TOWN OF OCCOQUAN
PLANNING COMMISSION
Work Session Meeting Minutes
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, March 22, 2016
6:30 p.m.

Present: Chair Joe McGuire, Members David Irwin, Ramsey Baerga, and Dan Braswell
Staff Present: Kirstyn Jovanovich, Town Manager;
Others Present: Mayor Elizabeth A.C. Quist; Mike Chandler, Comprehensive Plan Consultant
Absent: Brett Stevens

1. Call to Order
The Planning Commission meeting was called to order by Planning Commission Chair Joe McGuire on Tuesday, March 22, 2016, at 6:30 p.m.

2. Appointment of Secretary for Meeting
Mr. Braswell agreed to prepare the minutes for the March 22, 2016 meeting.

3. Comprehensive Plan Update Work Session
Chairman McGuire opened discussion on division of labor for the next stage of the Comprehensive Plan revision effort. Mr. McGuire decided focus for subject meeting would be on Chapters 4 and 5 of the proposed revision of the Comprehensive Plan. Mr. Chandler asked for confirmation from the Commission that the proposed nine chapter construct for the revised plan was acceptable to the Commission. The Commission unanimously agreed the proposed construct was acceptable.

Mr. Chandler requested feedback on the proposed top-level vision and individual chapter goals and the Commission discussed and edited each item in turn. Discussion resulted in a variety of changes that once incorporated gained the agreement of the entire Commission.

Mr. McGuire led a discussion on the division of labor for the detailed review and edit of chapters 4 through 8 of the plan. Results of the discussion were the following assignments of chapters made to the noted Commission members for them to review and provide proposed edit, with drafts due to the Town Clerk by April 8, 2016:

- Chapter 4 – Joe McGuire
- Chapter 5 – Ramsey Baerga
- Chapter 6 – Dan Braswell
- Chapter 7 – David Irwin
- Chapter 8 – Bret Stevens

5. Adjournment
The meeting was adjourned at 7:44 p.m.

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Joe McGuire
Chair, Planning Commission
Submitted by Dan Braswell, Planning Commission Member