



**TOWN OF OCCOQUAN  
PLANNING COMMISSION  
Regular Meeting Minutes  
Town Hall - 314 Mill Street, Occoquan, VA 22125  
Tuesday, March 8, 2016  
7:00 p.m.**

**Present:** Chair, Joe McGuire; Members, Ramsey Baerga, Brett Stevens, Daniel Braswell, David Irwin  
**Staff Present:** Elizabeth Quist, Mayor; Kirstyn Jovanovich, Town Manager; Chris Coon, Town Clerk  
**Others:** Mike Chandler, Comprehensive Plan Update Consultant  
**Absent:** None.

**1. Call to Order**

The Planning Commission meeting was called to order by Planning Commission Chair, Joe McGuire, on Tuesday, March 8, 2016, at 7:02 p.m.

**2. Appointment of Secretary for Meeting**

Dr. Irwin volunteered to take minutes for the March 8, 2016 meeting.

**3. Approval of Minutes**

**Mr. Stevens moved to approve the Planning Commission regular meeting minutes of January 12, 2016. Mr. Braswell seconded the motion. The motion carried by poll vote, unanimously.**

**4. Comprehensive Plan Update**

Mr. Chandler briefly presented his Diagnostic Review of the Occoquan Comprehensive Plan, and he outlined a suggested strategy for moving forward. The target completion date is some time before the end of the current fiscal year, June 30, 2016. A total of 12 meeting dates plus two public hearing and/or community meeting dates were identified:

<b>Work Sessions</b>	<b>Regular Meetings</b>	<b>Public Hearings/Community Meetings</b>
March 22, 2016	April 12, 2016	June 1, 2016
April 14, 2016	May 10, 2016	June 28, 2016
April 21, 2016	June 14, 2016	
April 27, 2016		
May 25, 2016		
May 31, 2016		
June 22, 2016		

All meetings will be held at Town Hall at 6:30 p.m., unless otherwise determined and advertised. Chapters of the Comprehensive Plan will be assigned to individual Planning Commission members during the upcoming meetings.

**5. Adjournment**

The meeting was adjourned at 7:37 p.m.

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Joe McGuire  
Chair, Planning Commission  
*Submitted by David Irwin, Planning Commission Member*