



**TOWN OF OCCOQUAN
PLANNING COMMISSION**
Town Hall - 314 Mill Street, Occoquan, VA 22125

MEETING DATE: 2024-09-24

MEETING TIME: 6:30 PM

Present: Chairperson Eliot Perkins, Commissioners Darryl Hawkins, Ann Kisling, Robert Love, Ralph Newell, Don Wood

Town Staff: Philip Auville, Town Clerk; Adam Linn, Town Manager

1. Call to Order

The meeting was called to order at 6:30 pm

2. Citizen Comments

None

3. Approval of Minutes

a. July 23, 2024 Meeting Minutes

Commissioner Love motioned to approve the July 23, 2024 meeting minutes as presented. Commissioner Kisling seconded. The motion passed unanimously by voice vote.

4. Reports

a. Town Council Report

Chair Perkins reported that:

- Town Council accepted the Planning Commission's recommendations on accessory dwellings.
- Washington Street's speed limit will be changed from 25 mph to 20mph.
- Kayak launch extension was installed to accommodate vessels with fins.
- Occoquan has been awarded a National Weather Service stormwater certification.

b. Deputy Town Manager Report

Town Manager Linn reported that over 60 vehicles have used the two new EV chargers for an average of four hours per vehicle

b. Architectural Review Board Report

Commissioner Hawkins reported that the Architectural Review Board will be discussing a site plan for a greenhouse / flower shop.

5. Discussion Items

a. Planning Commission Strategic Plan

Chair Perkins reported that the Town Council discussed the strategic plan and asked for clarity of purpose, enhanced due diligence, consistency among recommendations, and timing. The Commission discussed how to address those requests, as well as setting priorities amongst all the recommendations, how to enlist volunteers, and how the recommendations tie-back to the Town's Strategic Priorities. Chair Perkins asked that each commissioner send his/her top ten recommendations in the Strategic Plan to him by October 8, 2024. The goal is to address these issues by December 2024.

6. Adjournment

The meeting was adjourned at 7:30 pm

*Minutes Prepared by Don Wood, Planning Commission Secretary
With revisions from Matt Whitmoyer, Planning Commission Liaison*