



# TOWN OF OCCOQUAN

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

## PLANNING COMMISSION MEETING

**Tuesday, January 12, 2016**

**7:00 PM**

**TOWN HALL - 314 MILL STREET**

There will be a Planning Commission Meeting to Discuss the Following:

1. Appoint Secretary for Meeting
2. Approval of December 8, 2015 Regular Meeting Minutes
3. Vistas at Occoquan Minor Site Plan Revision - Review and Recommendation
4. Comprehensive Plan Update - Status Report

**Joe McGuire**

Town of Occoquan Councilmember  
Planning Commission Chair



**TOWN OF OCCOQUAN  
PLANNING COMMISSION  
Regular Meeting Minutes  
Town Hall - 314 Mill Street, Occoquan, VA 22125  
Tuesday, December 8, 2015  
7:00 p.m.**

**Present:** Members Ramsey Baerga, Daniel Braswell, Bret Stevens

**Staff Present:** Ned Marshall, Zoning Administrator; Kirstyn Jovanovich, Town Manager

**Absent:** Joe McGuire

**1. Call to Order**

The Planning Commission meeting was called to order by Planning Commission Member Ramsey Baerga on Tuesday, December 8, 2015 at 7:00 p.m.

**2. Approval of Minutes**

Planning Commission Member Mr. Daniel Braswell moved to approve the Planning Commission regular meeting minutes of November 10, 2015. Planning Commission Member Mr. Bret Stevens seconded the motion. The motion carried by poll vote, unanimously.

**3. 308 Commerce Street Site Plan**

Zoning Administrator Mr. Ned Marshall briefed the Planning Commission on the 308 Commerce Street Final Site Plan. The Planning Commission asked whether the plan violated setback requirements. Mr. Marshall stated that there is no setback requirement pertaining to retaining walls.

Planning Commission Member Mr. Braswell made a motion to recommend approval to the Town Council of the 308 Commerce Street Final Site Plan as briefed, noted in the site drawing, and discussed by the Planning Commission. Mr. Stevens seconded the motion. The motion carried by poll vote, unanimously.

**4. Comprehensive Plan Update**

Town Manager Kirstyn Jovanovich stated that the final draft of the Comprehensive Plan Diagnostics Report will be provided in January 2016. Ms. Jovanovich further provided that she would like to schedule a joint Occoquan Town Council and Occoquan Planning Commission meeting during January 2016 to discuss the final draft of the Comprehensive Plan Diagnostics Report.

**5. Adjournment**

The meeting was adjourned at 7:12 p.m.

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Joe McGuire

Chair, Planning Commission

*Submitted by Bret Stevens, Planning Commission Member*



**MAYOR**  
EARNEST W. PORTA, JR.

# TOWN OF OCCOQUAN

CIRCA 1734 INCORPORATED 1874  
314 MILL STREET, P.O. BOX 195  
OCCOQUAN, VIRGINIA 22125  
703-491-1918 FAX 703-491-4962

**TOWN COUNCIL**  
ELIZABETH A. QUIST, VICE MAYOR  
DENISE M. BUSH  
BARRY G. DEAN  
PATRICK A. SIVIGNY  
JAMES N. WALBERT

**ACTING TOWN MANAGER**  
SHELDON LEVI

**TOWN CLERK**  
PEGGY BLACKWELL

**TREASURER**  
ABIGAIL BREEDING, CPA

## STAFF REPORT Vistas at Occoquan

Applicant: DR Horton, Inc.

Date: January 4, 2016

### PART I

#### A. EXECUTIVE SUMMARY

The applicant proposes a minor site plan revision to address sidewalk connections as they relate to field conditions. This staff report evaluates the proposed application as it pertains to town ordinances for conformity.

#### B. DESCRIPTION OF PETITION

The applicant requests approval of the revised Vistas at Occoquan site plan, dated May 24, 2013, last sealed on December 9, 2015.

#### C. APPLICABLE REGULATIONS

1. Chapter 46 – Site Plans
2. Chapter 54 – Subdivisions
3. Chapter 66 – Zoning

### PART II

#### A. ANALYSIS OF EXISTING CONDITIONS

1. Site Area: +/-0.50 acres

2. Use: Residential, (SFA)
3. Zone: R-3
4. Location: The referenced property is located east of the intersection of McKenzie Drive, Ellicott Street and newly constructed Sebring Court, in the Town's Old and Historic District.
5. Buildings/Structures: Site built out, with eight single family attached dwellings having been completed.
6. Access: Access is at the intersection of Sebring Court and Ellicott Street.

**B. ANALYSIS OF PROPOSED PLAN**

Pursuant to site inspections and a previous field meeting with VDOT review personnel, this minor site plan revision proposes to extend the brick sidewalk along Ellicott Street to the intersection with Center Alley, terminating with a standard handicap accessible curb ramp.

Prior to this, another minor site plan revision was approved, which modified the terminus of sidewalk at the intersection of Ellicott and Union streets. At this intersection, the stop sign on the left hand side of the roadway was to be removed, and an "End of Sidewalk" sign to be affixed to the sidewalk barricade. As of the time of writing, these items have yet to be completed.

**Any fees associated with the review and approval of this plan must be paid.**

PART III

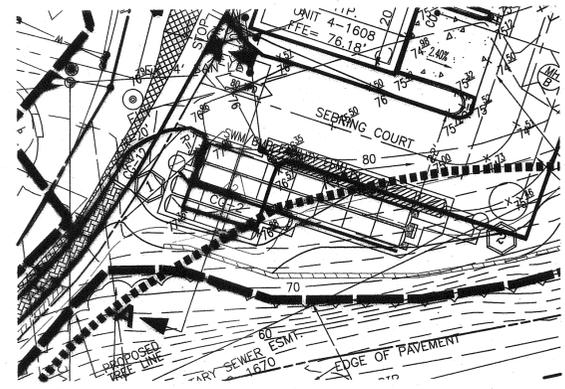
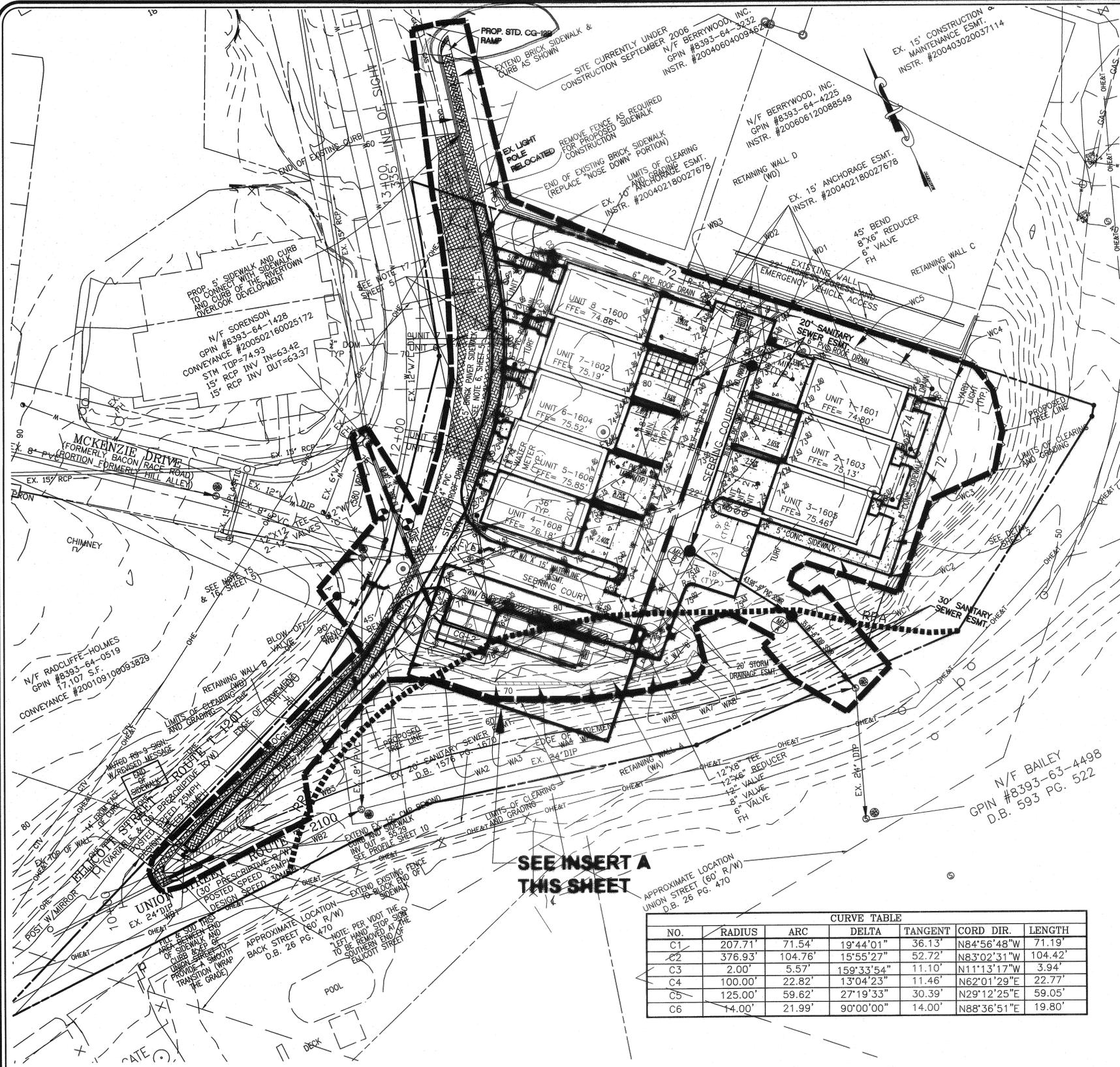
**STAFF CONCLUSIONS**

The proposed site plan revision, having been duly reviewed and accepted by Town Staff, has been deemed consistent with the applicable provisions of the Town Code. It is therefore Staff's recommendation to grant **approval** to the above referenced plan.

**PREPARED BY:** Matthew A. Williams, Asst. Town Engineer, January 4, 2016 

**APPROVED BY:** Bruce A. Reese, Town Engineer, January 4, 2016





**INSERT A - SWM/BMP FACILITY**  
SCALE: 1" = 20'

- NOTES:**
1. ALL TOWNHOUSE UNIT DRIVEWAYS SHALL BE CONSTRUCTED OF CONCRETE. SEE SITE PLAN.
  2. ALL SANITARY SEWER CLEAN-OUTS IN PAVED AREAS ARE REQUIRED TO BE RATED FOR TRAFFIC LOADING.
  3. ALL UTILITIES PLACED UNDER EXISTING STREETS SHALL BE BORED AND JACKED.
  4. TURF SLOPES ARE NOT TO EXCEED 3:1:1.
  5. STANDARD HANDRAILS SHALL BE PROVIDED AT ALL WALLS AS REQUIRED FOR BUILDING PERMITS.
  6. BRICK PAVER SIDEWALK IS TO BE PLACED ON TOP OF 95% COMPACTED SUBGRADE.
  7. A LETTER OF PERMISSION WILL BE OBTAINED FOR ANY OFFSITE GRADING BY OWNER PRIOR TO CONSTRUCTION.
  8. A SEPARATE PERMIT SHALL BE REQUIRED FOR RETAINING WALL CONSTRUCTION.
  9. THE HOMEOWNERS ASSOCIATION WILL MAINTAIN THE RETAINING WALL BEING PROPOSED IN THE RIGHT OF WAY.
  10. A HOLD HARMLESS AGREEMENT SHALL BE REQUIRED FOR THE RETAINING WALL.
  11. GARAGE UNITS SHALL BE USED STRICTLY FOR PARKING, AND SHALL NOT BE CONVERTED TO LIVING SPACE, AS REQUIRED BY THE HOMEOWNERS ASSOCIATION DECLARATION OF COVENANTS.
  12. STORMTECH INSERTS PLACED INSIDE INLETS PROVIDE 50% PHOSPHOROUS REMOVAL.
  13. THE BRICK PAVER SIDEWALK AND OC-1 CURB ARE NOT VDOT STANDARDS, THEREFORE WILL NOT BE MAINTAINED BY VDOT AND WOULD HAVE TO BE MAINTAINED BY THE TOWN OF OCCOQUAN OR THE HOMEOWNERS ASSOCIATION.
  14. THE EXISTING WATER SERVICE LINE SHALL BE EXPOSED AT THE CORPORATION STOP, CUT, AND CRIMPED PER THE DIRECTIONS OF THE PWCSA INSPECTOR.
  15. THE EXISTING LATERAL SHALL BE EXPOSED AT THE MAIN, CUT AND CAPPED PER THE PWCSA INSPECTOR. IF THE LATERAL IS CONNECTED TO THE MANHOLE IT SHALL BE REMOVED.
  16. IF THE EXISTING SANITARY MANHOLE CANNOT BE REPAIRED NOR A NEW INVERT INSTALLED TO THE SATISFACTION OF THE PWCSA INSPECTOR, A NEW MANHOLE AND BASE SHALL BE PROVIDED.
  17. WATER METERS FOR UNITS 5 THROUGH 8 SHALL CONNECT TO THE EXISTING 12" WATER MAIN LOCATED ALONG ELLICOTT STREET, THE WATER MAIN SHALL BE FIELD LOCATED.
  18. YARD LIGHTS SHALL BE CONGRUENT WITH THOSE ELSE WHERE IN THE HISTORIC DISTRICT.
  19. WATER METERS FOR UNITS 1, 2, AND 3 SHALL BE PROVIDED WITH METAL TAGS WITHIN THE CROCKS STATING THE UNIT ADDRESS.

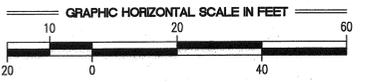
**SEE INSERT A THIS SHEET**

APPROXIMATE LOCATION UNION STREET (60' R/W) D.B. 26 PG. 470

CURVE TABLE						
NO.	RADIUS	ARC	DELTA	TANGENT	CORD DIR.	LENGTH
C1	207.71'	71.54'	19°44'01"	36.13'	N84°56'48"W	71.19'
C2	376.93'	104.76'	15°55'27"	52.72'	N83°02'31"W	104.42'
C3	2.00'	5.57'	159°33'54"	11.10'	N111°13'17"W	3.94'
C4	100.00'	22.82'	13°04'23"	11.46'	N62°01'29"E	22.77'
C5	125.00'	59.62'	27°19'33"	30.39'	N29°12'25"E	59.05'
C6	14.00'	21.99'	90°00'00"	14.00'	N88°36'51"E	19.80'

**LEGEND**

- CONCRETE SIDEWALK / DRIVEWAY
- BRICK PAVER SIDEWALK
- EXISTING RETAINING WALL
- PROPOSED RETAINING WALL
- ROAD WIDENING
- VEHICLE TURNAROUND AREA
- RESOURCE PROTECTION AREA (RPA)



**BURGESS & NIPLÉ**  
12700 BLACK FOREST LANE, SUITE 100, WOODBRIDGE, VA 22192  
PH. (703) 670-6400 FAX (703) 670-6250

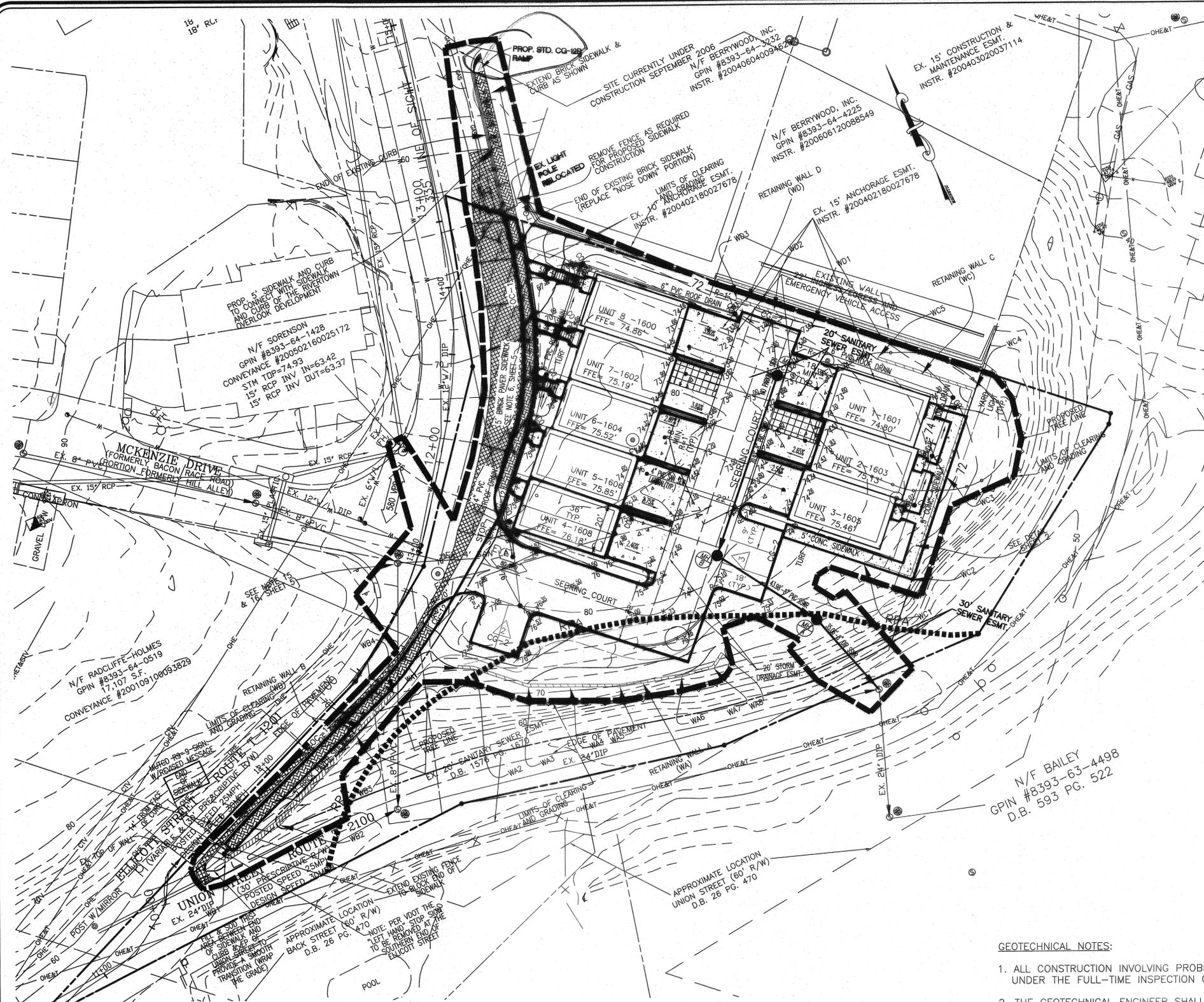
REVISIONS	DATE
ADD CS-12B RAMP	12/9/15
EXTEND SIDEWALK NORTH OF ELLICOTT ST	11/10/15
REMOVE SIDEWALK CONNECTION FROM ELLICOTT ST TO UNION ST AND CS-12 IR RAMP	5/24/13

**SITE PLAN**

**VISTAS AT OCCOQUAN**

TOWN OF OCCOQUAN  
PRINCE WILLIAM COUNTY, VIRGINIA

DATE: 2013/05/24  
SCALE: 1" = 20'  
DESIGN: DW DRAWN: YK  
CHECK: DW CHECK: WCP  
FN: 8393-64-3014-R01-502  
B&N PN: PR49816  
SHEET: 05 OF 23  
B&N FN: WC-4905-A



Wall	TW	BW
Location	Elevation	Elevation
WA1	74.00	73.50
WA2	75.75	73.00
WA3	74.00	71.50
WA4	72.00	71.25
WA5	72.00	68.50
WA6	72.00	67.00
WA7	71.00	68.00
WA8	71.00	70.50

Wall	TW	BW
Location	Elevation	Elevation
WB1	60.50	60.00
WB2	64.50	56.50
WB3	70.00	66.80
WB4	71.50	71.00

Wall	TW	BW
Location	Elevation	Elevation
WC1	74.00	73.50
WC2	74.00	68.10
WC3	74.00	73.00
WC4	70.50	68.50
WC5	72.00	71.50

Wall	TW	BW
Location	Elevation	Elevation
WD1	72.00	71.50
WD2	73.00	70.50
WD3	72.00	71.50

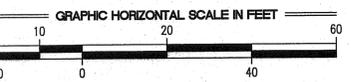
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- NOTES:
1. MAXIMUM SLOPES ARE NOT TO EXCEED 3:1:1.
  2. ALL RETAINING WALLS TO BE PROVIDED WITH STANDARD HANDRAILS.

- GEOTECHNICAL NOTES:
1. ALL CONSTRUCTION INVOLVING PROBLEM SOILS MUST BE PERFORMED UNDER THE FULL-TIME INSPECTION OF THE GEOTECHNICAL ENGINEER.
  2. THE GEOTECHNICAL ENGINEER SHALL FURNISH A WRITTEN OPINION TO THE TOWN OF OCCOQUAN AS TO WHETHER OR NOT THE WORK HAS BEEN PERFORMED IN ACCORDANCE WITH THE APPROVED PLANS PRIOR TO THE ISSUANCE OF ANY OCCUPANCY OR USE PERMIT.
  3. REVIEW AND APPROVAL OF THE PLANS, SPECIFICATIONS, AND REPORTS BY THE TOWN OF OCCOQUAN SHALL IN NO WAY RELIEVE THE DEVELOPER OF THE RESPONSIBILITY FOR THE DESIGN, CONSTRUCTION, AND PERFORMANCE OF THE STRUCTURES, PAVEMENT, AND SLOPES ON THE PROJECT AND DAMAGE TO THE SURROUNDING PROPERTIES.
  4. DURING CONSTRUCTION, THE DEVELOPER SHALL EMPLOY A GEOTECHNICAL ENGINEER LICENSED IN THE STATE OF VIRGINIA TO INSPECT THE CONSTRUCTION OF THE RESIDENCES, RETAINING WALL, AND THE UNDERGROUND SWM FACILITY.
  5. AS-BUILT PLANS SHALL BE PROVIDED AS REQUIRED.

**LEGEND**

- CONCRETE SIDEWALK / DRIVEWAY
- BRICK PAVER SIDEWALK
- EXISTING RETAINING WALL
- PROPOSED RETAINING WALL
- ROAD WIDENING
- RESOURCE PROTECTION AREA (RPA)

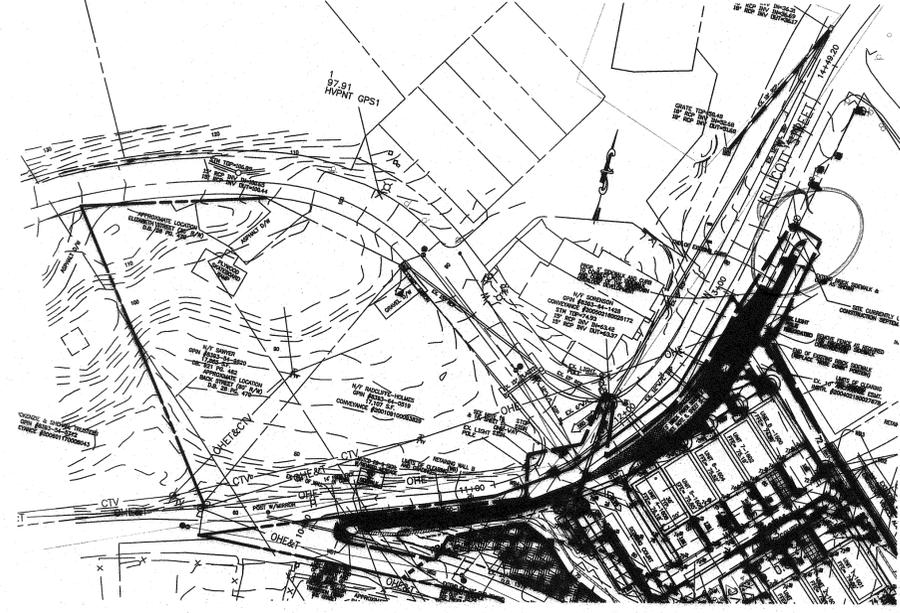


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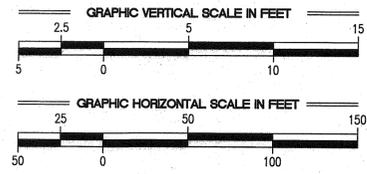
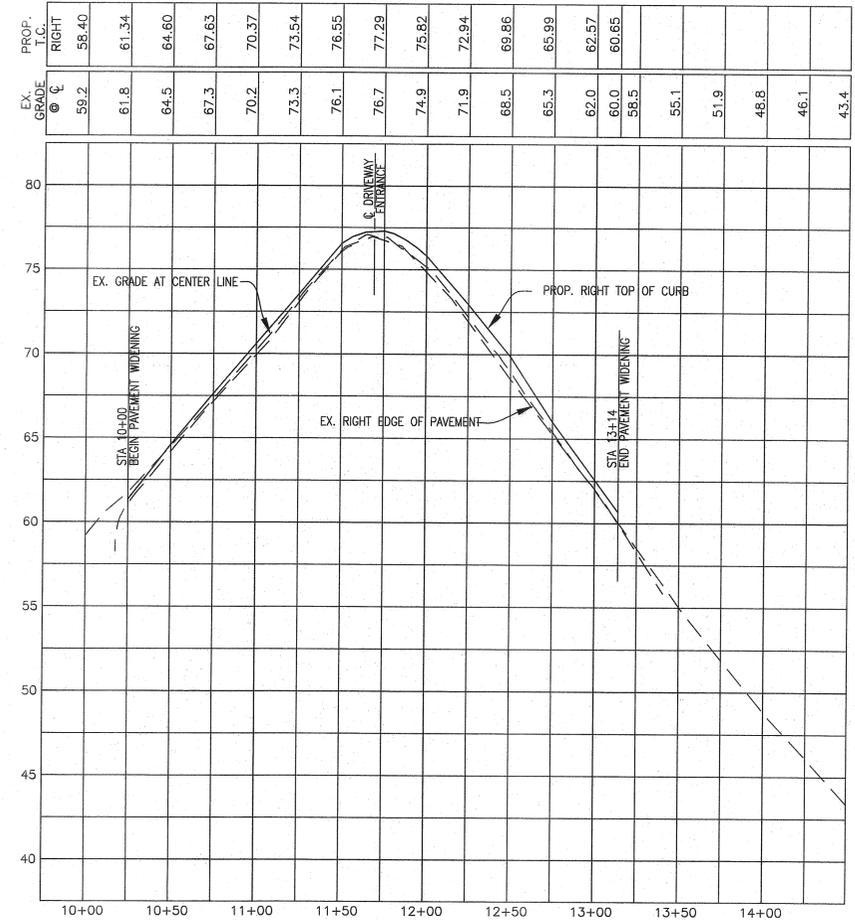
NO.	REVISIONS	DATE
1	ADD CG-12B RAMP	12/8/15
2	EXTEND SIDEWALK NORTH OF ELLICOTT ST	11/10/15
3	REMOVE SIDEWALK CONNECTION FROM ELLICOTT ST TO UNION ST AND CG-12 RC RAMP	5/24/15

**GRADING PLAN**  
**VISTAS AT OCCOQUAN**  
 TOWN OF OCCOQUAN  
 PRINCE WILLIAM COUNTY, VIRGINIA

DATE: 2013/05/24  
 SCALE: 1"=20'  
 DESIGN: DW DRAWN: JGM  
 CHECK: WCP CHECK: WCP  
 FN: 8393-64-3014-R01-S02  
 B&N PN: PR49816  
 SHEET: 05A OF 23  
 B&N FN: **WC-4905-A**



ELLCOTT STREET - ROAD WIDENING  
SCALE: 1"=50'



ROAD PLAN & PROFILE  
ELLCOTT STREET  
**VISTAS AT OCCOQUAN**  
TOWN OF OCCOQUAN  
PRINCE WILLIAM COUNTY, VIRGINIA



DATE: 2013/05/24  
SCALE: H:1"=50', V:1"=5'  
DESIGN: JGM DRAWN: JGM  
CHECK: WCP CHECK: DW  
FN: 8393-64-3014-R01-502  
B&N PN: PR43315  
SHEET: 05B OF 23  
B&N FN: WC-4905-A

REVISIONS	DATE
EXTEND SIDEWALK NORTH OF ELLCOTT ST AND CS-12B RAMP	12/9/15
EXTEND SIDEWALK CONNECTION FROM ELLCOTT ST TO UNION ST AND CS-12 HC RAMP	11/10/15
	5/24/13

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