TOWN OF OCCOQUAN
PLANNING COMMISSION
Town Hall – 314 Mill Street, Occoquan, VA 22125

MEETING DATE: 2021-11-16
MEETING TIME: 6:30 PM

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

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

1. Call to Order

The Planning Commission meeting was called to order by Chairman Perkins on 2021-11-16, at 6:30 p.m.

2. Citizen Comments

There were no comments.

3. Approval of Minutes

a. October 27, 2021 Meeting Minutes

Commissioner Kisling motioned to approve the minutes. Commissioner Somma seconded. The motion passed unanimously by voice vote.

4. Public Hearings

a. Public Hearing on the Comprehensive Plan Update

Chairman Perkins opened the public hearing at 6:32 pm.

Ms. Jovanovich gave an overview of the updates to the Comprehensive Plan. These are generally minor updates to photographs, maps, demographic information, statistics, items accomplished, vision statement, updating references to Main Street America, and including references to the Community Plan. The Action Plan has also been updated.

Mr. Crim reminded the Commission that the Planning Commission is required to review the Comprehensive Plan every five years and this is keeping in compliance with that regulation.

No members of the public spoke.

The public hearing was closed at 6:37 pm.

b. Public Hearing on Proposed Amendments to Occoquan Zoning Ordinance Regarding Residential Use By Right in One Story Buildings Fronting Commerce and Ellicott Streets in the B-1 Zoning District

Chairman Perkins opened the public hearing at 6:37 pm.

No members of the public spoke.

The public hearing was closed at 6:38 pm.

c. Public Hearing on Proposed Amendments to Occoquan Zoning Ordinance Regarding Land Development Process

Chairman Perkins opened the public hearing at 6:38 pm.

No members of the public spoke.

The public hearing was closed at 6:39 pm.

d. Public Hearing on Proposed Amendments to Occoquan Zoning Ordinance Regarding Illuminated Signs

The public hearing was opened at 6:39 pm.

No members of the public spoke.

The public hearing was closed at 6:39 pm.

5. Action Items

a. Request to Make Recommendation to Town Council on the Comprehensive Plan Update

Commissioner Somma motioned to recommend approval of the 2021 Update to the Vision 2026 Comprehensive Plan as presented. Commissioner Newell seconded.
Ayes: Chairperson Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling, Ralph Newell, Ryan Somma
Nays: None
The motion passed 5-0 by roll call vote.

b. Request to Make Recommendation to Town Council on 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

Commissioner Kisling motioned to recommend approval of the attached ordinance as presented. Commissioner Newell seconded.
Ayes: Chairperson Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling, Ralph Newell, Ryan Somma
Nays: None

The motion passed 5-0 by roll call vote.

c. Request to Make Recommendation to Town Council on Amendments Relating to Land Development Process

Commissioner Somma motioned to recommend approval of the attached ordinance as presented. Commissioner Kisling seconded.
Ayes: Chairperson Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling, Ralph Newell, Ryan Somma
Nays: None
The motion passed 5-0 by roll call vote.

d. Request to Make Recommendation to Town Council on Amendments to Town Code § 157.304 (B)(12) Regarding Illuminated Signs

Commissioner Kisling motioned to recommend approval of the attached ordinance as presented. Commissioner Newell seconded.
Ayes: Chairperson Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling, Ralph Newell, Ryan Somma
Nays: None
The motion passed 5-0 by roll call vote.

5. Adjournment

The meeting was adjourned at 6:45 p.m.

Minutes Prepared by Ryan Somma, Planning Commission Secretary