



TOWN OF OCCOQUAN
Town Hall – 314 Mill Street, Occoquan, VA 22125
MEETING DATE: 2021-04-28

MEETING TIME: 6:30 PM

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

Town Staff: Kirstyn Jovanovich, Town Manager; Sara Fila, Zoning Administrator; Bruce Reese, Town Engineer

1. Call to Order

The Planning Commission Public Hearing was called to order by Eliot Perkins on 2020-04-28, at 6:31 p.m.

Secretary for Meeting

Ryan Somma took minutes for the meeting.

2. Citizen Comments

There were no comments.

3. Approval of Minutes March 23, 2021 and April 6, 2021

Ryan Somma motioned to approve the minutes. Ann Kisling seconded. The motion carried.

4. Action Items

a. Request to make Recommendation to Town Council on 109 Poplar Lane Site Plan (SP-2021-01)

Sara Fila said she was recommending approval. There is an existing house on property, and the plan is to demolish and construct new single-family detached dwelling. The property is out of the flood plain, complying with erosion and sediment controls, and stormwater regulations. There is an increase in impervious area, and the applicant will need to purchase nutrient credits for phosphorus runoff.

Ann Kisling moved to recommend approval of the Site Plan SP-2021-01 dated February 21, 2021. Ryan Somma seconded. The motion carried.

b. Request to make Recommendation to Town Council on 201 Commerce Street Site Plan (SP-2021-03)

Sara Fila said the property is zoned B1. Exempt from requirements. No modifications to existing building.

Ryan Somma moved to recommend approval of the Site Plan SP-2021-003 submitted April 21, 2021. Ann Kisling seconded. The motion carried.

c. Request to make Recommendation to Town Council on 416 Mill Street Site Plan (SP-2021-04)

Sara Fila said the owner is bringing the site into compliance for a covered deck built prior to approval. Darryl Hawkins asked about Prince William County approval. Kirstyn Jovanovich said that PWC brought the issue to the Town's attention, and approval will proceed there next.

Ann Kisling moved to recommend approval of the Site Plan SP-2021-004 dated April 7, 2021. Ryan Somma seconded. The motion carried.

Kirstyn Jovanovich said all recommendations will go to Town Council next week for final approval.

5. Discussion Items

a. Comprehensive Plan Review/Update

Eliot Perkins said it is difficult to update the document through committee. He and Ryan Somma will update the document with track changes and bring back to the group.

b. Planning Commission Priorities Update

- *Beautification, Town entrances, streetscaping*

Kirstyn Jovanovich said landscaping will begin planting flowers next week in preparation for Artisan Walk. Eliot Perkins asked about the Town entrances and Federal funding. Kirstyn Jovanovich said there is money provided to Occoquan through the American Rescue Act. There is a consultant analyzing the bill to see how Town can use these funds by end of April. Eliot Perkins said the funds provide opportunities to Occoquan in a variety of ways. Will hold off and see how the funds can be used.

- *Parking and Traffic*

Eliot Perkins said business owners say parking regulations have helped the flow. There were questions from citizens in attendance about specific policies and enforcement. Eliot Perkins said the Town will continue to review and evaluate the policies and that the timed parking prevents employees from taking customer parking spots. He said enforcement focuses on compliance and not fines and that the use of fines increases to increase compliance. A citizen asked how compliance is enforced. Eliot Perkins said the Town uses a system that logs license plates. Kirstyn Jovanovich said the focus is on enforcement at peak times and is complaint driven.

- *Strategic Relationship Building*
- *Alpine X/North Woodbridge Town Center*

Eliot Perkins said the Town Council will have representatives come in from both organizations to present. The hope is to have enough understanding to identify concerns and opportunities. Ryan Somma gave a presentation on the Fairfax Peaks development.

Eliot Perkins noted a new Tourism pamphlet available at the kiosk by the Mill Museum. Kirstyn Jovanovich said Sarah Hitchcock did much of the work on it and it is available on the website visitoccoquan.org.

Eliot Perkins said the Town Council had a lot of work complete on the budget, and it was important to have a successful Fall Craft Show.

10. Adjournment

The meeting was adjourned at 7:15 p.m.

Eliot Perkins: Perkins
Chair, Planning Commission

Submitted by Ryan Somma, Planning Commission Secretary