



**TOWN OF OCCOQUAN  
PLANNING COMMISSION  
Regular Meeting Minutes  
Town Hall - 314 Mill Street, Occoquan, VA 22125  
Tuesday, June 14, 2016  
6:30 p.m.**

**Present:** Planning Chair, Joe McGuire, and Members Ramsey Baerga, David Irwin, Ann Kisling, and Heather Ozuna

**Staff Present:** Kirstyn Jovanovich, Town Manager; Mayor Liz Quist; Chris Coon, Town Clerk; Mike Chandler, Planning Consultant

**Absent:** Dan Braswell

**1. Call to Order**

The Planning Commission meeting was called to order by Mr. McGuire on Tuesday, June 14, 2016 at 6:41 p.m.

**2. Appointment of Secretary for Meeting**

Mr. McGuire volunteered to take minutes for the meeting.

**3. Comprehensive Plan Update**

Mr. Chandler presented to the Commission the overall goals and administrative steps involved in updating the Comprehensive Plan.

The Planning Commission discussed preparing a presentation for Council ahead of the Town Council meeting and divided the chapter slides amongst the members. Mr. Ramsey requested that all members be forwarded templates in advance of the slide presentation to council. Chapter assignments: Chapter 4 - Joe McGuire; Chapter 5 - Ramsey Baerga; Chapter 6 - Dan Braswell/Heather Ozuna; Chapter 7 - Shaina Schaffer, Berkley Group/David Irwin; Chapter 8 - Heather Ozuna; Chapter 9 - Ann Kisling.

It was agreed that commission members would forward their Chapter's slide presentation to staff by June 24<sup>th</sup>.

**4. The meeting was adjourned at 7:20 p.m.**

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Joe McGuire  
Chair, Planning Commission  
*Submitted by Joe McGuire, Planning Commission Chair*