



**TOWN OF OCCOQUAN  
PLANNING COMMISSION**

**Regular Meeting Minutes  
Town Hall – 314 Mill Street, Occoquan, VA 22125  
Tuesday, November 10, 2015  
7:00 p.m.**

The Planning Commission meeting was called to order by Planning Commission Chairman Joe McGuire on Tuesday, November 10, 2015 at 7:00p.m. In attendance were members Ramsey Baerga and David Irwin. Planning Commission members not present included Bret Stevens.

**1. Appointment of Secretary for Meeting**

Mr. Baerga volunteered to be the secretary for the meeting. Mr. McGuire moved to approve the appointment of Mr. Baerga to be the secretary for the present meeting only, Mr. Baerga second. The motion carried by poll vote, unanimously.

**2. Approval of Minutes**

Planning Commission member David Irwin moved to approve the Planning Commission regular meeting minutes of August 11, 2015. Mr. Baerga second. The motion carried by poll vote, unanimously.

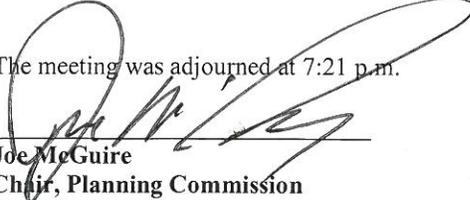
**3. River Mill Park – Phase II Final Site Plan**

Mr. McGuire inquired on specific items included on phase II site plan. It was clarified that the only items included on Phase II of the plan are the construction of the pavilion, the construction of the walkway around the outside perimeter of the park, and landscaping. Planning Commission member David Irwin moved to approve Phase II Final Site Plan, subject to minor outstanding comments from outside agencies (VDOT and FCWA) and the issuance of the VSMP permit number. Mr. McGuire second. The motion carried by poll vote, unanimously.

**4. Comprehensive Plan Update – Status Report**

Kirstyn Jovanovich, Town Manager, provided an update on the Comprehensive Plan Update process and proposed schedule: two public meetings are scheduled for the first week in December to discuss summary results and draft report; final report will be presented during a work session in January to the Planning Commission and Town Council; and the Planning Commission will commence the physical update from January through April with the proposed plan going to Town Council in June 2016 for approval. Mr. McGuire requested that Mr. Martin Crim, Town Attorney, provide an overview to the Planning Commission regarding the law as it regarded the impending comprehensive plan update. Ms. Jovanovich agreed.

The meeting was adjourned at 7:21 p.m.

  
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Joe McGuire  
Chair, Planning Commission

Submitted by Ramsey Baerga, Planning Commission Member