

**CLIFTON TOWN PLANNING COMMISSION
MONDAY, OCTOBER 5, 2020, 7:30 PM
(RESCHEDULED FROM OCTOBER 29, 2020)
ELECTRONIC MEETING, VIA ZOOM**

Until further notice from the Mayor of Clifton, and in accordance with the Resolution of the Planning Commission regarding Remote Participation by Electronic Means Policy and the Town Council Continuity of Government Methods, to the Planning Commission and Authorizing Remote Participation by Electronic Means Without a Physical Quorum Being Present Pursuant to Virginia Law, the Town of Clifton Planning Commission is holding all Meetings noticed herein electronically for the purpose of continuity of government of the Town of Clifton.

The meetings will be conducted using Zoom teleconferencing audio and video service, and connection information will be provided to members of the public to afford the opportunity to citizens to witness the operation of the Town of Clifton government. Connection information is available from, and will be provided by, the Town Clerk upon receiving an emailed request directed to clerk@cliftonva.gov.

Present: Kathy Kalinowski, Chair; Terry Winkowski, Susan Yantis; Michelle Stein (from 7:40 PM, onward).

Staff: Amanda Christman, Town Clerk.

Absent: Mac Arnold; Jennifer Heilmann;

The Regular Meeting was called to order by Chair Kalinowski at 7:30 PM.

Order of Business:

1. Approve July 28, 2020 and August 25, 2020 Regular Meeting Minutes as revised.
 - **Chair Kalinowski moved to approve the July 28, 2020 Regular Minutes as revised, seconded by Member Yantis. The motion was approved by poll, 3-0-1 (Member Stein abstained).**
 - **Chair Kalinowski moved to approve the August 25, 2020 Regular Minutes as revised, seconded by Member Yantis. The motion was approved by poll, 3-0-1 (Member Stein abstained).**
2. Use Permit Applications:
 - a. 12640 School Street: Ext. Structure Repair (Final).
See attached application.

The Planning Commission reviewed a request for an extension of the Preliminary Use Permit issued for construction of a rear corner of the house with respect to two walls and a roof and stairs of approximately 85 square feet on August 7, 2018 to Darrell Poe at 12640

School Street in Clifton. Construction is fairly complete except for siding, window and door installation. Applicant is experiencing contractor problems and has requested that the Preliminary Use Permit be extended until August 31, 2021.

- **Chair Kalinowski moved to recommend to the Town Council that the Preliminary Use Permit be extended to August 31, 2021 on the same terms and conditions, seconded by Member Stein. The motion was approved by poll, 4-0.**

b. 12725 Clifton Heights Lane: In-ground Swimming Pool, Deck, Retaining wall & Patio (Final).

See attached application.

The Planning Commission reviewed a request for an extension of a Preliminary Use Permit dated April 3, 2018 from Reed Hall of 12725 Clifton Heights Lane. The Preliminary Use Permit authorized construction pursuant to an approved plan of development of a pool, retaining walls, deck, fence and patio which together comprises in excess of 10,000 square feet of land disturbance. The applicant states everything is completed except for the pool railing and the heater for the pool and gas line hook up to the heater, and until this is completed the pool permit from Fairfax County cannot be obtained. Applicant expects to get the pool finalized by early spring. Applicant has explained that he has had numerous delays due to gas hook up and various pool issues and requests and extension until May 31, 2021 for the Preliminary Use Permit upon the same terms and conditions.

- **Chair Kalinowski moved to recommend to the Town Council that the Preliminary Use Permit be extended until May 31, 2021 on the same terms and conditions, seconded by Member Stein. The motion was approved by poll, 4-0.**

c. 12644 Chapel Road: Anthony Reid & Associates, LLC.

See attached application.

The Planning Commission had at its August 2020 meeting reviewed the Use Permit application of Anthony Reid for an accounting firm located at 12644 Chapel Road, Suite 113 and 210. Both Suites together have 384 net square feet of space, there are five employees total, and the hours of operation are 9AM to 10 PM seven days a week. Mr. Reid currently has a use permit for a commercial use at these premises for Suite 113 for his business with the allocation of one parking space. However, Mr. Reid's expansion into Suite 210 would require the allocation of an additional parking space for a total of two parking spaces based on the additional square footage for the this commercial office use (1 parking space for every 220 net square feet of space). At that time, since the parking tabulation for this property had shown a total of 63 on-site parking space, and 65 spaces as allocated, the Planning Commission did not recommend this application for approval of Mr. Reid's office expansion until additional parking spaces become available on site, and the Town Council at its September meeting agreed. Since that time, Wheelhouse Yoga has departed the premises thus freeing up additional parking spaces to be allocated.

- **Chair Kalinowski move to recommend to the Town Council that the Use Permit for Anthony Reid & Associates, LLC be approved upon the terms set forth therein with the allocation of two parking spaces, seconded by Member Winkowski. The motion was approved by poll, 4-0.**

The Planning Commission further discussed sending a letter to the property owner of 12644 Chapel Road indicating that no further Use Permit applications will be considered for the building until such time that an updated parking tabulation sheet has been submitted for review and approval.

3. Unfinished Business:

- a. Final Use Permit Application for 7184 Clifton Road – Update.

A brief update was provided by the Clerk regarding the requirement that a revised grading plan insert sheet be submitted as a new Use Permit application no later than October 15, 2020 for consideration at the Planning Commission's October 27, 2020 meeting. The Members agreed by acclamation to recommend to the Town Council that the owner be promptly notified that before he sells the home, (which closing is apparently scheduled for October 7, 2020), he will need to have his new plans reviewed by the Town and will also be responsible for all costs and engineering fees incurred by Town as a result of this review; and that until this is successfully resolved, the Town will oppose the issuance of a Certificate of Occupancy by Fairfax County for these premises.

b. DEQ Corrective Action Plan – Update.

See attached proposed ordinance revisions.

- **Chair Kalinowski moved to recommend to the Town Council that a Joint Public Hearing be held at the November 4, 2020 Council Regular Meeting on the changes required by the Department of Environmental Quality of the Commonwealth of Virginia (DEQ) with respect to certain provisions in Town Code chapter 11, the Chesapeake Bay Preservation Ordinance, or for the Planning Commission to hold a separate Public Hearing on October 27, 2020 if a Joint Public Hearing is not possible, seconded by Member Stein. The motion was approved by poll, 4-0.**

4. New Business.

a. Civil Penalty addition to code – Introduction.

The Planning Commission will review a draft of a proposed revision to the Town Code enforcement provisions in Chapter 9 and hopes to complete review by its October 2020 meeting.

5. Adjournment.

The meeting was adjourned by general acclamation at 8:08 PM.



Clifton Clerk <clerk@cliftonva.gov>

Planning Commission report for July 28, 2020.

Darrell Poe <dpoe@cliftonva.gov>
To: Clifton Clerk <clerk@cliftonva.gov>
Cc: Planning Commission <planning@cliftonva.gov>

Wed, Aug 19, 2020 at 10:49 PM

My company is hosting their annual user conference Tuesday and Wednesday and I'm booked basically all day all week (8AM-9PM) with client meetings.

I haven't been able to put my hands on the paperwork from my previous application process either - this may have to wait until September's meeting if that's OK.

I know this needs to be addressed and absolutely will work with the PC to get the permits updated. Nothing has changed about the project itself - we're delayed due to budget and now COVID impacts, but the plans themselves have not changed.

I will see about finding some coverage for my Tuesday evening meetings next week, but with a projected audience of over 30,000 attendees for this conference, we're all swamped...

Talk soon,
Darrell

[Quoted text hidden]



Clifton Clerk <clerk@cliftonva.gov>

12725 Clifton Heights Lane/ Davis R Hall

Amanda Jones <amanda.sells.dc@gmail.com>
To: Clerk@cliftonva.gov, khk@baberkal.com, Reed Hall <rhall@townandcountryanimalh.com>

Tue, Sep 15, 2020 at 9:21 AM

Amanda & Kathy,

We are still waiting final approval from the county & are not ready to submit a final use permit. There have been many delays & there are several items that need to be completed.

Reed states that he has already submitted all items in section 12.8, except the application of the final use permit. Is there anything we need to submit at this time, if we are not ready to submit the final use permit?

Reed has had a positive COVID case at one of the clinics that has required him to work 12+ hour shifts for the past 10 days. So, I will try to supply whatever is needed today. He is also happy to speak at the meeting Sept 29, if that helps. Please advise. Thanks in advance!

Amanda Jones

Long & Foster Realtors
(C) 703-929-1296

[The Real Pros of DC Podcast](#)
[More About Amanda Jones](#)





Fairfax County, Virginia

Land Disturbance and Stormwater Permit

Permit Number: 29505

Issued Date: 08/15/2018

Job Address:

Expiration Date: 08/14/2023

Tax Map ID: 0852 12 0008

Tenant Name CLIFTON HEIGHTS LT 8

Owner:

HALL DAVIS REEDER IV
12725 Clifton Heights Ln
Clifton, Va 20124
(703)273-2110

Responsible Party:

CHANNING BLACKWELL
8751 Buckland Mill Rd
Gainsville, Va 20155
(703)754-8702

Permit Valid Time Frame

Permit Time Extended

From: 08/15/2018

To: 08/14/2023

To:

By:

Bond Amount: \$3,000.00 **Site Plan No.:** 7716-INF-003-1

Information Verification

Has permission, according to approved plans, applications and restrictions of record to:

Install All Necessary Improvements Including Utilities Per Approved Plan

1. This permit holder shall comply with all the design, construction, certification, operation, inspection, and maintenance requirements, specified in the approved Plan.
2. This permit holder shall implement, and amend when necessary, the Stormwater Pollution Prevention Plan (SWPPP), and shall maintain copy of SWPPP on-site.

- This permit does not constitute approval to construct any structure requiring a Building Permit pursuant to the Virginia Uniform Statewide Building Code. A separate Building Permit is required.
- A copy of this permit must be posted at the construction site for the duration of the permit.
- This permit does not constitute approval from your homeowners' association and its related covenants.
- This permit holder is responsible to contact the county when stages of construction are reached that require inspections.
- To schedule inspections call our Inspection office at **703-324-1720**, **TTY 711** during business hours.
- For questions regarding this permit call the Site and Addressing Center at **703-222-0801**, **TTY 711**.

MISS UTILITY A827802443



BUILDING PERMIT

RESIDENTIAL SWIMMING POOL/SPA

Permit Number: 181710188

Issued Date: 08/15/2018

Tax Map ID: 085-2 / 12 / 0008

Job Address: 12725 Clifton Heights La
Clifton, VA20124-0000

Plan No.: W-18-3909

Owner/Tenant:
HALL DAVIS REEDER IV
12725 Clifton Heights Ln
Clifton, Va 20124
(703)273-2110

Contractor:
J PROCTER INC
7951 Priya Ct
Manassas, Va 20111-0000
(703) 609-3551

Mechanic's Lien Agent: None Designated

Structure: SINGLE FAMILY DWELLING

Code: IRC 2012

Group: R5

Type of Construction: VB

Has permission, according to approved plans, applications and restrictions of record to:
INSTALL A INGROUND GUNITE POOL

Gunite Pool

FLOODPLAIN PRESENT ON SITE.

Site Related Approval Conditions and Alerts

- **Responsible Land Disturber:** CHANNING BLACKWELL RLD #09394
- Before you start work, you are required to notify the Site Inspector at 703-324-1720. Failure to notify can result in a violation and fee charge per compliance inspection.

BUILDING OFFICIAL *Brian J. Jolley*

- A copy of this permit must be posted at the construction site for the duration of the permit.
- This permit does not constitute approval from your homeowners' association and its related covenants.
- This permit will expire if work does not commence in six months, or if work is suspended for six months.
- This permit holder is responsible to contact the county when stages of construction are reached that require inspections.
- To schedule inspections call our Inspection office at 703-631-5101, TTY 711 during business hours. Inspection may also be scheduled online at www.fairfaxcounty.gov/fido.
- For questions regarding this permit call the Permit Application Center at 703-222-0801, TTY 711.
- Call Miss Utility before you dig at 811.



Fairfax County, Virginia

BUILDING PERMIT

RESIDENTIAL SWIMMING POOL/SPA

Permit Number: 181710168

Issued Date: 08/15/2018

Tax Map ID: 085-2 / 12 / 0008

Job Address: 12725 Clifton Heights Ln
Clifton, VA 20124-0000

Plan No.: W-18-3509

Owner/Tenant:
HALL DAVIS REEDER IV
12725 Clifton Heights Ln
Clifton, Va 20124
(703)273-2110

Contractor:
J PROCTER INC
7951 Priya Ct
Manassas, Va 20111-0000
(703) 609-3551

Mechanic's Lien Agent: None Designated

Code: IRC 2012

Structure: SINGLE FAMILY DWELLING

Type of Construction: VB

Group: R5

Has permission, according to approved plans, applications and restrictions of record to:
INSTALL AN INGROUND GUNITE POOL

Gunite Pool

FLOODPLAIN PRESENT ON SITE.

Site Related Approval Conditions and Alerts

- Responsible Land Disturber: CHANNING BLACKWELL RLD #08394
- Before you start work, you are required to notify the Site Inspector at 703-324-1720. Failure to notify can result in a violation and fee charge per compliance inspection.

BUILDING OFFICIAL *Brian J Foley*

- A copy of this permit must be posted at the construction site for the duration of the permit.
- This permit does not supersede any existing deed or recorded covenants.
- This permit will expire if work does not commence in six months, or if work is suspended for six months.
- This permit holder is responsible to contact the county when stages of construction are reached that require inspections.
- To schedule inspections call our inspection office at 703-631-5101, TTY 711 during business hours. Inspection may also be scheduled online at www.fairfaxcounty.gov/fdo
- For questions regarding this permit call the Permit Application Center at 703-222-0801, TTY 711.
- Call Miss Utility before you dig at 811.



LAND DEVELOPMENT SERVICES

Fairfax County, Virginia

BUILDING PERMIT

RETAINING WALL

Permit Number: 181710185

Issued Date: 12/05/2018

Tax Map ID: 085-2 / 12 / 10009

Job Address: 12725 Clifton Heights Ln
Clifton, VA 20124-0000

Plan No: Q-18-3307

Owner/Tenant:
HALL DAVIS REEDER IV
12725 Clifton Heights Ln
Clifton, Va 20124
(703)273-2110

Contractor:
KUSTOM CONSTRUCTION INC
13147 Stateside Ln
Fairfax, Va 22033-0000
(703) 403-7755

Mechanic's Lien Agent: None Designated

Structure: SINGLE FAMILY DWELLING

Code: IRC 2012

GROUP: U

Type of Construction: VB

Has permission, according to approved plans, applications and restrictions of record to:

RETAINING WALL

FLOODPLAIN PRESENT ON SITE

Site Related Approval Conditions and Alerts

- Responsible Land Disturber: CHANNING BLACKWELL 09394
- Before you start work, you are required to notify the Site Inspector at 703-324-1720. Failure to notify can result in a violation and fee charge per compliance inspection.

BUILDING OFFICIAL *Brian J Jolley*

- A copy of this permit must be posted at the construction site for the duration of the permit.
- This permit does not constitute approval from your homeowners' association and its related covenants.
- This permit will expire if work does not commence in six months, or if work is suspended for six months.
- This permit holder is responsible to contact the county when stages of construction are reached that require inspections.
- To schedule inspections call our inspection office at 703-631-5101, TTY 711 during business hours. Inspection may also be scheduled online at www.fairfaxcounty.gov/fds
- For questions regarding this permit call the Permit Application Center at 703-222-6801, TTY 711.
- Call Miss Utility before you dig at 811



Fairfax County, Virginia

BUILDING PERMIT

DECK

Permit Number: 181790127
Job Address: 12725 Clifton Heights Ln
Clifton, VA 20124-0000

Issue Date: 05/28/2018
Tax Map ID: 085-2 / 12 / 10008
Plan No.: W-18-4044

Owner/Tenant:
HALL DAVIS REEDER IV
12725 Clifton Heights Ln
Clifton, Va 20124

Contractor:
KUSTOM CONSTRUCTION INC
13147 Maltese Ln
Fairfax, Va 22033-0000
(703) 403-7755

Mechanic's Lien Agent:
Structure: SINGLE FAMILY DWELLING
Group: R5

Code: IRC 2012
Type of Construction: VB

Has permission, according to approved plans, applications and restrictions of record to:

RE-SURFACE EXISTING DECK WITH FRAMING ALTERATIONS- JOISTS WILL BE REPLACED ON 624 SQ FT ON MAIN DECK. PER PLANS

Deck Summary Information

Deck Must be Single Span Only
No Stairs Approved
Not Approved for Hot Tub

FLOODPLAIN PRESENT ON SITE.

Site Related Approval Conditions and Alerts

- Responsible Land Disturber:
- Total earth disturbance on this lot shall not exceed 2500 sq. ft. - Earth disturbance in excess of 2500 shall constitute a violation and require the submission of a grading plan.
- Footings and/or piers must be extended (or deepened) to bear on competent undisturbed soils.

BUILDING OFFICIAL

Brian J. Foley

- A copy of this permit must be posted at the construction site for the duration of the permit.
- This permit does not constitute approval from your homeowners' association and its related covenants.
- This permit will expire if work does not commence in six months, or if work is suspended for six months.
- This permit holder is responsible to contact the county when stages of construction are reached that require inspections.
- To schedule inspections call our inspection office at 703-631-5101, TTY 711 during business hours. Inspection may also be scheduled online at www.fairfaxcounty.gov/fds
- For questions regarding this permit call the Permit Application Center at 703-222-0801 TTY 711.
- Call Miss Utility before you dig at 811

Town of Clifton

Commercial Parking Tabulation

Property Name: Clifton House

Address: 12644 Chapel Road

Date: 9/30/2020

Building Total Gross Floor Area: 11766

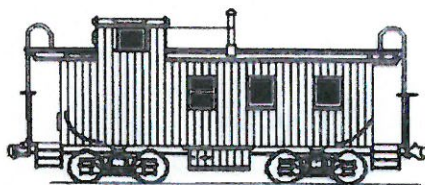
SUITE #	TENANT NAME	NET FLOOR AREA	USE (Restaurant/Office/ Retail/Other Commercial Use)	Max. # EMPLOYEES (Retail/Restaurant only)	NUMBER OF CUSTOMER SEATS (Restaurant only)	PARKING SPACES Approved	DATE OF USE PERMIT (or Council approval)
A & B	Motier	936	Retail/Restaurant	4	14	11	3/3/2020
C & D	Wheelhouse Pilates	856	Retail	2	N/A	5	8/7/2018
E	U.S. Post Office	540	Retail	3	N/A	5	2/5/1992
F	Clifton Cleaners	762	Retail	2	N/A	5	7/7/2015
108, 109, 111, 113	Market Financial	776	Office	N/A	N/A	4	6/2/2020
107, 214	Coppermine Realty	1148	Office	N/A	N/A	5	9/4/2018
112	Anthony Reid	200	Office	N/A	N/A	1	7/5/2016
114	The Hair Garage, LLC	593	Retail	N/A	N/A	4	7/7/2020
115	GoldensHill Papercrafts	1,536	Retail	1	N/A	7	6/3/2014
200, 202	Vacant as of 10/1/2020	885	Retail		N/A		
204, 206, 208	AG Chem/Waterworks	592	Office	N/A	N/A	3	7/5/2016
209, 211	Kohlmark Flach Architects	392	Office	N/A	0	2	10/2/2018
212	America, Inc.	1,075	Office	N/A	0	5	3/1/2016
110	Counseling for Creative	192	Office	N/A	N/A	1	6/2/2020
205, 207	WY Leadership,	425	Office	N/A	N/A	2	5/6/2020
	Total based on Town records/Use Permits					60	

Total Parking Spaces Required:

60

Total Parking Spaces Provided:

63



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 12644 Chapel Rd Suite 113, 210		Date: [Month / Year] July/2020		
1. Type of Permit:	<input type="checkbox"/> Construction <input type="checkbox"/> Preliminary Site Plans Attached	<input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Office <input type="checkbox"/> Retail	<input type="checkbox"/> Residential	<input type="checkbox"/> Home Business (Code 9-19.c1)
	<input type="checkbox"/> Special Use <input type="checkbox"/> Restaurant <input type="checkbox"/> Bed & Breakfast <input type="checkbox"/> Multi-Family	<input type="checkbox"/> Subdivision (Code Chapter 10)	<input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation (Code 10-57 to Code 10-59)	<input type="checkbox"/> Public Use
2. Name of Applicant: Anthony Reid				
Mailing Address: 12644 Chapel Rd Suite 113				
Phone: 703-222-9587				
Email Address: areidllc@me.com				
3. Name of Property Clifton House				
Owner (if different): NCH Partners II, LLC				
Mailing Address: 365 Herndon Parkway, Suite 106 Herndon, VA 20170				
4. Name of Business / Anthony Reid & Associates LLC				
Organization:				
5. Owner of Business / Anthony Reid				
Organization:				
6. Tax Map Number: 0754-02-0023A				
7. Attach a plat or plan drawn to scale showing the proposed construction, certified by an engineer, surveyor, architect, authorized to practice as such by VA, together with a surveyed plat of the property indicating all building and structure setbacks and height.				
				<input checked="" type="checkbox"/> Plat Attached

8. Attach Floor Plan to Scale (non-residential & home business):		<input checked="" type="checkbox"/> Floor Plan Attached		
9. Zoning District of Premises:	<input type="checkbox"/> Residential (Code 9-19)	<input checked="" type="checkbox"/> Commercial (Code 9-21)	<input type="checkbox"/> Agricultural (Code 9-20)	<input type="checkbox"/> Industrial (Code 9-22)
	<input type="checkbox"/> Church, Park, Community Building			
	<input type="checkbox"/> Community Open Space & Recreation (COSR) (Code 9-23A)		<input type="checkbox"/> Low Impact Commercial (Code 9-23B)	
10. Describe Purpose of Application: To indicate office use at this location, square footage, number of employees, hours, and parking spaces				
10. If Commercial, Home Business, Agricultural or Industrial:				
11. Describe Operation: Tax preparation and bookkeeping.				
11.a. If Non-Residential - Office Use: <u>384</u> SF or Retail/Restaurant Use: _____ SF				
11.b. Days & Hours of Operation (include special events): Sunday-saturday 9am-10pm				
11.c. Number of Employees on Site at any One Time: <u>5</u>				
11.d. Number of Seats (Restaurant/Church): Total: _____. If applicable, provide number of seats located Inside: _____ and; Outside: _____				
11.e. Gross Floor Area (GFA) of Building or /Premises: <u>384</u> SF (Code 9-13) Net Gross Floor Area if more than one use in building: _____ SF If applicable, GFA devoted to carry-out service within restaurant: _____ SF				
11.f. Number of Off-street Parking Spaces Required: <u>1</u> (Code 9-13)				
11.g. Number of Off-street Parking Spaces Provided* (attach parking plan to scale with dimensions identifying existing and proposed parking spaces): <u>1</u>				
11.h. Gross Floor Area of Dwelling (Home Business Only): _____ SF				
12. Application Fee Enclosed: (Fee schedule in Filing Instructions) \$ <u>75.00</u>				

*PLEASE INCLUDE A PARKING TABULATION FORM FOR BUILDINGS THAT HAVE MORE THAN ONE USER IN THE BUILDING.

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: _____

The undersigned hereby applies for a Use Permit pursuant to Article 2, Section 9-10 of the Zoning Ordinance of the Code of Town of Clifton, Virginia.

APPLICANT'S SIGNATURE: 

DATE: 7/27/2020

PROPERTY OWNER SIGNATURE: 

DATE: 7/31/2020

FOR TOWN USE ONLY

RECEIPT DATE: _____

DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: \$ _____

APPROVED DISAPPROVED

PLANNING COMMISSION: _____
SIGNATURE

PRINT

CONDITIONS: _____

APPROVED DISAPPROVED

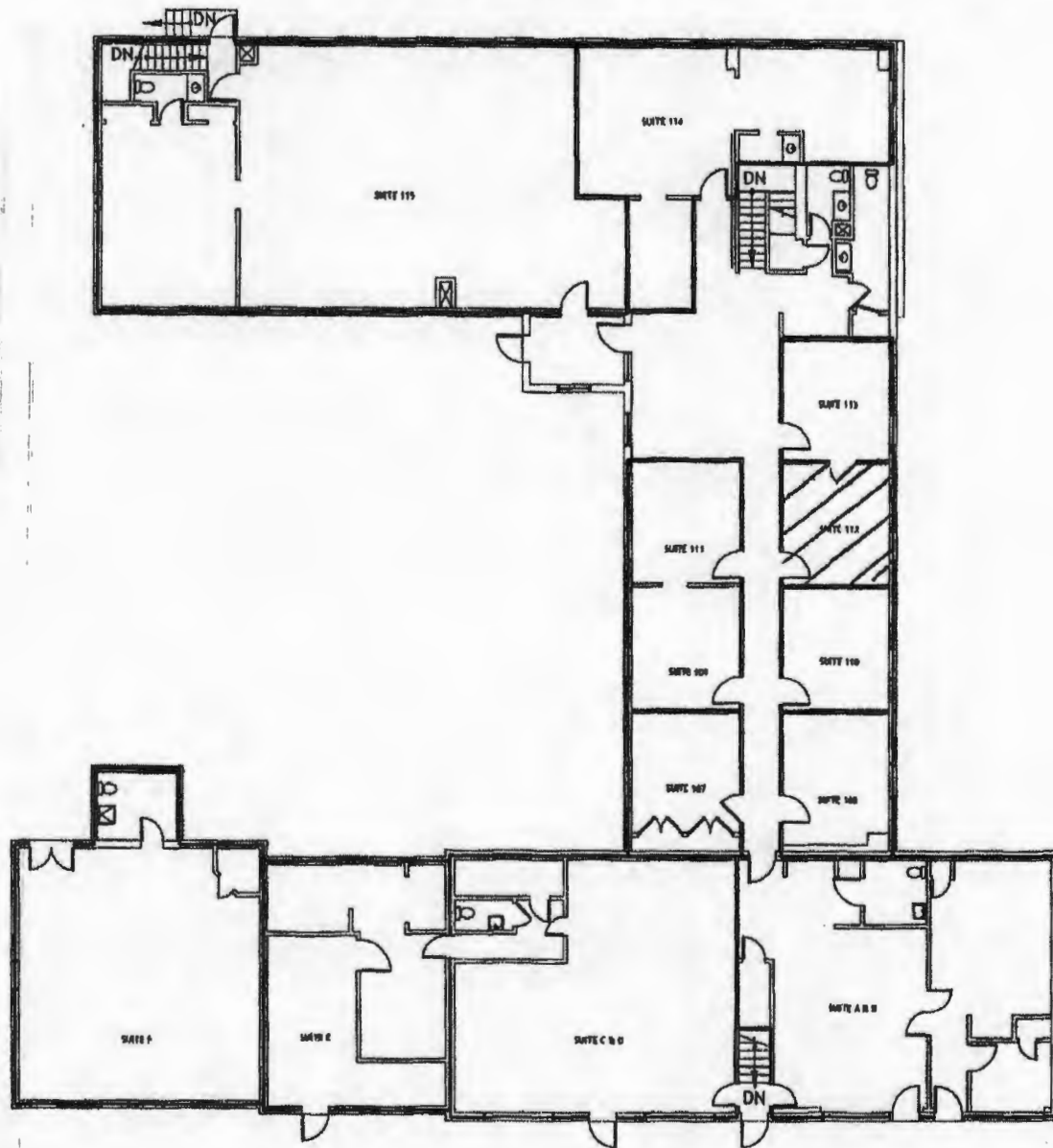
TOWN COUNCIL: _____
SIGNATURE

PRINT

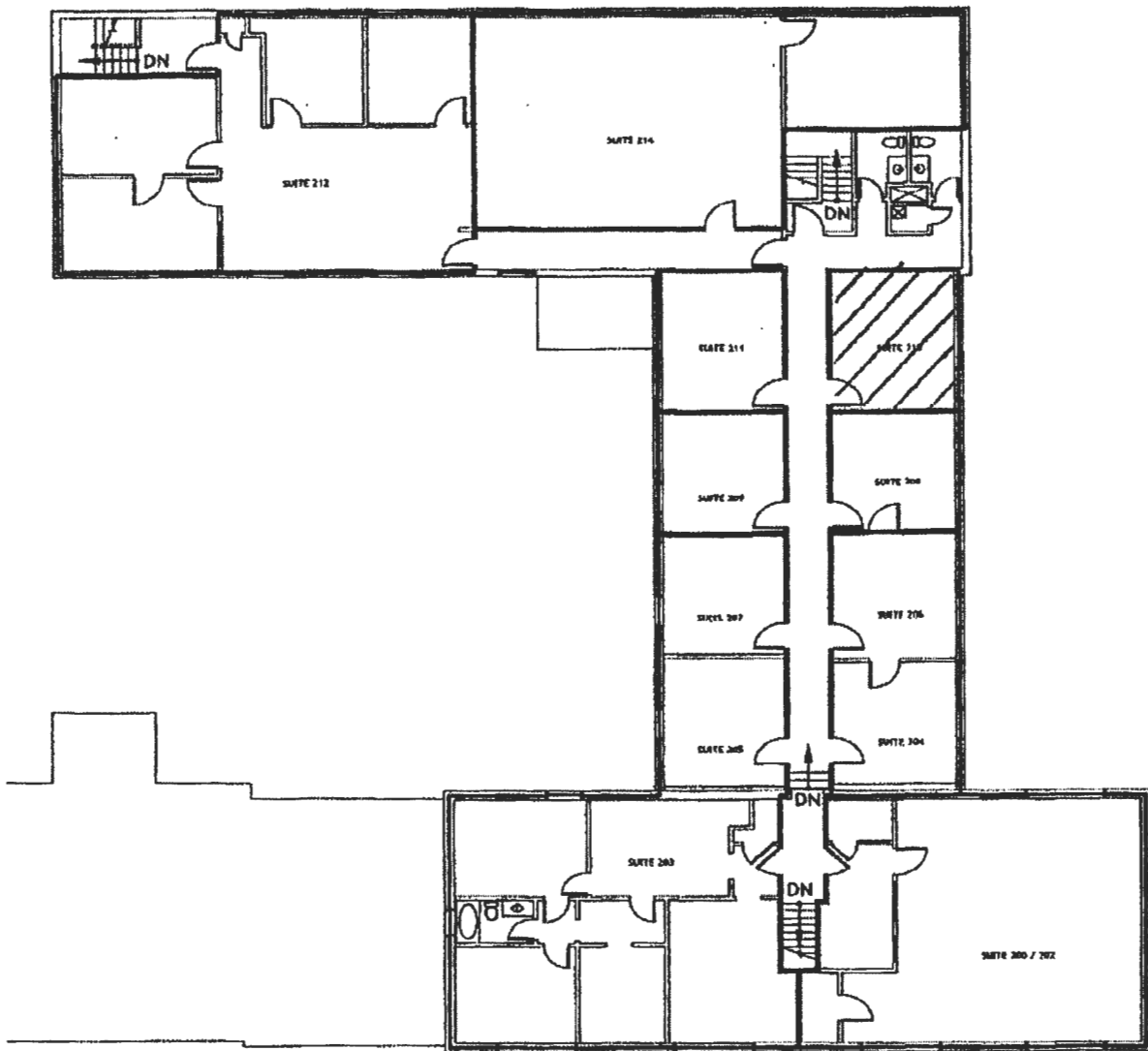
CONDITIONS: _____

EXHIBIT A

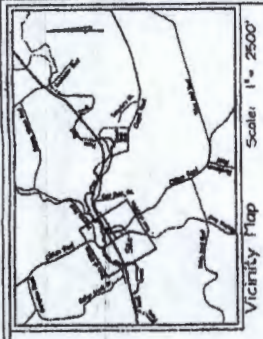
Tenant's demised premises measures approximately 400 square feet as shown in the outlined areas below.



**365 Herndon Parkway, Suite 106 ♦ Herndon, Virginia 20170
703-435-3800 Main ♦ 703-689-0949 Fax**

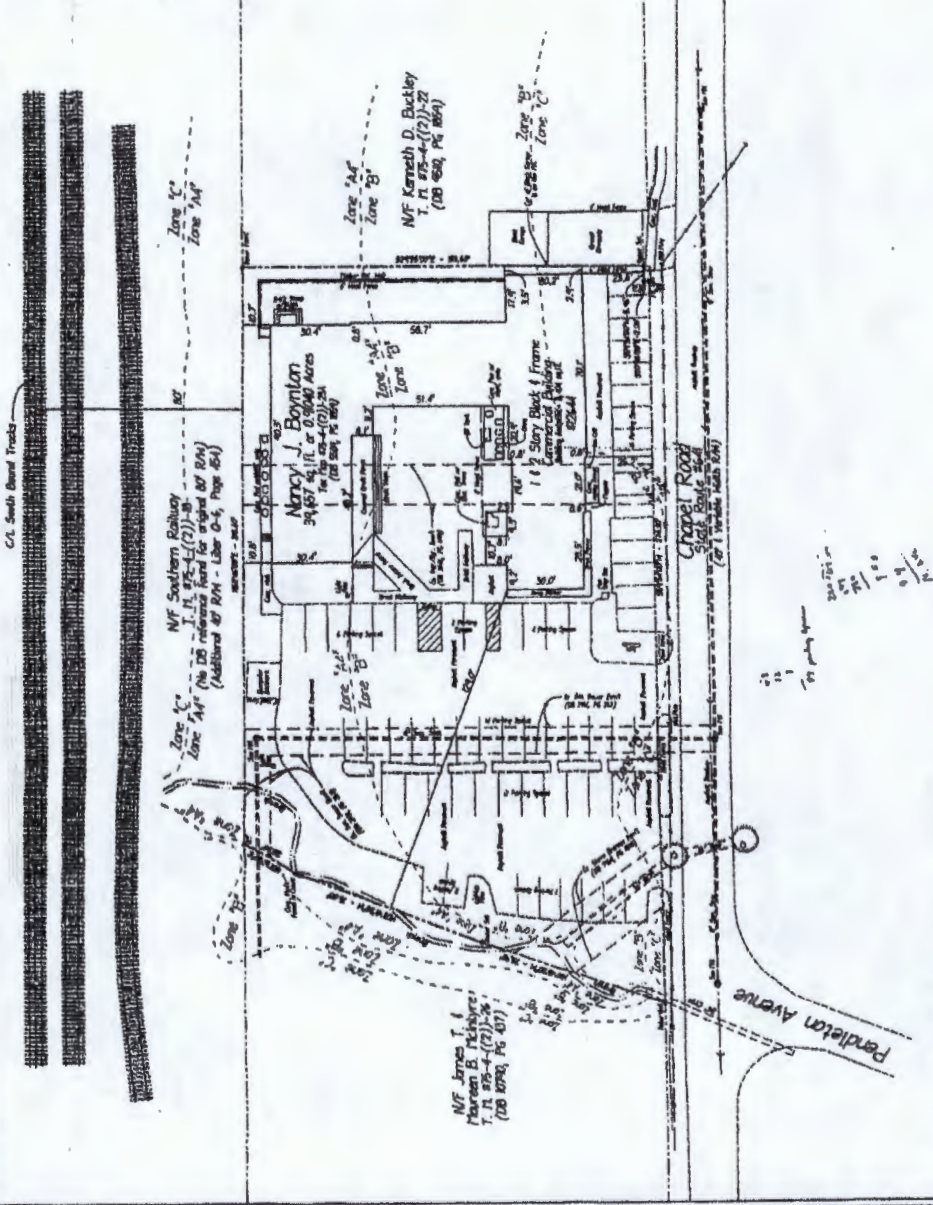
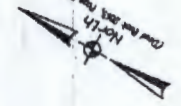


365 Herndon Parkway, Suite 106 ♦ Herndon, Virginia 20170
703-435-3800 Main ♦ 703-689-0949 Fax



Notes:

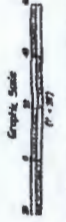
- 1) The property submitted herein is located in Fairfax County, Virginia, in the City of Fairfax, and is zoned CD (Class of Office - Commercial Zone).
- 2) Current owner as recorded in Fairfax County Deed Book 5557, Page 2874.
- 3) This report is based on a survey conducted by the Surveyor General of Fairfax County, Virginia, on October 23, 2008.
- 4) Existing utility easements, as shown on plat attached to a deed recorded in Deed Book 5557, Page 2874, are shown on this report as they exist on the date of the survey.
- 5) All improvements shown on this report are shown as they exist on the date of the survey.
- 6) All dimensions shown on this report are shown as they exist on the date of the survey.
- 7) Improvements shown on this report are shown as they exist on the date of the survey.
- 8) Portions of the property submitted herein that are shown as they exist on the date of the survey are shown on this report as they exist on the date of the survey.
- 9) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 10) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 11) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 12) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 13) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 14) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 15) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 16) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 17) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 18) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 19) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.
- 20) The survey was conducted in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.



Surveyor's Certificate

This is to certify that the above map and plat were prepared by me or under my direct supervision and that I am a duly licensed Surveyor in the State of Virginia. I hereby certify that the above map and plat were prepared in accordance with the provisions of the Surveyor General's Manual, Virginia, 2008.

[Signature]
Surveyor



Plot Showing
ALTA/ACSM Land Title Survey
Property of:
Nancy J. Boynton
Tax Map Parcel #75-4-(71)-20A
(Deed Book 5557, Page 2874)
Town of Fairfax, Virginia
October 23, 2008 - Scale: 1" = 20'

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Town of Clifton

Commercial Parking Tabulation

Property Name: Clifton House

Address: 12644 Chapel Road

Date: 5/26/2020

Building Total Gross Floor Area: #####

SUITE #	TENANT NAME	NET FLOOR AREA	USE (Restaurant/Office/ Retail/Other Commercial Use)	Max. # EMPLOYEES (Retail/Restaurant only)	NUMBER OF CUSTOMER SEATS (Restaurant only)	PARKING SPACES Approved	DATE OF USE PERMIT (or Council approval)
A & B	Motier	936	Retail/Restaurant	4	14	11	3/3/2020
C & D	Wheelhouse Pilates	856	Retail	2	N/A	5	8/7/2018
E	U.S. Post Office	540	Retail	3	N/A	5	2/5/1992
F	Clifton Cleaners	762	Retail	2	N/A	5	7/7/2015
108, 109, 111, 113-112	Market Financial	776				4	
107, 214	Coppermine Realty	1148	Office	N/A	N/A	5	9/4/2018

112 113, 210	Anthony Reid	200	Office	N/A	N/A	1	7/5/2016
114	Advance Janitorial Services	593	Office	N/A	N/A	2	11/11/2013
115	GoldensHill Papercrafts	1,536	Retail	1	N/A	7	6/3/2014
200, 202	Wheelhouse Yoga	885	Retail	2	N/A	5	9/4/2018
204, 206, 208	AG Chem/Waterworks	592	Office	N/A	N/A	3	7/5/2016
209, 211	Kohlmark Flach Architects	392	Office	N/A	0	2	10/2/2018
212	America, Inc.	1,075	Office	N/A	0	5	3/1/2016
110	Creative Counseling	192	Office	N/A	N/A	1	
205, 207	WY Leadership,	425	Office	N/A	N/A	2	5/6/2020
	Total based on Town records/Use Permits					63	

Total Parking Spaces Required:

63

Total Parking Spaces Provided:

63

c. Lands Meeting Definition of CBPA Component Presumed to Exist.

Lands that meet the above definition of a component of a CBPA (section 11-8 of the Ordinance) but not identified on the Clifton CBPA map are presumed to exist in the Town of Clifton and are hereby designated to be within the CBPA and protected under all of the terms and provisions of this ordinance.

d. When this Ordinance Shall Govern.

Whenever any provision of this Ordinance imposes a greater requirement or a higher standard than is required in any State or Federal statute or other Town of Clifton or Fairfax County ordinance or regulation, the provision of this Ordinance shall govern. Whenever any provision of any State or Federal statute or other Town of Clifton or ordinance or regulation imposes a greater requirement or a higher standard than is required by this Ordinance, the provision of such State or Federal statute or other Town of Clifton ordinance or regulation shall govern.

Sec. 11-10. ALLOWED DEVELOPMENT IN RPA'S

Development shall be allowed in the RPA only when permitted by the Town Council and if it is water dependent as designated in this Ordinance, constitutes redevelopment as permitted in the underlying zoning district, and is in compliance with all requirements in this Ordinance. A water quality impact assessment shall be required for any proposed land distributing activity, redevelopment or development in accordance with Sec. 11-15.3 of this Ordinance.

Sec. 11-11. ALLOWED DEVELOPMENT IN RMA'S

Permitted uses, special permit uses, accessory uses, and special requirements shall be as established by the underlying zoning district, unless modified by the performance requirements set forth section 11-12.

Sec.11-12. GENERAL PERFORMANCE REQUIREMENTS FOR DEVELOPMENT AND REDEVELOPMENT IN CBPA'S

In order to attain the water quality objectives set forth in section 11-3 (the "purpose") of this ordinance, development and redevelopment in all components of CBPA's must meet and maintain the performance criteria set forth in sections 11-12 through 11-13.

a. When the Town Council Shall Approve a Development or Redevelopment.

The Town Council shall approve a proposed development or redevelopment greater than 2500 square feet only if it is found that the regulated activity is determined to be in accordance with this Ordinance and that the applicant has demonstrated to the Town Council by a preponderance of the evidence that the proposed development, or redevelopment meets or exceeds the following performance criteria:

1. Any land disturbing activity that exceeds an area of 2,500 square feet shall be subject to a plan of development process, including the approval of a site plan in accordance with the provisions of the Zoning Ordinance or a subdivision plat in accordance with the Subdivision Ordinance. The construction of single family dwellings, septic tanks and drainfields shall not be exempt from this requirement.
2. No more land shall be disturbed that is necessary to provide for the proposed use or development; including, but not limited to, setting limits on clearing and grading of the site, where applicable, and that any such clearing and grading limits be marked on site; utility installation plans shall be approved prior to land disturbance; a replanting plan be submitted when vegetation is removed for construction; and that existing drainage ways be incorporated, and natural drainage patterns be integrated, into site drainage plans, wherever possible.
3. Indigenous vegetation shall be preserved to the maximum extent practicable consistent with the use or development proposed;
4. Land development shall minimize impervious cover consistent with the proposed use or development or redevelopment.

and the written findings and rationale for the decision to the applicant, with a copy to the Town Council. The applicant may then apply to the Town Council for an exception.

4. The Town Council shall consider the water quality impact assessment and the findings and rationale of the Planning Commission in determining harmony with the intended spirit and purpose of this Ordinance.
3. The Town of Clifton shall notify the affected public of any such exception requests and shall consider these requests in a public hearing in accordance with §15.2-2204 of the Code of Virginia, except that only one hearing shall be required.
6. A request for an exception to the requirements of provisions of this Ordinance other than Sections 11-10 and 11-13 Additional Performance Requirements for RPAs, shall be made in writing to the Planning Commission. The Planning Commission may grant these exceptions provided that:
 - A. Exceptions to the requirements are the minimum necessary to afford relief; and
 - B. Reasonable and appropriate conditions are placed upon any exception that is granted, as necessary, so that the purposed and intent of this Ordinance is preserved.

Sec. 11-15. PLAN OF DEVELOPMENT CRITERIA, REQUIREMENTS AND EVALUATION PROCEDURES

a. Application Fees, Submission of Drawings and other Information.

1. Application for a Plan of Development approval shall be made to the Town Clerk and the fee for such application shall be as set forth in the instructions to the Use Permit application ~~\$25.00~~. The original of the application and the fee for the application shall be delivered to the Town Clerk. Twelve (12) copies of the Plan of Development application and twelve (12) copies of all site drawings and other applicable information incorporating the requirements of this Ordinance shall be submitted to the Planning Commission for review at least two weeks prior to the Commission hearing date. This Plan of Development application may be filed separately or in conjunction with a use permit or subdivision application.

2. All information required in this section shall be certified as complete and accurate by a professional engineer.

3. As part of its review of an application, the Planning Commission may require a review by its chosen consultants or by the ~~Chesapeake Bay Local Assistance Department (CBLAD)~~ DEQ Office of Local Government Assistance Programs (DEQ) to determine compliance with this ordinance. ~~CBLAD~~DEQ comments are advisory only. Any costs incurred in the application review process will be the responsibility of the applicant/Land owner and must be paid for prior to approval of the application.

4. When submitting a plan for review, an applicant shall include the following information as applicable. The Planning Commission may request additional information as necessary due to the scope and nature of the proposed project.

A. General Information:

i. Date and name of project.

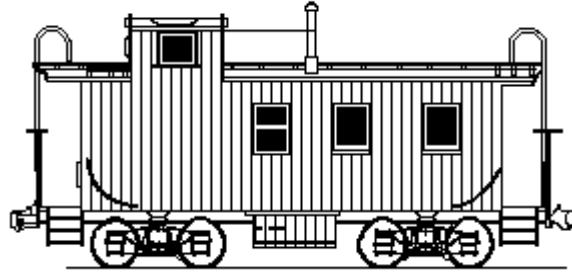
ii. A Boundary survey of the site or site drawing showing north arrow, scale, property line measurements, and existing and proposed zoning (the "Plat"), which depicts the RMA and RPA boundaries.

- iii. A description of the proposed project including a description of the proposed use or uses, location, dimensions of proposed or existing structures including marine and temporary structures, and adjacent land uses.
- iv. Location of all building restriction lines, setbacks, easements, covenant restrictions, and rights-of-way on and adjacent to the site including off-site roads.
- v. Location and dimensions of all driveways, parking areas and other impervious surfaces with indication of the type of surface material.
- vi. Computations of total site area in acres, the amount and percent of the site to be cleared for the project, and the amount and percent to be covered by impervious surface after development.
- vii. Copies of all permits from applicable agencies necessary to develop the project, especially wetlands permits.
- viii. Existing and proposed topography and general soils information.
 - ix. The location of all RPA features on the Plat, including the requirement to retain an undisturbed and vegetated 100 foot wide buffer area; including the notation of the permissibility of only water dependent facilities or redevelopment in the RPA, including the 100 foot wide buffer area; and any water body with perennial flow.
 - x. Specifications for the preservation of existing vegetation, re-establishment of denuded areas, and supplemental planting.
 - xi. A plat and plan notation setting forth the location and description of all existing and proposed on-site sewage disposal systems including reserve sites, and of all existing and proposed wells, and the requirement for pump-out and 100% reserve drainfield sites for onsite sewage treatment systems, when applicable.
- xii. Location and description of all erosion and sediment control devices.

b. Stormwater Management.

NOTE: This information shall be submitted in addition to the General Information if stormwater management is required for water quality protection.

- 1. Stormwater management calculations (Virginia Stormwater Management Handbook).
- 2. A brief explanation of the selected Best Management Practices (including nonstructural practices and techniques) and how they were determined.
- 3. Location and design of planned stormwater control devices. In addition,
 - A. For structures involving embankments:
 - i. A typical cross-section through the embankment showing any necessary core, and all design elevations including any freeboard allowances;
 - ii. The composition of core material.
 - iii. Latitudinal and longitudinal cross-sections of any outlet structure.
 - B. For infiltration facilities:



**CLIFTON TOWN PLANNING COMMISSION
MONDAY, OCTOBER 5, 2020, 7:30 PM
ELECTRONIC MEETING, VIA ZOOM**

Until further notice from the Mayor of Clifton, and in accordance with the Resolution of the Planning Commission regarding Remote Participation by Electronic Means Policy and the Town Council Continuity of Government Methods, to the Planning Commission and Authorizing Remote Participation by Electronic Means Without a Physical Quorum Being Present Pursuant to Virginia Law, the Town of Clifton Planning Commission is holding all Meetings noticed herein electronically for the purpose of continuity of government of the Town of Clifton.

The meetings will be conducted using Zoom teleconferencing audio and video service, and connection information will be provided to members of the public to afford the opportunity to citizens to witness the operation of the Town of Clifton government. Connection information is available from, and will be provided by, the Town Clerk upon receiving an emailed request directed to clerk@cliftonva.gov.

Order of Business:

1. Approve July 28, 2020 and August 25, 2020 Regular Meeting Minutes as revised.
2. Use Permit Applications:
 - a. 12640 School Street: Ext. Structure Repair (Final).
 - b. 12725 Clifton Heights Lane: In-ground Swimming Pool, Deck, Retaining wall & Patio (Final).
 - c. 12644 Chapel Road: Anthony Reid & Associates, LLC.
3. Unfinished Business:
 - a. Final Use Permit Application for 7184 Clifton Road – Update.
 - b. DEQ Corrective Action Plan – Update.
4. Adjournment.