



TOWN OF OCCOQUAN
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314 Mill Street
PO BOX 195
Occoquan, VA 22125
(703) 491-1918
www.OccoquanVA.gov
info@occoquanva.gov

Occoquan Town Council
Town Council Meeting
October 19, 2021 | 7:00 p.m.

1. **Call to Order**
2. **Citizens' Time** - Members of the public may, for three minutes, present for the purpose of directing attention to or requesting action on matters not included on the prepared agenda. These matters shall be referred to the appropriate town official(s) for investigation and report. Citizens may address issues as they come up on the agenda if advance notice is given during 'Citizens' Time'.
3. **Consent Agenda**
 - a. October 5, 2021 Meeting Minutes
4. **Discussion Items**
 - a. Property Maintenance Code Enforcement Discussion
5. **Closed Session**
6. **Adjournment**



OCCOQUAN TOWN COUNCIL
Meeting Minutes - DRAFT
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, October 5, 2021
7:00 p.m.

- Present:** Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Krys Bienia, Cindy Fithian, and Eliot Perkins
- Absent:** Councilmember Laurie Holloway
- Staff:** Kirstyn Jovanovich, Town Manager; Martin Crim, Town Attorney; Bruce Reese, Town Engineer (remotely); Adam Linn, Chief of Police; Manuel Casillas, Town Treasurer; Michele White, Town Clerk; Julie Little, Events Director (remotely)

1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

No one spoke at Citizens' Time.

4. PUBLIC HEARING

a. Public Hearing on Amendments to the Town of Occoquan Charter

Mayor Porta opened the public hearing at 7:02 p.m.

No one spoke at the public hearing.

Mayor Porta closed the public hearing at 7:03 p.m.

5. CONSENT AGENDA

- a. September 21, 2021 Meeting Minutes**
- b. Request to Approve Site Plan SP-2021-007, Occoquan River Crossing Transmission Main**
- c. Request to Approve an Encroachment License with 301 Commerce Street LLC**

Vice Mayor Loges moved approval of the Consent Agenda. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

6. MAYOR'S REPORT

Mayor Porta reported the following:

- On September 17, he and Dr. Bienia staffed Trivia Night.
- On September 21, he participated in the Fox5 site visit to Occoquan arranged by the County tourism staff.

- On September 25 and 26, he worked the Fall Craft Show along with everyone else on Council and thanked Ms. Little, Ms. Jovanovich, and all the staff for their efforts in operating a very successful show.
- On October 2, he ran the inaugural 2021 OCQ River Paddle Challenge.
- In closing his report, the mayor noted his desire to examine the Town’s policy with regard to social media, and Facebook in particular, given recent additional revelations about the latter.

Mayor Porta stated that the intersection improvements that will include installation of ADA ramps and crosswalks at the intersections of Mill/Washington Street and Mill/Ellicott Streets will occur after January 1, 2022.

7. COUNCILMEMBER REPORTS

Vice Mayor Loges and Councilmembers Bienia, Fithian and Perkins all had positive remarks about the 2021 Fall Craft Show, recognizing Ms. Little’s and staff’s outstanding efforts and stating that vendors reported that this was one of the best craft shows.

8. BOARDS AND COMMISSIONS REPORTS

Brenda Seefeldt reported that the Architectural Review Board (ARB) had met on Tuesday September 28. She stated that the Mill at Occoquan Exterior Elevation Application was incomplete and that the Board had a good discussion with the developer and the architect.

Councilmember Perkins reported that the Planning Commission met on Wednesday September 29 and welcomed the newest Commissioner Ralph Newell. Mr. Perkins mentioned upcoming development projects, Alpine X, the Woodbridge North Town Center and a new mixed use development project at Belmont Bay. He stated that these projects will fundamentally change Occoquan and that the Planning Commission will be proactive in relaying information about these projects to Town Council. In closing his report, Mr. Perkins stated that the Comprehensive Plan and the Strategic Plan are still in progress.

Mayor Porta asked for unanimous consent to move up on the agenda Item 10D.

10D. Request to Appoint Members to the Architectural Review Board

Councilmember Fithian moved to appoint Ms. Lisa Terry and Mr. Theo Daubresse to serve as alternates on the Architectural Review Board for three-year terms, effective October 5, 2021. Councilmember Perkins seconded the motion. Motion passed unanimously by voice vote.

9. ADMINISTRATIVE REPORTS

a. Administrative Report

Ms. Jovanovich provided a written report as part of the agenda packet.

Vice Mayor Loges asked if noise violations were being enforced. Ms. Jovanovich affirmed that noise violations are being enforced.

b. Town Treasurer Report

Mr. Casillas provide a written report as part of the agenda packet.

Vice Mayor Loges stated that the Balance Sheets provided are extremely helpful and noted some formula errors.

c. Town Attorney

Mr. Crim provided a written report as part of the agenda packet. There were no questions.

10. REGULAR BUSINESS

a. Request to Send Draft Amended Charter to the General Assembly

Vice Mayor Loges moved to transmit to Senator Surovell and Delegate Torian the draft Charter for introduction as a bill in the 2022 regular session of the General Assembly, together with a publisher's affidavit showing that the public hearing was advertised and a certified copy of the Town Council's minutes showing the action taken at the advertised public hearing, including edits indicated by Councilmember Fithian. Councilmember Perkins seconded the motion. Motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Bienia, Councilmember Fithian, Councilmember Perkins

Nays: None

Absent: Councilmember Holloway

b. Request to Adopt Resolution to Refer Amendments to Town Code § 157.304 (B)(12) Regarding Illuminated Signs to the Planning Commission

Councilmember Bienia moved to adopt Resolution R-2021-14 to refer amendments to the Planning Commission for its recommendation after public hearing. Vice Mayor Loges seconded the motion. Motion passed unanimously by voice vote.

c. Request to Adopt Resolution to Refer Amendments to Town Code § 157.121 to Permit Residential Use By-Right in One Story Buildings Fronting Commerce and Ellicott Streets in the B-1 Zoning District

Vice Mayor Loges moved to adopt Resolution R-2021-15 to refer Town Code § 157.121 amendments to the Planning Commission for its recommendation after public hearing. Councilmember Fithian seconded the motion. Motion passed unanimously by voice vote.

11. CLOSED SESSION

No items scheduled.

12. ADJOURNMENT

The meeting was adjourned at 7:34 p.m.

MWhite

Michele L. White, Town Clerk



TOWN OF OCCOQUAN
TOWN COUNCIL MEETING
Agenda Communication

4. Discussion Items	Meeting Date: October 19, 2021
4 A: Property Maintenance Code Enforcement Discussion	

Attachments: a. None

Submitted by: Kirstyn Jovanovich
Town Manager

Explanation and Summary:

Town Code § 150.04 adopts the State Uniform Statewide Building Code (VUSBC), including the State Maintenance Code, otherwise known as the Virginia Maintenance Code (VMC). Currently, Prince William County serves as the Town's Building Official and enforces Parts I and II of the VUSBC. While the Town has adopted the VMC (Part III), Prince William does not currently enforce Part III within the Town's limits and the Town does not currently have an alternative enforcement mechanism for the VMC.

This is a discussion on the Virginia Maintenance Code and enforcement options within the Town. Staff will provide a brief presentation at the meeting and a Prince William County representative will be participating remotely to answer questions regarding the VMC and Prince William County's enforcement program.

Staff is seeking direction from the Town Council on next steps regarding enforcement of the VMC within the Town's limits, which include: (1) maintaining status quo - non-enforcement of VMC; (2) requesting Prince William County to enforce the VMC with the Town's limit and pursuing that process; or (3) research an in-house VMC enforcement program. Additional information on these three options will be provided during the presentation.

Staff Recommendation: Staff is seeking direction from the Town Council on next steps in regards to enforcement of the property maintenance code within the Town.

Cost and Financing: TBD

Account Number: TBD

Proposed/Suggested Motion:

TBD

OR

Other action Council deems appropriate.