



# TOWN OF OCCOQUAN

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

October 25, 2022 | 6:30 p.m.

1. **Call to Order**
2. **Citizen Comments**
3. **Approval of Minutes**
  - a. September 27, 2022 Meeting Minutes
4. **Public Hearing**
  - a. Public Hearing on Zoning Text Amendments to Add a Definition of “Multilevel Parking Structure” and to Amend Town Code § 157.121 to Permit Structured Parking with a Special Use Permit in the B-1 Zoning District
5. **Action Items**
  - a. Request to Make a Recommendation on Zoning Text Amendments to Add a Definition of “Multilevel Parking Structure” and to Amend Town Code § 157.121 to Permit Structured Parking with a Special Use Permit in the B-1 Zoning District
6. **Discussion Items**
  - a. Town Council Meeting Update
  - b. Berkley Riverwalk Planning Update
    - Kickoff Meeting
  - c. Planning Commission Priorities Update
    - Riverwalk Visioning
    - North Woodbridge Town Center
    - Alpine X
    - Belmont Bay Expansion Project
7. **Adjournment**

Eliot Perkins  
Chair, Planning Commission



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

**MEETING DATE: 2022-09-27**  
**MEETING TIME: 6:30 PM**

**Present:** Chairperson Eliot Perkins, Commissioners Ann Kisling, Ralph Newell, Ryan Somma, Don Wood

**Absent:** Commissioner Darryl Hawkins

**Town Staff:** Matt Whitmoyer, Management Fellow; Adam Lynn, Interim Town Manager

**1. Call to Order**

The Planning Commission meeting was called to order by Chairman Perkins on 2022-09-27, at 6:30 p.m.

**2. Citizen Comments**

There were no citizen comments.

**3. Approval of Minutes**

**a. August 23, 2022 Meeting Minutes**

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

**4. Action Items**

**a. Request to Consider Zoning Text Amendments to the Town Code Generally Relating to Parking Structures and Set Public Hearing Date**

Chairperson Perkins said Occoquan has a parking problem. There was a hope that the Mill at Occoquan development would help with matters, but that will not happen. Town Council and the Mayor agree the town needs a parking garage. Visitors to town leave because they can't find parking and don't come back. The Planning Commission initiated the free timed parking program which has helped. The Town Council wants the Planning Commission to create the language for the Town Code that allows zoning for a parking garage. This discussion does not mean we are building a parking garage, but it does mean we can talk about the possibility. Tonight's action item sets a public hearing date. Advertising will appear on 13th of October, and draft text will be available at that time. The hearing will be on October 25th.

Commissioner Somma moved to set a public hearing date of October 25, 2022, on the draft ordinance to be provided by the Town Attorney. Commissioner Kisling seconded. The motion passed unanimously by voice vote.

Mr. Whitmoyer said the main concerns with parking right now is that there are not enough spaces. The B1 zoning district or R1 district are options for allowing parking garages. There is also the option of possibly expanding B1 to cover additional areas and allow garages in just B1. There are also questions of heights and setbacks. All zones currently have these defined and we would want to consider them in terms of what a parking garage would need structurally and aesthetically. B1 currently allows businesses on first floor and mixed use on upper floor. If we are allowing in R1, we would need to consider if businesses would be allowed. Also need to consider allowing by right or special use permits.

## **5. Discussion Items**

### **a. Planning Commission Priorities Update**

- Berkley Riverwalk Planning Proposal

Chairperson Perkins said that because Town staff and the Planning Commission have put so much initial work into this, the Town Council approved \$40k to develop a proper plan and to have the blocking and tackling done for grants. For example, the Town can show Alpine X, Prince William County, Fairfax County, and the Occoquan Regional Park that we have invested money in this project to demonstrate our commitment. We will have renderings of the project to ensure the best plan possible. This includes three renderings of the projects and additional meeting opportunities. If we need more money for additional items, we can go back to the Town Council for approval. This is not being paid for with Town taxes, but Federal dollars. The Berkley Group has a lot of experience with this kind of project. Mr. Lynn said the Berkley Group assisted the town in 2016 and did excellent work. Chairperson Perkins said the next steps are to sign off and hold administrative meeting to establish actual schedule for completion of the work. The whole process will take seven months and everyone will be involved in the process.

Commissioner Wood said that renderings are very inviting and communicate what we would like to do if we are able to use the properties for these designs. So this is selling a vision. Chairperson Perkins said there are many people involved, property owners, Occoquan citizens, and businesses. If we show people what can be and include them at the right time, they can see themselves as being part of something that will benefit their families and kids. Matt Dawson, a former Town Council member, owns one of lots of land and he is incredibly interested and willing to be part of the solution.

- Fall Craft Show

Chairperson Perkins expressed thanks to Town Staff and volunteers for putting on an unbelievable Craft Show. Mr. Lynn said there was a very positive response from participants.

## **6. Adjournment**

The meeting was adjourned at 6:58 p.m.



# TOWN OF OCCOQUAN PLANNING COMMISSION

## Agenda Communication

<b>4. Public Hearings</b>	<b>Meeting Date:</b> October 25, 2022
<b>4A:</b> Public Hearing on Zoning Text Amendments to Add a Definition of “Multilevel Parking Structure” and to Amend Town Code § 157.121 to Permit Structured Parking with a Special Use Permit in the B-1 Zoning District	

**Attachments:** a. Resolution R-2022-07 to Refer ZTA  
b. Draft Ordinance

**Submitted by:** Matt Whitmoyer  
Management Fellow

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### **Explanation and Summary:**

This is a public hearing on zoning text amendments to add a definition of “Multilevel Parking Structure” and to amend Town Code § 157.121 to permit structured parking with a special use permit in the B-1 zoning district. Town Council referred the amendments to the Planning Commission on September 20, 2022. The resolution and draft ordinance are attached.

Should the Planning Commission choose to close the public hearing, the Planning Commission will take action to make a recommendation to the Town Council later on the meeting agenda. The Town Council has scheduled a public hearing on the proposed ordinance on Tuesday, November 1, 2022, at 7:00 pm.

### **Background**

Currently, the Town Code does not include language accommodating parking structures within the town in any zoning district. Parking is a perennial issue for the town, with respect to both the amount and location of spaces. The purpose of any zoning text amendments will be to lay the groundwork for any future measures to address parking issues in the Town of Occoquan.

**Staff Recommendation:** Unless public comment provides a reason not to, staff recommends closing the public hearing.

### **Proposed/Suggested Motion:**

“I move to close the public hearing.”

OR

“I move to continue the public hearing to MEETING DATE.”

OR

Other action the Planning Commission deems appropriate.

**TOWN OF OCCOQUAN, VIRGINIA  
RESOLUTION**

**RESOLUTION TO REFER ZONING TEXT AMENDMENT TO PLANNING  
COMMISSION TO AMEND TOWN CODE GENERALLY RELATING TO PARKING  
STRUCTURES**

**WHEREAS**, the Town Council finds that public necessity, convenience, general welfare, and good zoning practice requires amending the Town zoning ordinance to address parking structures within the Town; and

**WHEREAS**, by authority granted in §§ 15.2-1427 (D), 15.2-2285 (B), and 15.2-2286(A)(7) of the Code of Virginia, the Town Council may amend, supplement, or change the Town’s zoning regulations, and

**WHEREAS**, pursuant to § 15.2-2286(A)(7)(i), amendments to the zoning ordinance may be initiated by resolution of the Town Council, and

**WHEREAS**, pursuant to § 15.2-2285 (B), no zoning ordinance shall be amended or reenacted unless the planning commission has had an opportunity to make recommendations on it; and

**WHEREAS**, pursuant to §§ 15.2-2204 and 15.2-2285 (C), before approving and adopting any zoning ordinance or amendment thereof, the governing body shall hold at least one public hearing thereon; and

**WHEREAS**, the Town Council wishes to revise the existing Zoning Ordinance to serve the health, safety and general welfare of the public and accomplish the objectives of Virginia Code § 15.2-2200, and wishes to give reasonable consideration to the following purposes: (i) to provide for adequate light, air, convenience of access, and safety from fire, flood, impounding structure failure, crime and other dangers; (ii) to reduce or prevent congestion in the public streets; (iii) to facilitate the creation of a convenient, attractive and harmonious community; (iv) to facilitate the provision of adequate police and fire protection, disaster evacuation, civil defense, transportation, water, sewerage, flood protection, schools, parks, playgrounds, recreational facilities, and other public requirements; (v) to protect against destruction of or encroachment upon historic areas and working waterfront development areas; (vi) to protect against overcrowding of land, undue density of population in relation to the community facilities existing or available, obstruction of light and air, danger and congestion in travel and transportation, or loss of life, health, or property from fire, flood, impounding structure failure, panic or other dangers; (vii) to encourage economic development activities that provide desirable employment and enlarge the tax base; (viii) to provide for the preservation of lands of significance for the protection of the natural environment; (ix) to promote the creation and preservation of affordable housing suitable for meeting the current and future needs of the locality as well as a reasonable proportion of the current and future needs of the planning district within which the locality is situated; and (x)

to provide reasonable modifications in accordance with the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131 et seq.) or state and federal fair housing laws, as applicable.

**NOW, THEREFORE, BE IT RESOLVED** that the Occoquan Town Council does hereby initiate R-2022-10 to address parking structures; and

**BE IT FURTHER RESOLVED** that the Occoquan Town Council does hereby refer the attached proposed amendment to the zoning ordinance to the Planning Commission for its recommendations.

**Adopted by the Town Council of the Town of Occoquan, Virginia this 20<sup>th</sup> day of September, 2022.**

**MOTION:**

**DATE: September 20, 2022  
Town Council Meeting**

**SECOND:**

**Votes**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**BY ORDER OF THE TOWN COUNCIL**

**Attested:**

\_\_\_\_\_  
**Earnest W. Porta, Jr., Mayor**

\_\_\_\_\_  
**Philip Auville, Town Clerk**

**ORDINANCE # O-2022-\_\_**

**AN ORDINANCE TO AMEND THE ZONING CODE BY ADDING A DEFINITION OF "MULTILEVEL PARKING STRUCTURE" AND TO AMEND TOWN CODE § 157.121 TO PERMIT STRUCTURED PARKING WITH A SPECIAL USE PERMIT IN THE B-1 ZONING DISTRICT**

**WHEREAS**, The Town Council initiated a zoning text amendment to allow multilevel parking structures in the B-1 commercial district by Resolution R-2022-\_\_; and

**WHEREAS**, After receiving public input and the recommendation of the Planning Commission, the Town Council desires to amend the zoning ordinance to permit multilevel parking structures in the B-1 district by special use permit, in order to accomplish the objectives of Virginia Code § 15.2-2200 and serve the public health, safety and welfare.

**NOW, THEREFORE BE IT ORDAINED** by the Council for the Town of Occoquan, Virginia meeting in regular session this \_\_\_\_ day of \_\_\_\_\_, 2022:

1. That the Town Council hereby amends Town Code § 156.001 to add a definition as follows:

***PARKING STRUCTURE, MULTILEVEL.*** A structure with multiple stories designed for the parking of passenger vehicles and in which there is no provision for the repairing of vehicles.

2. That Town Code § 157.121 is hereby amended as follows:

**§ 157.121 USES PERMITTED.**

Structures to be maintained or erected, or land to be used, shall be restricted to one or more of the following uses.

(A) *Uses permitted by right.* Uses permitted by right are as follows:

- (1) Home appliance services;
- (2) Bakeries;
- (3) Banks;

- (4) Barbershops and beauty shops;
- (5) Bed and breakfasts;
- (6) Clubs and lodges;
- (7) Drugstores;
- (8) Festivals, town sponsored;
- (9) Hotels;
- (10) Laundry facilities;
- (11) Libraries;
- (12) Machinery sales and service;
- (13) Medical uses;
- (14) Office buildings;
- (15) Places of assembly with less than 25 seats, as an accessory to the principal use;
- (16) Plumbing and electrical supply stores (with storage under cover);
- (17) Public utilities, including poles, lines, distribution transformers, pipes, meters or other facilities necessary for the provision and maintenance of public utilities, including water and sewerage facilities;
- (18) Restaurants, eating places;
- (19) Retail food stores;
- (20) Retail stores;
- (21) Temporary seasonal display, subject to the following conditions:  
display must be accessory to the principal use of the property; and display may not be present for more than 45 days;



(22) Waterfront business activities: wholesale and retail marine, such as boat docks, piers, small boat docks, yacht clubs and marine servicing facilities; dock and areas for receipt, storage, and transshipment of waterborne commerce; and recreational activities, primarily conducted on or about a waterfront. All such uses shall be contiguous to a waterfront; ~~and~~

(23) Detached single-family dwelling in a one-story building that fronts on Commerce Street or Ellicott Street.

(B) *Uses permitted by special exception permit approved by Town Council.* Uses permitted by special exception permit approved by Town Council are as follows:

(1) Auto services;

(2) Child care facilities;

(3) Funeral homes;

(4) General residential uses, subject to the following condition: residential uses may not occupy the floor of the building that is adjacent to the primary street and/or sidewalk;

(5) Lumber and building supply stores (with storage under cover);

(6) Places of assembly; and

(7) Wholesale businesses; and

(8) Multilevel Parking Structures. The Special Use Permit shall define the setbacks and maximum height of the facility and may provide for a mixed-use structure.

3. That this ordinance is effective upon passage.

**BY ORDER OF THE TOWN COUNCIL**

**Meeting Date:**

**Town Council Meeting**  
**Ord No. O-2022-\_\_**

**RE:**

**MOTION:**  
**SECOND:**  
**ACTION:**

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**CERTIFIED COPY** \_\_\_\_\_

**Town Clerk**

**DRAFT**



# TOWN OF OCCOQUAN PLANNING COMMISSION

## Agenda Communication

<b>5. Action Items</b>	<b>Meeting Date:</b> October 25, 2022
<b>5A:</b> a. Request to Make a Recommendation on Zoning Text Amendments to Add a Definition of "Multilevel Parking Structure" and to Amend Town Code § 157.121 to Permit Structured Parking with a Special Use Permit in the B-1 Zoning District	

**Attachments:** a. Draft Ordinance

**Submitted by:** Matt Whitmoyer  
Management Fellow

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### **Explanation and Summary:**

This is a request for the Planning Commission to review the public comment on the draft ordinance and make recommendations to Town Council on zoning text amendments to add a definition of "Multilevel Parking Structure" and to amend Town Code § 157.121 to permit structured parking with a special use permit in the B-1 zoning district.

### **Background**

Currently, the Town Code does not include language accommodating parking structures within the town in any zoning district. Parking is a perennial issue for the town, with respect to both the amount and location of spaces. The purpose of any zoning text amendments will be to lay the groundwork for any future measures to address parking issues in the Town of Occoquan.

**Staff Recommendation:** Recommend approval of the ordinance to Town Council.

**Cost and Financing:** N/A

**Account Number:** N/A

### **Proposed/Suggested Motion:**

"I move to recommend approval of the attached ordinance as presented."

OR

"I move to recommend approval of the attached ordinance with the following changes:\_\_\_\_\_."

OR

"I move to recommend disapproval of the attached ordinance because \_\_\_\_\_."

OR

Other action the Planning Commission deems appropriate.

**ORDINANCE # O-2022-\_\_**

**AN ORDINANCE TO AMEND THE ZONING CODE BY ADDING A DEFINITION OF "MULTILEVEL PARKING STRUCTURE" AND TO AMEND TOWN CODE § 157.121 TO PERMIT STRUCTURED PARKING WITH A SPECIAL USE PERMIT IN THE B-1 ZONING DISTRICT**

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**WHEREAS**, After receiving public input and the recommendation of the Planning Commission, the Town Council desires to amend the zoning ordinance to permit multilevel parking structures in the B-1 district by special use permit, in order to accomplish the objectives of Virginia Code § 15.2-2200 and serve the public health, safety and welfare.

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- (11) Libraries;
- (12) Machinery sales and service;
- (13) Medical uses;
- (14) Office buildings;
- (15) Places of assembly with less than 25 seats, as an accessory to the principal use;
- (16) Plumbing and electrical supply stores (with storage under cover);
- (17) Public utilities, including poles, lines, distribution transformers, pipes, meters or other facilities necessary for the provision and maintenance of public utilities, including water and sewerage facilities;
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(5) Lumber and building supply stores (with storage under cover);

(6) Places of assembly; and

(7) Wholesale businesses; and

(8) Multilevel Parking Structures. The Special Use Permit shall define the setbacks and maximum height of the facility and may provide for a mixed-use structure.

3. That this ordinance is effective upon passage.

**BY ORDER OF THE TOWN COUNCIL**

**Meeting Date:**

**Town Council Meeting**  
**Ord No. O-2022-\_\_**

**RE:**

**MOTION:**  
**SECOND:**  
**ACTION:**

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**CERTIFIED COPY** \_\_\_\_\_

**Town Clerk**

**DRAFT**