



TOWN OF OCCOQUAN PLANNING COMMISSION

Town Hall – 314 Mill Street, Occoquan, VA 22125

MEETING DATE: 2026-05-26

MEETING TIME: 6:00 PM

Present: Chairperson Eliot Perkins, Vice Chair Samantha Sparks, Commissioners Darryl Hawkins, Kerry Jetton, Margaret Pepin, and Don Wood

Town Staff: Adam Linn, Town Manager; Megan Lubash, Assistant Town Manager/Town Clerk

1. Call to Order

- a. The meeting was called to order at 6:04 pm.

2. Approval of Minutes

- a. Vice Chair Sparks moved to approve the April 28, 2026 meeting minutes as amended (corrected date and spelling). Commissioner Pepin seconded the motion. The motion passed unanimously by voice vote.

3. Citizen's Time

- a. No comments

4. 2026-2036 Comprehensive Plan.

A) Town Manager Linn presented changes that were made to the draft Comprehensive plan based on discussions at the last Planning Commission meeting and comments from Legacy Engineering. Commissioners discussed various items including:

- I. Clarification of participation in Main Street USA
- II. Resilience (flood response / storm water control, alarms)
- III. Agricultural districts
- IV. Affordable housing
- V. Transportation planning, including costs for improvements, maintenance and parking
- VI. Streetlights
- VII. Sidewalks
- VIII. Additional photos and maps

B) Chair Perkins outlined next steps

- I. The next version of the draft plan will be sent to the Planning Commission about a week before the June 23, 2026 meeting.
- II. Following the June meeting, the draft plan will be sent to the Virginia Department of Environmental Quality and Virginia Department of Transportation for their comments.
- III. The Planning Commission will address DEQ and DOT comments at the July Planning Commission meeting.
- IV. The Planning Commission will then vote on the Plan and forward it to the Town Council.

5. Adjournment:

The meeting adjourned at 7:06pm.

Minutes Prepared by Don Wood, Planning Commission Secretary
Minutes Formatted by Megan Lubash, Town Clerk