



TOWN OF OCCOQUAN PLANNING COMMISSION

Town Hall – 314 Mill Street, Occoquan, VA 22125

MEETING DATE: 2026-09-22

MEETING TIME: 6:00 PM

Present: Chairperson Eliot Perkins, Commissioners Rich Grant, Darryl Hawkins, Ralph Newell, Margaret Pepin, and Don Wood

Absent: Vice Chair Samantha Sparks

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. Commissioner Newell moved to approve the July 28th, 2026 meeting minutes. Commissioner Grant seconded the motion. The motion passed unanimously by voice vote.

3. Citizen's Time

- a. Lance Houghton presented a plan to increase parking at 204 Ellicott Street.

4. Discussion Items

Mr. Linn presented, and the Commission discussed, the following topics:

a. Zoning Text Amendments

Following final approval of the 2026-2036 Comprehensive Plan, Town Code, particularly with regard to zoning, will need to be revised in order to be commensurate with the Plan.

b. Comments by the Virginia Department of Environmental Quality on the Draft Comprehensive Plan

No Changes were made to the draft plan.

5. Action Items

a. Resignation of Planning Commission Chair Eliot Perkins

Chair Perkins discussed the need for a Chair that is independent from the Town Council. Commissioner Newell moved to accept the letter of resignation from Chair

Perkins from August 21, 2026, as presented. The motion was seconded by seconded by Commissioner Grant. A roll call vote was taken.

Commissioner Pepin - aye
Commissioner Newell - aye
Commissioner Grant - aye
Commissioner Wood - aye
Commissioner Hawkins - aye
Chair Perkins - aye

5. Adjournment:

The meeting adjourned at 7:00pm.

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