
2. Currently happening
3. Remove
5. Kirstyn Jovanovich said to remove because its part of the site plan approval process.

6. Remove for redundancy.
7. Kirstyn Jovanovich remove as part of site plan approval process.
8. Completed
9. Partially completed. Update year.
10. Ongoing.
11. Redundant.
12. Eliot Perkins said the town is working with Ebenezer church, and will coordinate with other property owners.
13. TBD
14. Kirstyn Jovanovich is getting oriented with this program.

Eliot Perkins said the priorities are to focus on a beautiful Town, regionally coordinate with Fairfax County and PWC for Occoquan to be center of developments and establish Occoquan as a center of outdoor recreation.

10. Adjournment

The meeting was adjourned at 7:30 p.m.

Eliot Perkins: Perkins
Chair, Planning Commission

Submitted by Ryan Somma, Planning Commission Secretary