



TOWN OF OCCOQUAN

Town Hall, 314 Mill Street, Occoquan, VA 22125
www.occoquanva.gov | info@occoquanva.gov | (703) 491-1918

PLANNING COMMISSION MEETING

October 26, 2023 | 6:30 p.m.

1. **Call to Order**
2. **Citizen Comments**
3. **Approval of Minutes**
 - a. September 26, 2023 Meeting Minutes
 - b. October 5, 2023 Subcommittee Meeting Minutes
 - c. October 17, 2023 Subcommittee Meeting Minutes
4. **Work Session**
 - a. Beautification Work Group
5. **Discussion Items**
 - a. Riverwalk Vision Planning Update
 - b. Potomac Watershed Roundtable Update
 - c. Strategic Planning Template Discussion
 - d. Planning Commission Priorities Update
 - North Woodbridge Town Center
 - Alpine X
 - Belmont Bay Expansion Project
6. **Adjournment**

Eliot Perkins
Chair, Planning Commission



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

MEETING DATE: 2023-9-26
MEETING TIME: 6:30 PM

Present: Chairperson Eliot Perkins, Commissioners, Darryl Hawkins, Ann Kisling, Bob Love, Ralph Newell, Ryan Somma, Don Wood

Town Staff: Matt Whitmoyer, Management Fellow; Adam Linn, Town Manager

1. Call to Order

6:30pm

2. Citizen Comments

None

3. Approval of Minutes

a. August 22, 2023 Meeting Minutes

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

b. September 6, 2023 Subcommittee Meeting Minutes

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

c. September 12, 2023 Subcommittee Meeting Minutes

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

d. September 19, 2023 Subcommittee Meeting Minutes

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

4. Discussion Items

Chairperson Perkins said the Town lost \$40k because the Craft Show was cancelled. Cancelling was the right decision. Staff called every single vendor to try and reschedule, but it would cost \$40k to do so.

This is the first-time a show has been cancelled. He asked Commissioners to take time and thank staff for all their work on this.

Commissioner Newell asked if the Town carried insurance for these occurrences. Mr. Whitmoyer said the Town's insurance does not cover events. Commissioner Love asked if the Town was looking to make the December events more robust to compensate for the loss. Mr. Whitmoyer said they are looking into that. Chairperson Perkins said there is a possibility of expanding other revenue-producing events.

a. Berkley Riverwalk Planning Update

Chairperson Perkins said there is one more meeting with the Berkley Group and then things will move on to the Planning Commission.

5. Work Session

a. Parking, Multi-Modal Transportation, and Regional Connections Work Group

Commissioner Wood thanked Commissioners Somma and Newell and Mr. Whitmoyer for their work, insights, and a great discussion. Chairperson Perkins said that several groups have met now. Commissioner Wood asked about sharing personal items to the workgroup shared folders. Mr. Whitmoyer said it was fine so long as everyone understands these materials are subject to the Freedom of Information Act (FOIA).

There was a discussion of the Increasing Walkability, Connectivity, and Accessibility document. Concerning the proposal that the Town invest in an "Adventure Map" of Occoquan, Chairperson Perkins requested to make the map interactive.

There was a discussion of traffic-calming strategies in Town. Commissioner Somma said the police presence on the 123 Bridge was well-known in the region. Mr. Linn said the police don't stop anyone on the bridge unless they are going over 20mph, there are an average of three accidents a week and a recent fatality. The police presence is not a speed trap because we want people to know about it. There are many tickets a month for speeders over 90 mph. The presence is paid for with a grant and not Occoquan taxpayers. Chairperson Perkins said to write up an exhaustive list, talk to the police department to inventory all calming actions that work and don't work.

Mr. Whitmoyer said the Commission can reach out to staff to research a bus stop. Commissioner Love said the Water Taxi proposal needs a business case. Chairperson Perkins said more people and more attractions creates a business argument. Commissioner Love said special events could provide a business case where visitors park at other locations and take water taxi into Town.

There was a discussion about synergistic events with the Workhouse and Regional Park.

There was a discussion about parking. Chairperson Perkins said the Town has spoken extensively with ParkMobile. Commissioner Love suggested the end of Poplar Lane, before the Marina gate, as additional parking.

There was a discussion about the shuttle service to Occoquan. Mr. Linn said the service needs to be consistent. Mr. Whitmoyer said the Town expects October-November to be the busiest season.

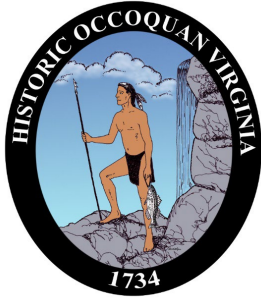
There was a discussion about the Amtrack Train connections and providing shuttle service to and from the station.

Commissioner Wood asked about the possibility of adding a sidewalk to the rocky portion of Commerce Street. Mr. Linn said the Town first started looking at this in 2016. VDOT will not allow parking because of the grade and lack of width. No sidewalk is being considered because it would still need a retaining wall. To properly meet VDOT's standards, we would need to move the guardrail and install a retaining wall. According to VDOT, this won't happen. Commissioner Wood asked how this was possible on McKenzie. Mr. Linn said it was because that's a Town Road. Chairperson Perkins asked for most up-to-date information on sidewalks. Mr. Whitmoyer provided an update on the Tanyard Hill sidewalk and other projects.

6. Adjournment

The meeting was adjourned at 7:49pm

Minutes Prepared by Ryan Somma, Planning Commission Secretary



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

MEETING DATE: 2023-10-05
MEETING TIME: 3:00 PM

Present: Chairperson Eliot Perkins, Commissioners Don Wood, Ralph Newell

Town Staff: Matt Whitmoyer, Deputy Town Manager

1. Strategic Planning Discussion Items

a. Green Infrastructure

The meeting began at 3:00pm

The Commissioners discussed ideas related to greening town facilities and infrastructure. This included single use products, solar energy, LEED standards, improvements at Town Hall, and coordination with the County's sustainability efforts.

The meeting adjourned at 4:30 p.m.

Minutes Prepared by Matt Whitmoyer, Planning Commission Staff Liaison



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

MEETING DATE: 2023-10-17
MEETING TIME: 2:00 PM

Present: Chairperson Eliot Perkins; Commissioners Robert Love, Darryl Hawkins, Ann Kisling; Vice Mayor Jenn Loges

Town Staff: Matt Whitmoyer, Deputy Town Manager; Adam Linn, Town Manager

The meeting began at 2:00pm

1. Strategic Planning Discussion Items

a. Economic Development

The Commissioners discussed ideas related to economic development. This included a SWOT analysis and covered several items, including business engagement and support, municipal Wi-Fi, regional connections, and grant opportunities.

b. Riverwalk Vision Plan

The Commissioners discussed the Riverwalk Vision Plan Report. This included an assessment of the report and discussion on next steps and immediate deliverables.

The meeting adjourned at 3:00 p.m.

Minutes Prepared by Matt Whitmoyer, Planning Commission Staff Liaison



TOWN OF OCCOQUAN PLANNING COMMISSION

Agenda Communication

| | |
|--------------------------------------|---------------------------------------|
| 4. Work Session | Meeting Date: October 26, 2023 |
| 4A: Beautification Work Group | |

Attachments: a. N/A

Submitted by: Matt Whitmoyer
Deputy Town Manager

Explanation and Summary:

This is a work session to discuss the goals and action items related to beautification standards and programs. The work group of Chari Perkins and Commissioners Kisling and Hawkins will present their research and conclusions and lead discussion on action items and next steps.

At the September 26th, 2023 meeting the Planning Commission amended the strategic planning work session schedule to move Beautification to the October 26th meeting.

Strategic Planning Work Schedule (AMENDED)

To schedule a work meeting please email Matt at mwhitmoyer@occoquanva.gov

| Work Session Date | Theme | Goal | Potential Action Item(s) | Responsible Parties |
|-------------------|---|---|--|---------------------|
| 9/26/23 | Increasing Walkability, Connectivity, and Accessibility | Goals E3, E4, and E5 (Increase Parking, Multi-Modal Transportation, and Regional Connections) | <p>Create regional connectedness strategy</p> <p>Create bike/ped plan</p> <p>Research innovative alternatives for parking scarcity</p> | Ryan, Don, Ralph |
| 10/24/23 | Fostering a Distinct Identity for the Town | Create Beautification Standards and Programs | <p>Create a community plan that sets standards for public infrastructure and improvements</p> <ul style="list-style-type: none"> review and update Community Plan draft <p>Create beautification programs for public and private properties, including locations such as:</p> <ul style="list-style-type: none"> Town Entrances Town Buildings and Parks Private properties in the business district | Ann, Eliot, Darryl |

| | | | | |
|----------|--|--|---|------------------|
| | | | Create a public art program | |
| 11/14/23 | Leveraging the Natural Resources of the Town | Finalize and Implement the Riverwalk Vision Plan | <p>Review the Riverwalk Vision Plan deliverables</p> <p>Investigate additions and connections to the Vision Plan</p> <ul style="list-style-type: none"> • Formulate next steps for the Riverwalk planning process | Ann, Bob, Darryl |
| 12/12/23 | Leveraging the Natural Resources of the Town | Make Occoquan a Trail Town | <p>Hold work session to define what Trail Town means for Occoquan and the component parts needed</p> <p>Coordinate with Trail Towns program</p> <p>Create a work plan, including items such as:</p> <ul style="list-style-type: none"> • Inventory/map regional trails • Trail Town infrastructure needs • Regional coordination goals | Eliot, Ryan |

| | | | | |
|---------|---|------------------------------------|--|------------|
| | | | (Alpine X, LRPA, Workhouse, NOVA Parks, NVRC Trail Summits, PHNST signage) Success metrics | |
| 1/23/24 | Fostering Economic Development and Diversification | Attract and Recruit New Businesses | <p>Develop relationships with local businesses, realtors, chambers of commerce, and other relevant groups</p> <p>Create system for identifying and marketing empty commercial spaces with local business owners and realtors</p> <p>Create standards for and subsequent inventory of desired/needed businesses (i.e. grocers, restaurants, trail outfitters, etc.)</p> | Bob, Eliot |
| 2/27/24 | Protecting the Ecological and Public Health of the Town | Increase Green Infrastructure | <p>Research how small localities green their infrastructures</p> <ul style="list-style-type: none"> Who leads the initiatives? | Ralph, Don |

- Types of plans and programs
- Types of technology and BMPs

Research green infrastructure BMPs, such as:

- permeable infrastructure options (ULTISuDS)
- stormwater and flood preparedness BMPs