

## Town Council Actions: December 2024

- Adopted a Resolution to Set the Schedule of Regular Town Council Meetings.
- Approved an Encroachment License for 450 Mill Street.

*The above items are extracts of recent actions and are not official meeting minutes. Minutes and agendas are posted at [occoquanva.gov](https://occoquanva.gov).*

## Business License Renewal Applications and Payments Both Due By March 1, 2025

Town of Occoquan Business, Professional, and Occupational License (BPOL) renewals for 2025 and the payments are both due by March 1st. Renewal notices will be emailed and mailed in January to businesses holding a license with the Town. Please be sure to submit applications and payments on time. A penalty of 10% of the tax may be imposed upon failure to file an application or payment of the tax by the due date.

The business license fee is based on gross receipts for the calendar year 2024. Visit [occoquanva.gov/doing-business-in-occoquan](https://occoquanva.gov/doing-business-in-occoquan) for more information.

## OCCOQUAN NEWSLETTER

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**TOWN OF OCCOQUAN**  
314 Mill Street  
P.O. Box 195  
Occoquan, VA 22125

**CARRIER ROUTE**  
**OCCOQUAN, VA 22125**


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# OCCOQUAN NEWSLETTER

VOLUME XXXII, ISSUE I      703-491-1918      January 2025

### TOWN COUNCIL

Earnest W. Porta, Jr., Mayor  
Jenn Loges, Vice Mayor  
Nancy Freeborne Brinton  
Theo Daubresse  
Cindy Fithian  
Eliot Perkins



### TOWN HALL STAFF

Adam Linn, Town Manager & Chief of Police  
Matt Whitmoyer, Deputy Town Manager  
Philip Auville, Town Clerk  
Asma Rupani, Town Treasurer  
Manuel Casillas, Assistant Town Treasurer  
Julie Little, Events Director  
Tammy Hassett, Events Coordinator  
Jason Forman, Deputy Chief of Police

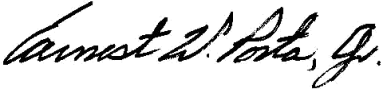
## Mayor's Letter

Happy New Year, everyone! I hope all of you were able to find time to enjoy some of the wonderful holiday events in town last month. We're proud of our ability to exude small-town charm and hope you found something that appealed to you. With the start of a new year I would like to take a moment to thank all of you for your support of the town over the past year. Whether you are a resident, a business owner, an employee of an Occoquan business, or a visitor, you have contributed to our community and I am grateful. I would also like to thank our town staff and volunteers. Your service has been exemplary and you have made working with all of you truly enjoyable.

January is the one month of the year where we do not typically have a scheduled event, but that changes this year with our Firelight Night by the Mill House Museum on Friday, January 17. This free, low-key event is a great way to spend a dark winter evening relaxing. In addition to fire pits, we have beer, wine and cocktails, hot drinks, s'mores kits, and snacks available for purchase. Please consider joining us. More information is available elsewhere in this newsletter and on the town web site. In fact, if you are looking to plan for town events in the year ahead I encourage you to check out the town web site periodically in the coming weeks to see a listing of town events in 2025 along with useful links to our partners at the 501(c)(3) nonprofit Visit Occoquan.

Though we have been fortunate of late with regard to inclement weather, it's always prudent to be prepared for weather events as we enter the months where we are more likely to encounter snow or ice. As you may know, snow removal responsibilities in town involve VDOT, the town, HOAs, and private property owners. So please review the information on emergency snow routes and snow removal responsibilities elsewhere in this newsletter, and as always, in the event of snow or ice, please be alert for others who may be in need.

Thank you once more for your support. I look forward to serving you in 2025. Please feel free to contact me at [eporta@occoquanva.gov](mailto:eporta@occoquanva.gov) with any comments, questions, or concerns.



## Emergency Snow Removal Routes

We’ve dodged the snow so far, but winter is just beginning! As a reminder, the Town has established snow emergency routes. When snow is expected, on-street parking will not be permitted on the following roads to allow for snow removal: Mill, Commerce, Ellicott, Union, and Washington Streets.

During inclement weather, if you normally park on-street, please consider parking under the Route 123 bridge. Timed parking restrictions will not be enforced under the bridge during snow emergencies. For more information, visit [occoquanva.gov](http://occoquanva.gov).

## Please Clear Your Sidewalks

Help keep your community safe during the winter season and clear sidewalks of snow and ice. Residents and businesses are responsible for clearing snow and ice from sidewalks adjacent to their property. Please do not use salt on brick sidewalks. For more information, visit [occoquanva.gov/snow-removal](http://occoquanva.gov/snow-removal).

## Holiday Greenery Recycling

Give your greenery a new life after the holidays! Christmas trees, wreaths, and other cut greenery can be transformed into compost, mulch, or wild-life habitat. Ornaments, decorations, tinsel, nails, and tree stands must be removed before greenery items are taken to the following locations to be composted or repurposed:

**Prince William County Landfill**  
**14811 Dumfries Road in Manassas**  
Monday - Friday, 6am - 6pm  
Saturday and Sunday, 8am - 5pm

**The Compost Facility**  
**13000 Hansen Farm Road in Manassas**  
Monday - Friday, 6am - 6pm  
Saturday - 8am - 5pm



## MEETINGS & EVENTS

**January 1**  
**New Year’s Day**  
Town Hall Closed

**January 20**  
**Martin Luther King, Jr. Day**  
Town Hall Closed

**January 20**  
**Meals and Transient Occupancy Taxes Due**

**January 21**  
**Board of Zoning Appeals**  
6:30 pm

**January 21**  
**Town Council Meeting**  
7:00 pm

**January 28**  
**Planning Commission**  
6:30 pm  
**Architectural Review Board**  
7:30 pm

**March 1**  
**BPOL Renewal Applications and Payment Due**

*Meetings held at Town Hall, 314 Mill Street, unless otherwise noted.*

## Firelight Nights

Bundle up, grab some friends, and hang under the stars in historic Occoquan! Join us at the Mill Street cul-de-sac in front of the Mill House Museum (413 Mill Street) between 6 - 9 pm. In addition to fire pits, we will have beer, wine and cocktails, hot drinks, s’mores kits, and snacks available for purchase.



**Friday, January 17, 2025**  
**Friday, February 14, 2025**

Admission is FREE! Bench seating will be available, but we encourage you to bring camp chairs if you prefer more comfortable seating.

## Vehicle Licensing Fee Decal Enforcement

Occoquan residents are required to pay the Town’s Vehicle Licensing Fee annually and display the issued decal on their vehicles by November 15. The licensing fee applies to any vehicle principally stored, parked, or garaged within the Town’s limits (\$ 71.02). Vehicles not displaying a valid annual Town Vehicle Licensing Decal by November 15, are subject to ticketing.

Vehicle Licensing Fee enforcement activities will be occurring throughout town. Please ensure you have paid your fee and displayed your decal in a conspicuous place on your front windshield. Those who have not will be subject to ticketing. Please note that the Town decals are proof of payment for your required licensing fee; they are not town parking permits.

For more information visit: [occoquanva.gov/living-here/taxinformation](http://occoquanva.gov/living-here/taxinformation).

## Have You Signed Up for AlertOccoquan?

In an effort to easily distribute important Town information to residents, businesses, and visitors, the Town of Occoquan has partnered with the Prince William County Office of Emergency Management to create a new citizen notification system called AlertOccoquan.

To sign up to receive notifications on Town events and emergencies, and for more information visit: [occoquanva.gov/government/public-safety/alertoccoquan](http://occoquanva.gov/government/public-safety/alertoccoquan)