

**TOWN OF CLIFTON  
ARCHITECTURAL REVIEW BOARD  
REGULAR MEETING  
THURSDAY, AUGUST 26, 2021 at 7:30 PM  
12641 CHAPEL ROAD**

**ARB Members present: Jeff Stein, Regan McDonald, Phoebe Peterson, Geri Yantis, Phyllis Lovett, Dwayne Nitz**

**Absent: Chair Royce Jarrendt.**

Acting Chair Stein called the meeting to order at 7:30 PM.

**1. Clifton Café**

7144 Main St.

Gates on existing dumpster enclosure

See attached application.

- **Member Peterson moved to approve the application as presented, with the requirement that the materials must match the existing fence, seconded by Member Yantis. The motion was approved by poll, 6-0.**

**2. Virginia Mercantile LLC** Additional signage

12644 Chapel Rd

See attached application.

- **Member Yantis moved to approve the application as presented, provided that the fee has been paid, seconded by Member McDonald. The motion was approved by poll, 6-0.**

Clerk's note: payment of the required fee has been verified.

**3. Trattoria Villagio** Additional signage

7145 Main St.

See attached application.

The Members carefully reviewed the proposed signs as presented in the application with respect to the regulations in the Town's Zoning Ordinance and noted that some features are not approvable under any circumstance, such as: no sandwich board may be placed in VDOT or otherwise public right-of-way; no sign may be posted to any utility pole; fencing that blocks lawful street-parking.

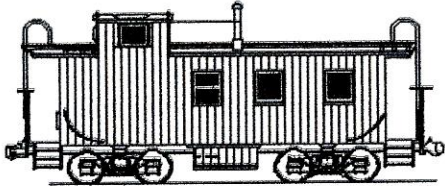
The application was tabled, pending a comprehensive application that takes into account the signage of the other business, to be submitted in September.

The applicant was reminded that all unapproved signage was required to be removed by July 15<sup>th</sup> and indicated that it would be done immediately.

**4. Approval of Previous Minutes**

- **Member Yantis moved to approve the June 24, 2021 Regular Meeting Minutes as presented, seconded by Member Lovett. The motion was approved by poll, 6-0.**

The Meeting was adjourned by general acclamation.



CLIFTON ARCHITECTURAL REVIEW BOARD  
TOWN OF CLIFTON, VIRGINIA  
APPLICATION FOR CERTIFICATE OF  
APPROPRIATENESS

DATE OF APPLICATION: 7/20/2021  
 NAME OF APPLICANT OR AGENT: Clifton Cafe  
 ADDRESS: 7144 main st. Clifton VA 20124  
 TELEPHONE: 703-980-3499 Email Michelle.Trainor@gmail.com  
 LOCATION OF PROPERTY INCLUDING STREET ADDRESS AND TAX MAP  
 NUMBER: 7144 Main St. Clifton VA  
 GENERAL DESCRIPTION OF PROPOSAL:  
Add a gate to dumpster to match dumpster fencing.

ATTACHMENTS:

- APPLICATION FEE\*
- Two (2) HARD COPIES AND ONE ELECTRONIC COPY OF APPLICATION WITH PLATS, ARCHITECTURAL DRAWINGS, FLOOR PLANS, ETC.

I UNDERSTAND THAT ALL SUBMISSION REQUIREMENTS MUST BE MET BEFORE THE ARB WILL REVIEW AN APPLICATION

[Signature] 7/20/21  
 SIGNATURE OF APPLICANT OR AGENT DATE

Is the applicant or owner a member of a homeowners' association (HOA)?  Yes  No If yes, please obtain the approval of the HOA prior to submission of the application.

HOA REPRESENTATIVE (NAME/SIGNATURE) DATE OF HOA APPROVAL  
 CERTIFICATE ISSUED: YES NO

(When marked "YES" and signed, this document becomes the "certificate of Appropriateness")

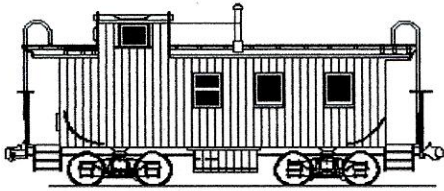
BY: \_\_\_\_\_ DATE \_\_\_\_\_  
 CHAIRMAN, ARB

ARB MEMBERS' INITIALS: \_\_\_\_\_

CONDITIONS: \_\_\_\_\_

IF CERTIFICATE IS NOT TO BE ISSUED, THE ARB SHALL STATE THE BOARD'S REASON: \_\_\_\_\_

\*Application fee:  
 Sign/Fence: \$10.00; if after installation: \$50.00  
 Addition/remodeling project up to 200 SF: \$100.00  
 Addition/remodeling project exceeding 200 SF \$250.00  
 New home construction: \$250.00  
 The applicant shall also pay any actual costs of any review fees incurred by the ARB, including any consultant's fees and other costs set forth in Virginia State Code Section 15.2-2286.



CLIFTON ARCHITECTURAL REVIEW BOARD  
 TOWN OF CLIFTON, VIRGINIA  
 APPLICATION FOR CERTIFICATE OF  
 APPROPRIATENESS

DATE OF APPLICATION: 7/8/2021  
 NAME OF APPLICANT OR AGENT: Virginia Mercantile LLC  
 ADDRESS: 12644 Suite F Chapel Road, Clifton  
 TELEPHONE: 541-549-8880 Email vamercantile@gmail.com  
 LOCATION OF PROPERTY INCLUDING STREET ADDRESS AND TAX MAP  
 NUMBER: 12644 Suite F Chapel Rd.

GENERAL DESCRIPTION OF PROPOSAL:  
Chalkboard sandwich board (not placed on sidewalk, taken  
 in at night), front signage (see attached).

ATTACHMENTS:

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I UNDERSTAND THAT ALL SUBMISSION REQUIREMENTS MUST BE MET BEFORE THE ARB WILL REVIEW AN APPLICATION

Robin Moser, Owner 7/8/2021  
 SIGNATURE OF APPLICANT OR AGENT DATE

Is the applicant or owner a member of a homeowners' association (HOA)?  Yes  No If yes, please obtain the approval of the HOA prior to submission of the application.

HOA REPRESENTATIVE (NAME/SIGNATURE) DATE OF HOA APPROVAL  
 CERTIFICATE ISSUED: YES NO

(When marked "YES" and signed, this document becomes the "certificate of Appropriateness")

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
 CHAIRMAN, ARB

ARB MEMBERS' INITIALS: \_\_\_\_\_

CONDITIONS: \_\_\_\_\_

IF CERTIFICATE IS NOT TO BE ISSUED, THE ARB SHALL STATE THE BOARD'S REASON: \_\_\_\_\_

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- Addition/remodeling project up to 200 SF: \$100.00
- Addition/remodeling project exceeding 200 SF \$250.00
- New home construction: \$250.00

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spring sale

DETAILS:

- 30" square or slightly tramed sign
- Main signage 0.5" thick birch plywood
- Framed with 0.5" x 1.5" poplar wood
- White exterior painted background
- Gold Chalice & Domino painted design (exterior paint if possible)
- Black wood stained frame
- Weather Protective Sealant (3 coats)
- Hardware and installation to be discussed after design selection and clearance with town/building owner
- Removable writeable chalkboard hanging sign attached with metal eye hooks measuring 30" L x 5.5" W x 0.5" D included



(BEN.M)  
GOLDEN CHALICE  
#AE9253



VIR. MERC.  
BRANDING GOLD  
#AB914B



(SHER. WILL)  
DOMINO  
#4C4A4D



VIR. MERC.  
BRANDING GREY  
#353539

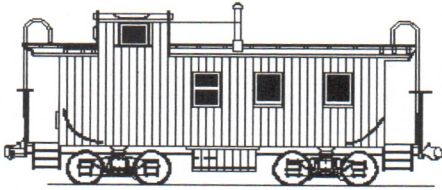


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CLIFTON ARCHITECTURAL REVIEW BOARD  
TOWN OF CLIFTON, VIRGINIA  
APPLICATION FOR CERTIFICATE OF  
APPROPRIATENESS

DATE OF APPLICATION: 8/10/2021  
 NAME OF APPLICANT OR AGENT: Trattoria Villagio  
 ADDRESS: 7145 Main Street  
 TELEPHONE: 703-543-2030 Email accounting@villagrogroup.com  
 LOCATION OF PROPERTY INCLUDING STREET ADDRESS AND TAX MAP  
 NUMBER: 7145 Main Street 0754 02 0030

GENERAL DESCRIPTION OF PROPOSAL:  
- 2 A Frame Signs (Little Villagio and Curbside Pickup)  
- 1 Private Event Sign  
+ Carry Out Signs  
- Fence for To-go orders

ATTACHMENTS:

- APPLICATION FEE\* \*unable to get copy of plat\*
- Two (2) HARD COPIES AND ONE ELECTRONIC COPY OF APPLICATION WITH PLATS, ARCHITECTURAL DRAWINGS, FLOOR PLANS, ETC.

I UNDERSTAND THAT ALL SUBMISSION REQUIREMENTS MUST BE MET BEFORE THE ARB WILL REVIEW AN APPLICATION

[Signature] 8/10/2021  
 SIGNATURE OF APPLICANT OR AGENT DATE

Is the applicant or owner a member of a homeowners' association (HOA)?  Yes  No If yes, please obtain the approval of the HOA prior to submission of the application.

HOA REPRESENTATIVE (NAME/SIGNATURE) DATE OF HOA APPROVAL  
 CERTIFICATE ISSUED: YES NO

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 BY: \_\_\_\_\_ DATE \_\_\_\_\_

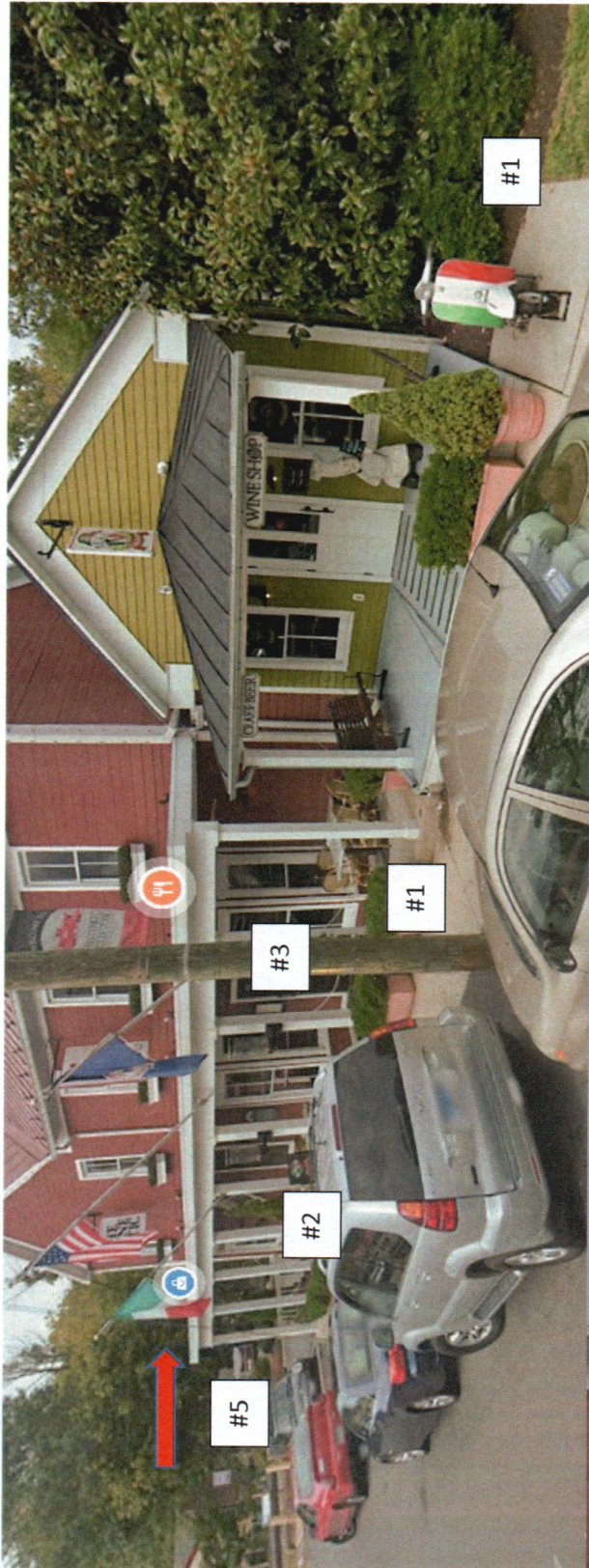
CHAIRMAN, ARB  
 ARB MEMBERS' INITIALS: \_\_\_\_\_  
 CONDITIONS: \_\_\_\_\_

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1.

















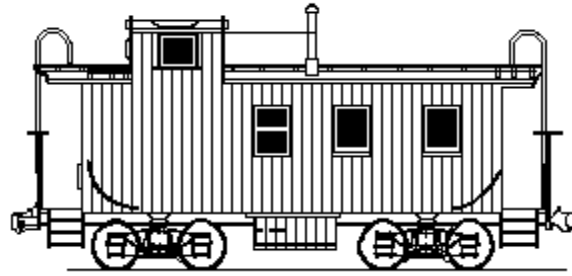
4.





5.

To-Go Parking Signs



**TOWN OF CLIFTON  
ARCHITECTURAL REVIEW BOARD  
REGULAR MEETING  
THURSDAY, August 26, 2021  
7:30 Clifton Community Hall**

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7144 Main St. Gates on existing dumpster enclosure
- 2. Virginia Mercantile LLC**  
12644 Chapel Rd Additional signage
- 3. Trattoria Villagio**  
7145 Main St. Additional signage