



TOWN OF OCCOQUAN PLANNING COMMISSION

Town Hall – 314 Mill Street, Occoquan, VA 22125

MEETING DATE: 2026-07-28

MEETING TIME: 6:00 PM

Present: Chairperson Eliot Perkins, Vice Chair Samantha Sparks, Commissioners Ralph Newell, 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 6:03 pm.

2. Approval of Minutes

- a. Vice Chair Sparks moved to approve the May 26, 2026 meeting minutes. Commissioner Pepin seconded the motion. The motion passed unanimously by voice vote.

3. Citizen's Time

- a. No comments

4. Discussion Items

a. 2026-2036 Comprehensive Plan.

Town Manager Linn presented suggested edits, deletions and additions to the draft Plan that were suggested by the Town Council, along with Staff recommendations. Commissioners discussed each of these comments and recommendations and made several changes to the draft Plan.

5. Action Items

- a. Vice Chair Sparks moved that the draft 2026-2036 Town of Occoquan Comprehensive Plan be transmitted to the Town Council, Virginia Department of Transportation, Virginia Department of Environmental Quality, and Prince William County Planning Office for technical review and comment." Commissioner Newel second the motion. A roll call vote was taken.

Commissioner Pepin - aye

Vice Chair Sparks - aye
Commissioner Newell - aye
Chair Perkins - aye
Commissioner Wood - aye

5. Adjournment:

The meeting adjourned at 7:26pm.

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