

CLIFTON TOWN PLANNING COMMISSION
TUESDAY, OCTOBER 26, 2021, 7:30 PM
ACACIA LODGE
7135 MAIN STREET
CLIFTON, VA 20124

Present: Kathy Kalinowski, Chair; Mac Arnold; Paula Sampson; Michelle Stein; Terri Winkowski.

Staff: Amanda Christman, Town Clerk.

Absent: Town Council Representative Member Patrick Pline; Susan Yantis.

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

Order of Business:

1. Commercial Use Permit Applications:

a. 12644 Chapel Road, #203: On Point Construction Services, jointly with LCS Property Services.

See attached application.

- **Member Stein moved to recommend approval of the application, amended by Member Sampson to impose a term limit of one year pending the availability of 4 parking spaces, with the conditions that all construction trailers shall be parked offsite, and that the hours shall be Monday through Friday 7AM-7PM, to be reviewed in one year, seconded by Chair Kalinowski. The motion was approved by poll, 5-0.**

b. 12700 Chapel Road: For America

See attached application.

The application was tabled pending clarification from the property owner regarding several matters such as the square footage of the building and parking on the premises, given the history of the numerous Use Permits for the property and the interrelationship of the parking at that location with the Villagio businesses at 7145 Main Street.

2. Residential Preliminary Use Permit for Construction – Expired:

a. 12640 School Street

A 90-day extension was granted, with the expectation that some progress on the project will be demonstrated during that time-period.

3. Unfinished Business:

a. Zoning Ordinance Update.

The compilation of the list of updates will continue.

c. Updating the Clifton Town Plan.

Minutes adopted by the Planning Commission as presented on January 4, 2022

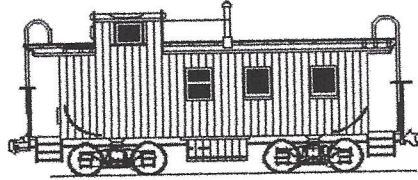
It was noted that the Northern Virginia Regional Commission (NVRC) has agreed to update the maps and data in the Plan, for a fee. Efforts have been made by the Planning Commission to recruit a consultant to assist with drafting and formatting. It is expected that the funds allocated in the FY2021 Town Budget will be used this fiscal year for updating the Town Plan.

b. Approve September 28, 2021 Regular Meeting Minutes.

- **Member Sampson moved to approve the September 28, 2021 Minutes as presented, seconded by Chair Kalinowski. The motion was approved by poll, 5-0.**

4. Adjournment.

The Meeting was adjourned at 8:37 PM by general acclamation.



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 12644 CHAPEL RD # 203, CLIFTON, VA 20124		Date: [Month / Year] SEPTEMBER / 2021		
1. Type of Permit:	<input type="checkbox"/> Construction	<input type="checkbox"/> Commercial	<input type="checkbox"/> Residential	<input type="checkbox"/> Home Business (Code 9-19.c1)
	<input type="checkbox"/> Preliminary Site Plans Attached	<input checked="" type="checkbox"/> Office <input type="checkbox"/> Retail		
	<input type="checkbox"/> Special Use	<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
	<input type="checkbox"/> Restaurant			
	<input type="checkbox"/> Bed & Breakfast			
	<input type="checkbox"/> Multi-Family			
2. Name of Applicant: ONPOINT CONSTRUCTION SERVICES, LLC				
Mailing Address: P.O. BOX 293, CLIFTON, VA 20124				
Phone: (703) 554-0801				
Email Address: David@onpoint-cs.com				
3. Name of Property: Clifton House				
Owner (if different): NCH Partners, LLC c/o NRP				
Mailing Address: 365 HERNDON PARKWAY #106, HERNDON, VA 20170				
4. Name of Business / Organization: ONPOINT CONSTRUCTION SERVICES, LLC				
DAVID THOMAS				
5. Owner of Business / Organization: DAVID THOMAS				
ONPOINT CONSTRUCTION SERVICES, LLC				
6. Tax Map Number: #75-4((2))-23A (DEED BOOK 5509 Page 1059)				
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: ONPOINT Construction Services is requesting four parking spaces that are stated in lease with NCH Partners II, LLC dated March 1, 2021.				
10. If Commercial, Home Business, Agricultural or Industrial: Administrative Office				
11. Describe Operation: Home office for Onpoint Construction Services administrative home base.				
11.a. If Non-Residential - Office Use: 773 SF or Retail/Restaurant Use: / SF				
11.b. Days & Hours of Operation (include special events): (Monday - Friday 7am - 8pm)				
11.c. Number of Employees on Site at any One Time: 4				
11.d. Number of Seats (Restaurant/Church): Total: 4 . If applicable, provide number of seats located Inside: _____ and; Outside: _____				
11.e. Gross Floor Area (GFA) of Building or /Premises: 14616 SF (Code 9-13) Net Gross Floor Area if more than one use in building: 773 SF # 203 If applicable, GFA devoted to carry-out service within restaurant: N/A SF				
11.f. Number of Off-street Parking Spaces Required: 4 (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): ✓				
11.h. Gross Floor Area of Dwelling (Home Business Only): N/A SF				
12. Application Fee Enclosed: \$ 75.00 (Fee schedule in Filing Instructions)				

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

Town of Clifton
Commercial Parking Tabulation

Property Name: Clifton House
 Address: 12644 Chapel Road
 Date: 8/25/2021

Building Total Gross Floor Area: **14,616**

SUITE #	TENANT NAME	NET FLOOR AREA 11,897	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	Restaurant	4	14	6	3/1/2021
C	VACANT	568		N/A	N/A		
D	Kate Baker Designs	288	Retail	1	0	2	TBD
E	U.S. Post Office	540	Retail	N/A	N/A	4	2/5/1992
F	Virginia Mercantile	762	Retail	N/A	N/A	5	3/1/2021
107, 108, 109, 111, & 112	Market Financial	976	Office	N/A	N/A	5	1/5/2021
214	Coppermine Realty	956	Office	N/A	N/A	5	1/5/2021
113, 210	Anthony Reid	400	Office	N/A	N/A	2	7/5/2016
114	The Hair Garage, LLC	593	Retail	N/A	3	4	7/7/2020
115	GoldensHill Papercrafts	1,536	Retail	N/A	N/A	8	6/3/2014
200/202	Wheelhouse Pilates	885	Retail	N/A	N/A	5	1/5/2021
203	OnPoint	773	Office	N/A	N/A	4	3/1/2021
204, 206, 208	AG Chem/Waterworks	592	Office	N/A	N/A	3	7/5/2016
209, 211	Kohlmark Flach Architects	400	Office	N/A	N/A	2	10/2/2018
212	America, Inc.	1,075	Office	N/A	N/A	5	3/1/2016
110	Market Financial	192	Office	N/A	N/A	1	3/1/2021
205, 207	Clifton Therapy	425	Office	N/A	N/A	2	7/27/2021
Total based on Town records/Use Permits						63	

Total Parking Spaces Required: **63**

Total Parking Spaces Provided: **63**

Total S.F. Office and Retail	10,961	# Spaces required per 220 s.f. 49.8
Total S.F. Restaurant	936	# spaces per 4 seats @ 1, plus 1 per 2 emps 6.0

Total Rentable S. F. 11,897 **55.8** # spaces actually needed

Spaces available **63**

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: Melany K. Kupha OFFICE MGR DATE: 08/20/2021

PROPERTY OWNER SIGNATURE: [Signature] Member DATE: 08/20/2021

NCH Partners II, LLC
DAVE THOMAS [Signature] 8/20/2021
DATE

FOR TOWN USE ONLY

RECEIPT DATE: _____ DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: \$ _____

APPROVED DISAPPROVED

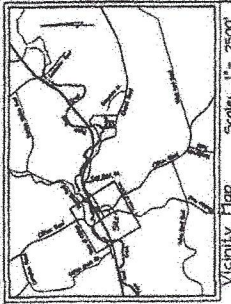
PLANNING COMMISSION: _____ SIGNATURE _____ PRINT _____

CONDITIONS: _____

APPROVED DISAPPROVED

TOWN COUNCIL: _____ SIGNATURE _____ PRINT _____

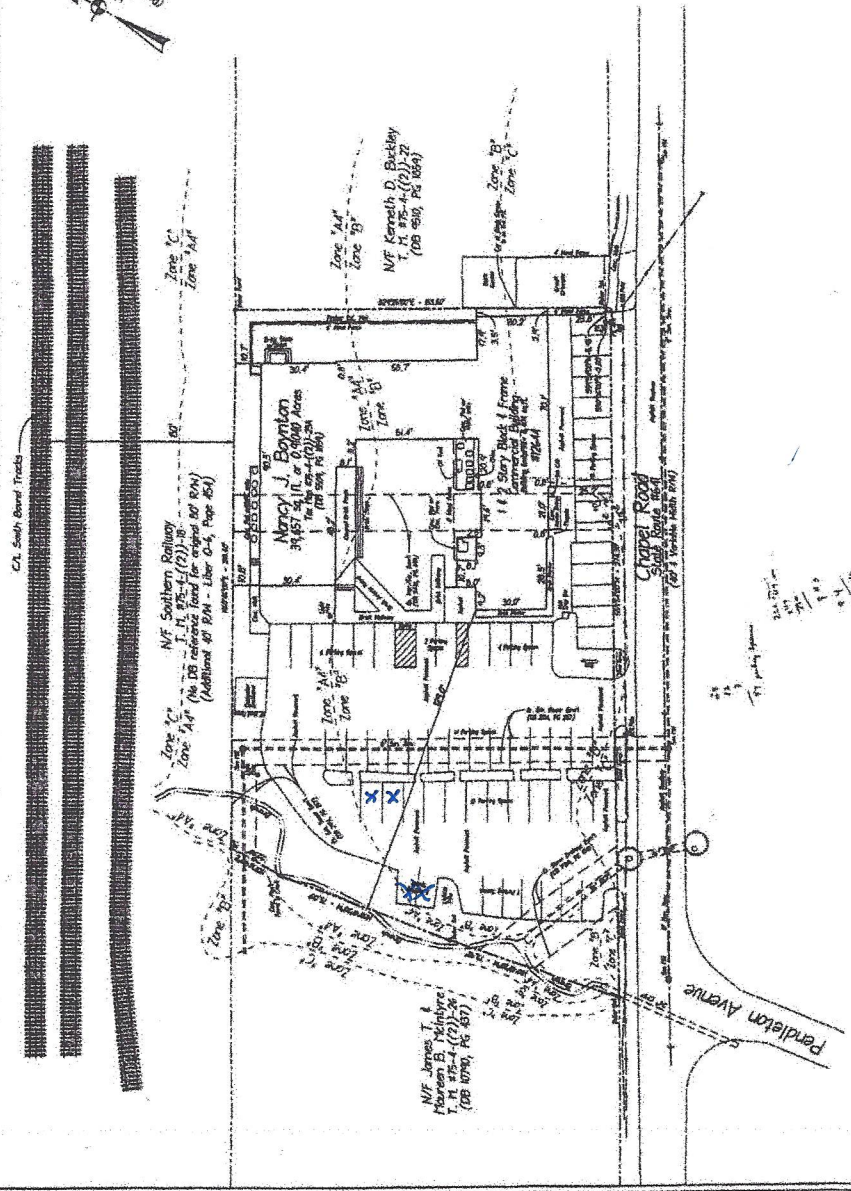
CONDITIONS: _____



Vicinity Map Scale: 1" = 2500'

Notes:

- 1) This survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 2) Current survey as recorded in Public County Land Book 5009, Page 289.
- 3) The report from Commonwealth Land Title Insurance Company was provided and used for this survey. Effective date of recordation, August 30, 2006.
- 4) All lots of survey were measured, as shown in plan attached to a deed recorded in Land Book 2005, Page 23 as referenced in the above-mentioned title report. The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 5) The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 6) The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 7) The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 8) The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 9) The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.
- 10) The survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.



Surveyor's Certificate

This is to certify that this map or plan and the survey on which it was based were made in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2, and that the survey was conducted in full compliance with the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.1, and the provisions of the Code of Ordinances of the City of Fairfax, Virginia, Chapter 2-10, Section 2-10.2.

[Signature]
 Thomas A. Smith, L.S. 677
 Date



PM Showing
 ALTIMASKH Land Title Survey
 Property of:
 Nancy J. Boynton
 Tax Map Parcel 875-4-(01)-254
 (Deed Book 5009, Page 289)
 Town of Clifton, Virginia
 October 25, 2006 Scale: 1" = 20'

Kendall Consulting, Inc.
 Land Surveying & Land Planning
 P. O. Box 15649 • Fairfax, Virginia 22030
 Ph: (703) 591-1157 Fax: (703) 591-1518





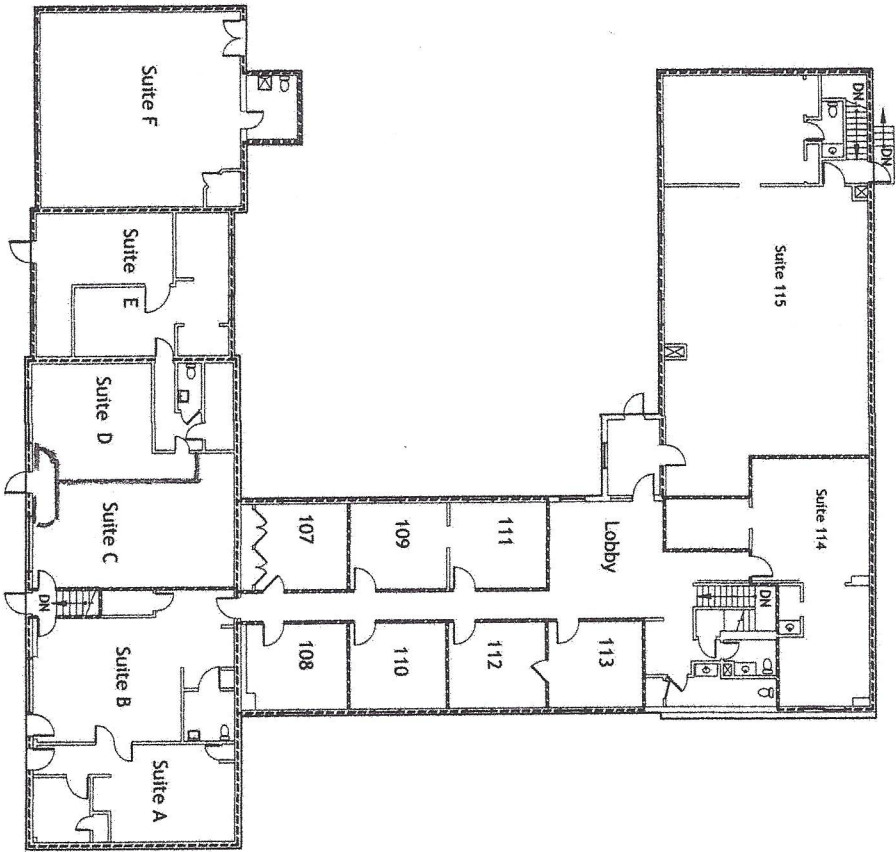
JCA ARCHITECTS
1801 ROBERT ELLISON DR, SUITE 400
RESTON, VIRGINIA

CLIFTON HOUSE

1244 CHERRY ROAD
CLIFTON, VIRGINIA 20174
DATE 08/27/2010

SCALE: 1/8" = 1'-0"

GROUND FLOOR



SECOND FLOOR

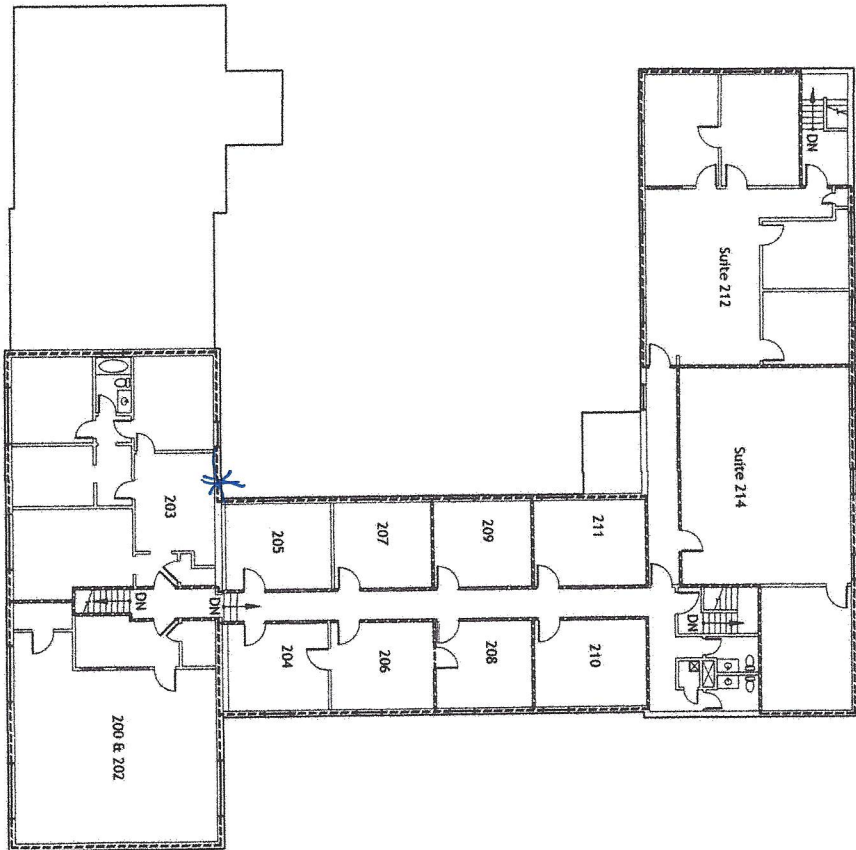
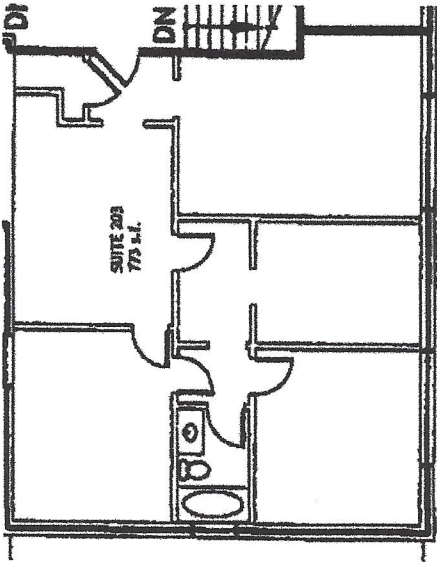
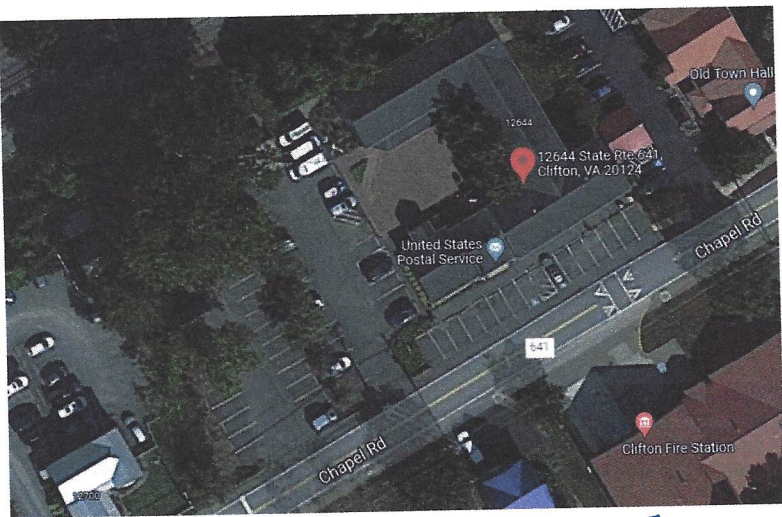


EXHIBIT A

Tenant's demised premises measures approximately 773 square feet as shown in the outlined area below.



773 SQ FT.



ANY FOUR SPACES



Article XXI
SCOPE AND INTERPRETAION

This lease shall be considered to contain the entire agreement between the parties hereto pertaining to premises and all negotiations and all agreements acceptable to both parties are included herein. The laws of the Commonwealth of Virginia shall govern the validity, interpretation, performance and enforcement of this lease.

Article XXII
HOURS OF OPERATION

Due to the use of a security system, the Tenant's use of the premises is limited to use between the hours of 7:00 a.m. and 11:00 p.m. The Landlord reserves the right to close the building at any time that the Landlord shall feel it is necessary to do so, such as for special occasion days, for the purpose of making repairs, or for such other reasons as the Landlord deems necessary to ensure the safety and welfare of the building and further the Landlord agrees that, upon such an occasion, the Landlord will post notices of the closing at the entrances to the building.

Article XXIII
PARKING

 * (Tenant parking is limited to the farthest available unmarked parking spaces in the main lot to the side of the building. * Tenant accepts said parking area in its "as is" condition as of the date hereof. Tenant must complete parking use permit with Town of Clifton. Please submit parking use form to Property Manager for review and approval **prior** to submitting to the Town of Clifton. 

Article XXIV
PROHIBITED ACTIVITIES

No lottery tickets, gambling or gambling devises, illegal substances, sexually oriented reading material, sexually oriented films, sexually oriented video tapes, sexually oriented pictures, paintings or photographs or sexually oriented objects of any kind shall be engaged in or brought onto or sold on the premises. No sound will be permitted from the operation of radios, television or other sources at a volume that can be heard in any of the other premises. At no time shall the Tenant alter, rearrange or deface in anyway any of the walls, hallways, staircases, reception areas or any areas outside of the Tenant's own leased premises. Smoking is not permitted at any time, anywhere within the building.

TOWN OF CLIFTON, VIRGINIA
APPLICATION NOTICE
FOR
USE PERMIT

PROPERTY ADDRESS: 12644 CHAPEL RD, SUITE 203
CLIFTON, VA 20124

APPLICANT(S): DAVE THOMAS, ONPOINT CONSTRUCTION SERVICES

PURPOSE OF APPLICATION: _____

ACQUIRE FOUR PARKING SPACES IN ADJACENT LOT
AS DEFINED IN LEASE AGREEMENT

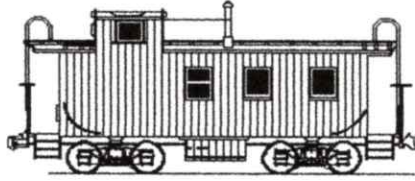
PLANNING COMMISSION MEETING DATE: _____

TOWN COUNCIL MEETING DATE: OCTOBER 14 2021

DATE POSTED: 9/21/2021

ORIGINAL POSTED AUG 24, 2021

This application notice is required to be posted at least one week before the Planning Commission and Town Council hearings and should be displayed on the application property where it is clearly visible from the street and on the Bulletin Board in the Clifton Post Office. This notice is issued in accordance with the provisions of the Zoning Ordinance for the Town of Clifton, Virginia.



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address:		Date: [Month / Year]		
12644 Chapel Rd #203 Clifton, VA		20124		10/2021
1. Type of Permit:	<input type="checkbox"/> Construction	<input type="checkbox"/> Commercial	<input type="checkbox"/> Residential	<input type="checkbox"/> Home Business (Code 9-19.c1)
	<input type="checkbox"/> Preliminary Site Plans Attached	<input checked="" type="checkbox"/> Office		
	<input type="checkbox"/> Special Use	<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
	<input type="checkbox"/> Restaurant			
	<input type="checkbox"/> Bed & Breakfast			
	<input type="checkbox"/> Multi-Family			
2. Name of Applicant: LCS Property SERVICES, LLC				
Mailing Address: P.O. BOX 22, Clifton VA 20124				
Phone: (703) 554-0801 (703) 646-8220				
Email Address: AaronK@LCS Property SERVICES.COM				
3. Name of Property Owner (if different): CLIFTON HOUSE				
Mailing Address: NCH Partners, LLC c/o NRP				
365 HERNDON PKWY #106, Herndon VA				
20170				
4. Name of Business / Organization: LCS Property SERVICES, LLC				
20170				
5. Owner of Business / Organization: Aaron Kuzemka				
6. Tax Map Number: # 75-4(C2)-234 (Deed book 5509				
page 1859)				
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: LCS Property Services is requesting use permit for Parking Spaces (2) with Onpoint Construction (2) total (4)				
10. If Commercial, Home Business, Agricultural or Industrial:				
11. Describe Operation: Admin OFFICE FOR LCS Property and Onpoint Construction Services				
11.a. If Non-Residential - Office Use: 773 SF or Retail/Restaurant Use: / SF				
11.b. Days & Hours of Operation (include special events): M-F (7am - 8pm)				
11.c. Number of Employees on Site at any One Time: 4				
11.d. Number of Seats (Restaurant/Church): Total: 4 . If applicable, provide number of seats located Inside: _____ and; Outside: _____				
11.e. Gross Floor Area (GFA) of Building or /Premises: 14616 SF (Code 9-13) Net Gross Floor Area if more than one use in building: 773 SF #203 If applicable, GFA devoted to carry-out service within restaurant: N/A SF				
11.f. Number of Off-street Parking Spaces Required: 4 (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): total: 4				
11.h. Gross Floor Area of Dwelling (Home Business Only): N/A SF				
12. Application Fee Enclosed: \$ 75.00 (Fee schedule in Filing Instructions)				

*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: Melany K. Kupha OFFICE MGR. DATE: 08/20/2021

PROPERTY OWNER SIGNATURE: [Signature] Member DATE: 08/20/2021
NCH Partners II, LLC

DAVE THOMAS [Signature] DATE: 8/20/2021

AARON KUZENKA [Signature] FOR TOWN USE ONLY 10/18/2021

RECEIPT DATE: _____ DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: \$ _____

APPROVED DISAPPROVED

PLANNING COMMISSION: _____
SIGNATURE PRINT

CONDITIONS: _____

APPROVED DISAPPROVED

TOWN COUNCIL: _____
SIGNATURE PRINT

CONDITIONS: _____

Town of Clifton

Commercial Parking Tabulation

Property Name: Clifton House
 Address: 12644 Chapel Road
 Date: 8/25/2021

Building Total Gross Floor Area: **14,616**

SUITE #	TENANT NAME	NET FLOOR AREA	USE	Max. # EMPLOYEES (Retail/Restaurant only)	NUMBER OF CUSTOMER SEATS (Restaurant only)	PARKING SPACES Approved	DATE OF USE PERMIT (or Council approval)	
		11,897						
A & B	Motier	936	Restaurant	4	14	6	3/1/2021	
C	VACANT	568		N/A	N/A			
D	Kate Baker Designs	288	Retail	1	0	2	TBD	
E	U.S. Post Office	540	Retail	N/A	N/A	4	2/5/1992	
F	Virginia Mercantile	762	Retail	N/A	N/A	5	3/1/2021	
107, 108, 109, 111, & 112	Market Financial	976	Office	N/A	N/A	5	1/5/2021	
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113, 210	Anthony Reid	400	Office	N/A	N/A	2	7/5/2016	
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200/202	Wheelhouse Pilates	885	Retail	N/A	N/A	5	1/5/2021	
203	OnPoint <i>LOS</i>	773	Office	N/A	N/A	4	3/1/2021	
204, 206, 208	AG Chem/Waterworks	592	Office	N/A	N/A	3	7/5/2016	
209, 211	Kohlmark Flach Architects	400	Office	N/A	N/A	2	10/2/2018	
212	America, Inc.	1,075	Office	N/A	N/A	5	3/1/2016	
110	Market Financial	192	Office	N/A	N/A	1	3/1/2021	
205, 207	Clifton Therapy	425	Office	N/A	N/A	2	7/27/2021	
Total based on Town records/Use Permits							63	
Total Parking Spaces Required:							63	
Total Parking Spaces Provided:							63	

# Spaces required per 220 s.f.	49.8
# spaces per 4 seats @ 1, plus 1 per 2 emps	6.0

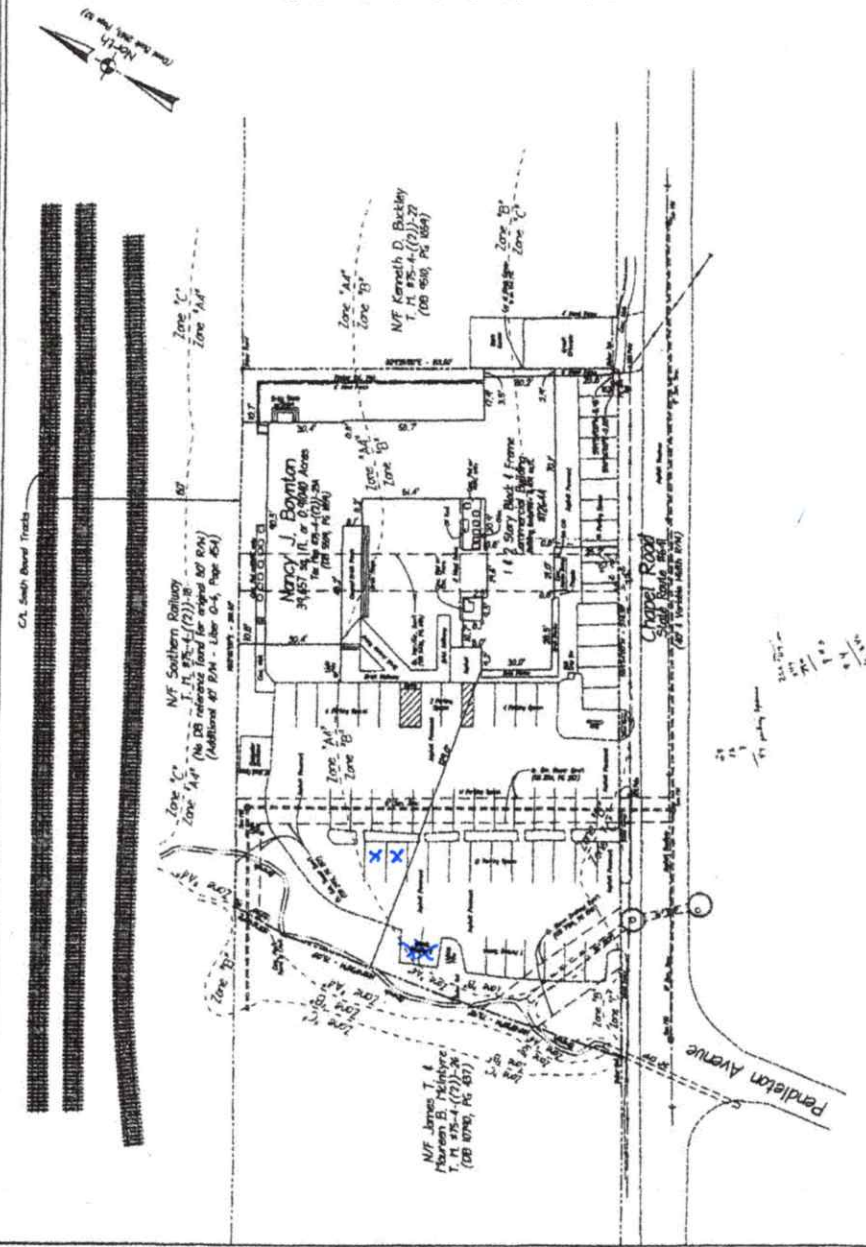
55.8	# spaces actually needed
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Total S.F. Office and Retail 10,961
 Total S.F. Restaurant 936
 Total Rentable S.F. 11,897
 Spaces available 63



- Notes:**
- 1) The property abutment herein is located on Public County Tax Assessment Map 270-4-(72)-224, and is used (C) from of C.R.N. (Commonwealth Zone).
 - 2) Correct name as recorded in Fairfax County Deed Book 5658, Page 894.
 - 3) The word "Buck" in the name of the property is spelled "Buckley" in the deed instrument 270-4-(72)-224 and "Buckley" in the deed instrument 270-4-(72)-227.
 - 4) Existing of utility, sewer, drainage, or other in and attached to a deed recorded in Deed Book 5658, Page 894, is indicated in the deed instrument. The words "and" and "or" are used to indicate the inclusion or exclusion of such utilities in the deed instrument.
 - 5) If the word "Buckley" is used in the deed instrument, it is intended that the name of the property be spelled "Buckley".
 - 6) The names of persons who have been named in the "Notes of Order Adjustment" are spelled as they appear in the deed instrument. If any is not identifiable, it is intended that the name be spelled as it appears in the deed instrument.
 - 7) The names of persons who have been named in the "Notes of Order Adjustment" are spelled as they appear in the deed instrument. If any is not identifiable, it is intended that the name be spelled as it appears in the deed instrument.
 - 8) The names of persons who have been named in the "Notes of Order Adjustment" are spelled as they appear in the deed instrument. If any is not identifiable, it is intended that the name be spelled as it appears in the deed instrument.
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 - 10) The names of persons who have been named in the "Notes of Order Adjustment" are spelled as they appear in the deed instrument. If any is not identifiable, it is intended that the name be spelled as it appears in the deed instrument.

Plot Showing
ALTA/MCENI Land Title Survey
Property of
Nancy J. Boynton
Tax Map Parcel 270-4-(72)-224
(Deed Book 5658, Page 894)
October 23, 2008 Submitter T. # 27
Kendall Consulting, Inc.
Land Surveying & Land Planning
P. O. Box 15649 - Fairfax, Virginia 22038
Ph: (703) 591-1877 Fax: (703) 591-1818



Surveyor's Certificate

This is to certify that the map or plat and the survey in which it was used were made by me or under my direct supervision and to the best of my knowledge and belief conform with the laws of the State of Virginia, and that I am duly licensed to practice as a surveyor in the State of Virginia. Witness my hand and official seal at Fairfax, Virginia, this 23rd day of October, 2008.

Thomas N. Kendall, L.S. 15,070
Date: 10/23/08



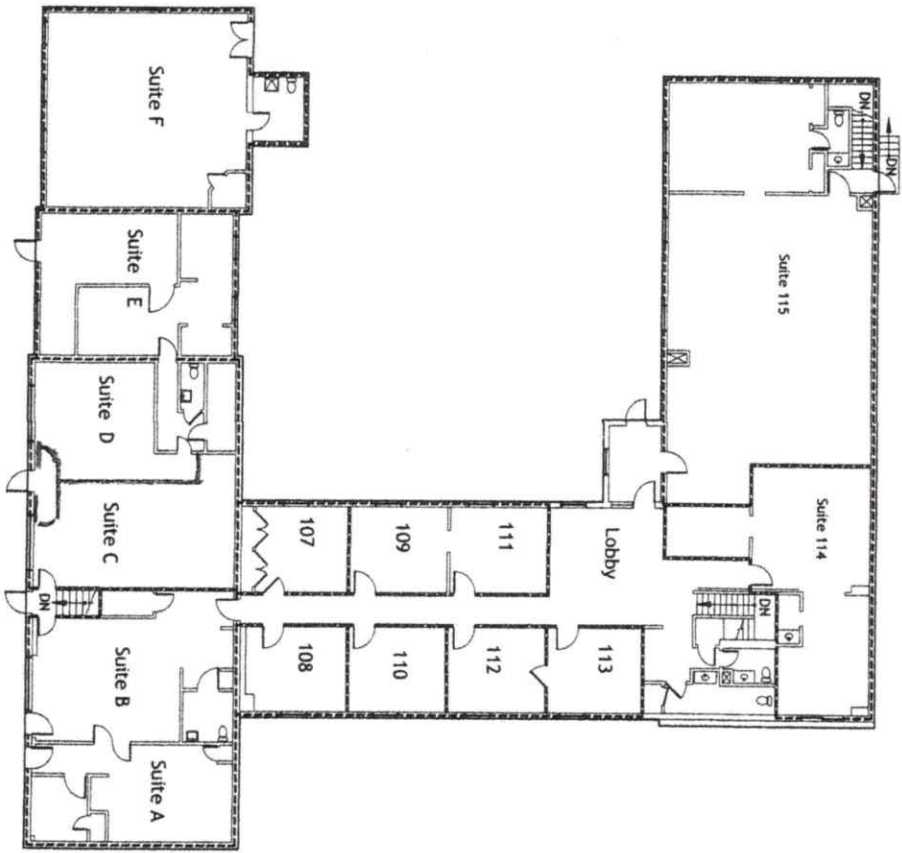
JCA ARCHITECTS
 1801 ROBERT FULTON DR., SUITE 410
 RESTON, VIRGINIA

CLIFTON HOUSE

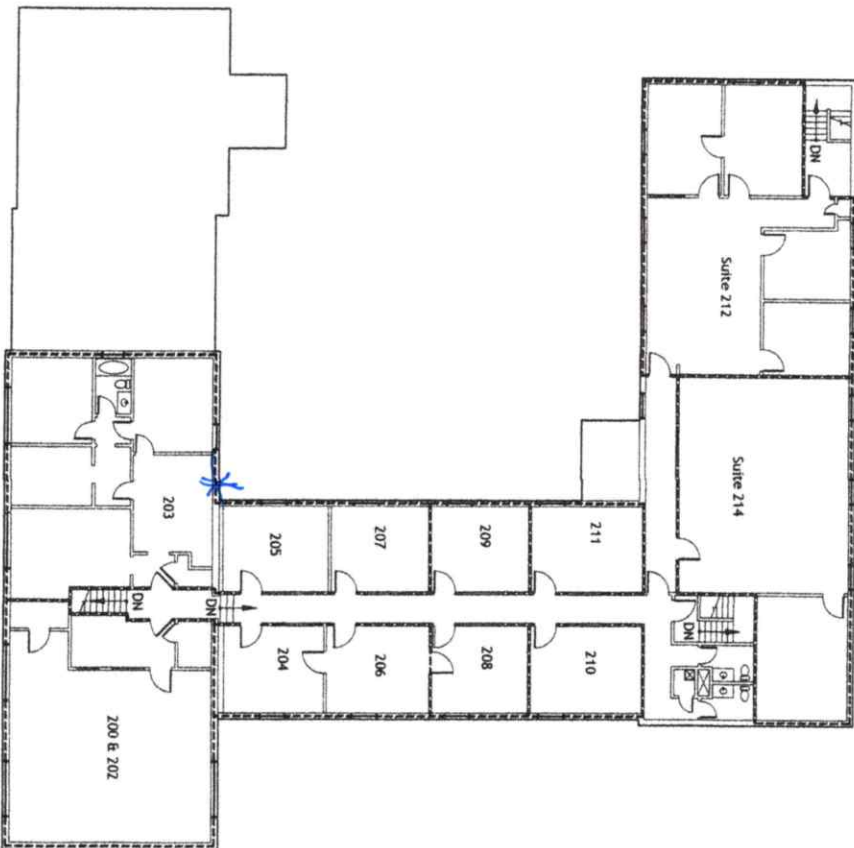
12044 CLIFTON ROAD,
 CLIFTON, VIRGINIA 20124
 DATE 09/27/2016

SCALE 1/16" = 1'-0"

GROUND FLOOR



SECOND FLOOR

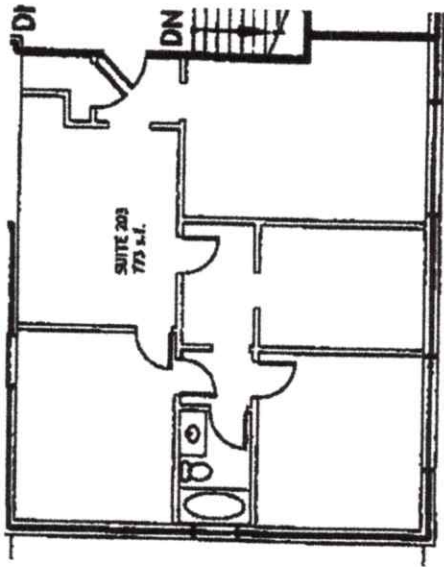




ANY FOUR SPACES

EXHIBIT A

Tenant's demised premises measures approximately 773 square feet as shown in the outlined area below.



773 SQ FT.

Town of Clifton

Commercial Parking Tabulation

Property Name: Clifton House

Address: 12644 Chapel Road

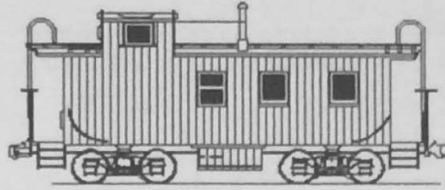
Date: 10/21/2021

Building Total Gross Floor Area: 14,616

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	VACANT	856					
D	Kate Baker Designs	288	Retail	1	N/A	2	10/5/2021
E	U.S. Post Office	540	Retail	3	N/A	5	2/5/1992
F	Virginia Mercantile	762	Retail	N/A	N/A	4	3/2/2021
107, 108, 109, 111, & 112	Market Financial	976	Office	N/A	N/A	5	1/5/2021
214	Coppermine Realty	956	Office	N/A	N/A	5	1/5/2021
113, 210	Anthony Reid	400	Office	N/A	N/A	2	10/6/2020
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	Wheelhouse Pilates	885	Retail	2	N/A	5	1/5/2021
203	LCS/On Point	773	Office				
204, 206, 208	AG Chem/Waterworks	592	Office	N/A	N/A	3	7/5/2016
209, 211	Kohlmark Flach Architects	400	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	Clifton Therapy	425	Office	N/A	N/A	2	8/3/2021
	Total allocated parking based on Town approved	12185				63	

Total Parking Spaces Provided at 12644 Chapel Rd:

63



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: <i>12700 CHAPEL RD, CLIFTON, VA 20124</i>		Date: [Month / Year] <i>10/21</i>		
1. Type of Permit:	<input type="checkbox"/> Construction <input type="checkbox"/> Preliminary Site Plans Attached	<input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Office <input type="checkbox"/> Retail	<input type="checkbox"/> Residential	<input type="checkbox"/> Home Business <small>(Code 9-19.c1)</small>
	<input type="checkbox"/> Special Use <input type="checkbox"/> Restaurant <input type="checkbox"/> Bed & Breakfast <input type="checkbox"/> Multi-Family	<input type="checkbox"/> Subdivision <small>(Code Chapter 10)</small>	<input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation <small>(Code 10-57 to Code 10-59)</small>	<input type="checkbox"/> Public Use
2. Name of Applicant: <i>SHERRI FRANCESCONE, CHIEF OF STAFF</i>				
Mailing Address: <i>12700 CHAPEL RD, CLIFTON, VA 20124</i>				
Phone: <i>(910) 459-9644</i>				
Email Address: <i>sherri@foramerica.org</i>				
3. Name of Property Owner (if different): <i>MARCUS SILVA</i>				
Mailing Address: <i>7151 PEWALETOWN AVE., CLIFTON, VA 20124</i>				
4. Name of Business / Organization: <i>AMERICA, INC., DBA FOR AMERICA</i>				
5. Owner of Business / Organization: <i>DAVID BOZELL, PRESIDENT</i>				
6. Tax Map Number: <i>075-4-02 - 0026</i>				
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 type="checkbox"/> Plat Attached <i>N/A</i>	

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: <i>TO INFORM THAT THE ADDRESS, 12700 CHAPEL RD, CLIFTON, VA 20124, IS BEING USED FOR AN OFFICE BY AMERICA, INC., DBA FORAMERICA, A VIRGINIA NON-STOCK CORPORATION QUALIFIED AS A TAX EXEMPT UNDER SECTION 501(C)(4) OF THE INTERNAL REVENUE CODE.</i>				
10. If Commercial, Home Business, Agricultural or Industrial: <i>COMMERCIAL OFFICE</i>				
11. Describe Operation: <i>AMERICA, INC., DBA FORAMERICA, IS A 501(C)(4) ISSUE ADVOCACY ORGANIZATION.</i>				
11.a. If Non-Residential - Office Use: <i>2,054</i> SF or Retail/Restaurant Use: _____ SF				
11.b. Days & Hours of Operation (include special events): <i>MONDAY - FRIDAY; 9:00 AM - 5:30 PM</i>				
11.c. Number of Employees on Site at any One Time: <i>4</i>				
11.d. Number of Seats (Restaurant/Church): Total: <i>N/A</i> . If applicable, provide number of seats located inside: _____ and; Outside: _____				
11.e. Gross Floor Area (GFA) of Building or /Premises: <i>2,054</i> SF (Code 9-13) Net Gross Floor Area if more than one use in building: <i>N/A</i> SF If applicable, GFA devoted to carry-out service within restaurant: <i>N/A</i> SF				
11.f. Number of Off-street Parking Spaces Required: <i>0</i> (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): <i>N/A</i>				
11.h. Gross Floor Area of Dwelling (Home Business Only): <i>N/A</i> SF				
12. Application Fee Enclosed: (Fee schedule in Filing Instructions) <i>\$ 75.00</i>				

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

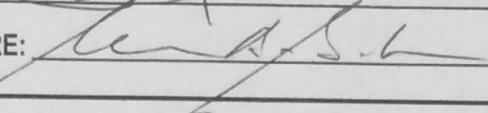
Is the applicant or owner a member of a homeowners association (HOA)? Yes No If yes, please obtain the approval of the HOA prior to submission of the application.

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: 10-12-21

PROPERTY OWNER SIGNATURE:  _____

DATE: 09-23-21

FOR TOWN USE ONLY

RECEIPT DATE: _____

DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: \$ _____

APPROVED DISAPPROVED

PLANNING COMMISSION: _____
SIGNATURE PRINT

CONDITIONS: _____

APPROVED DISAPPROVED

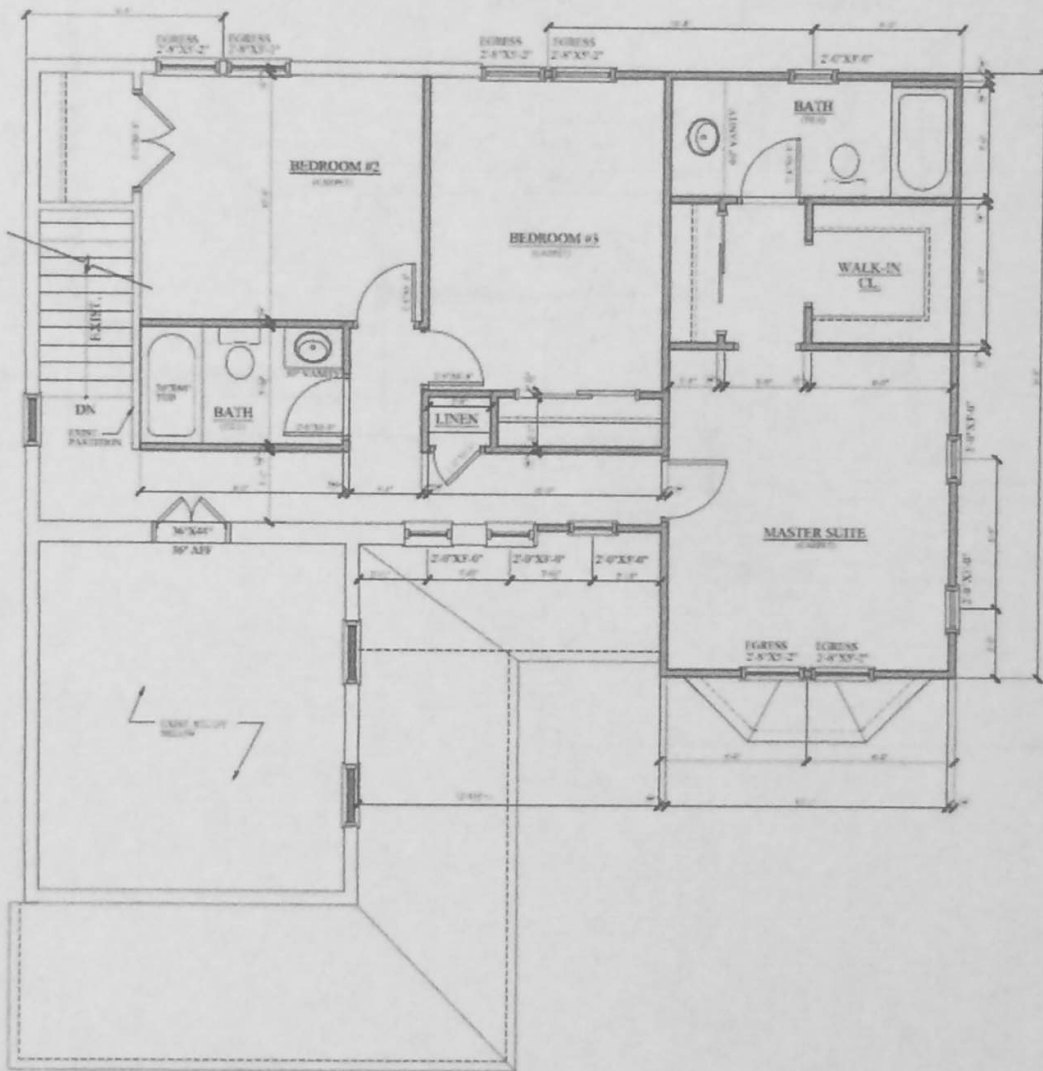
TOWN COUNCIL: _____
SIGNATURE PRINT

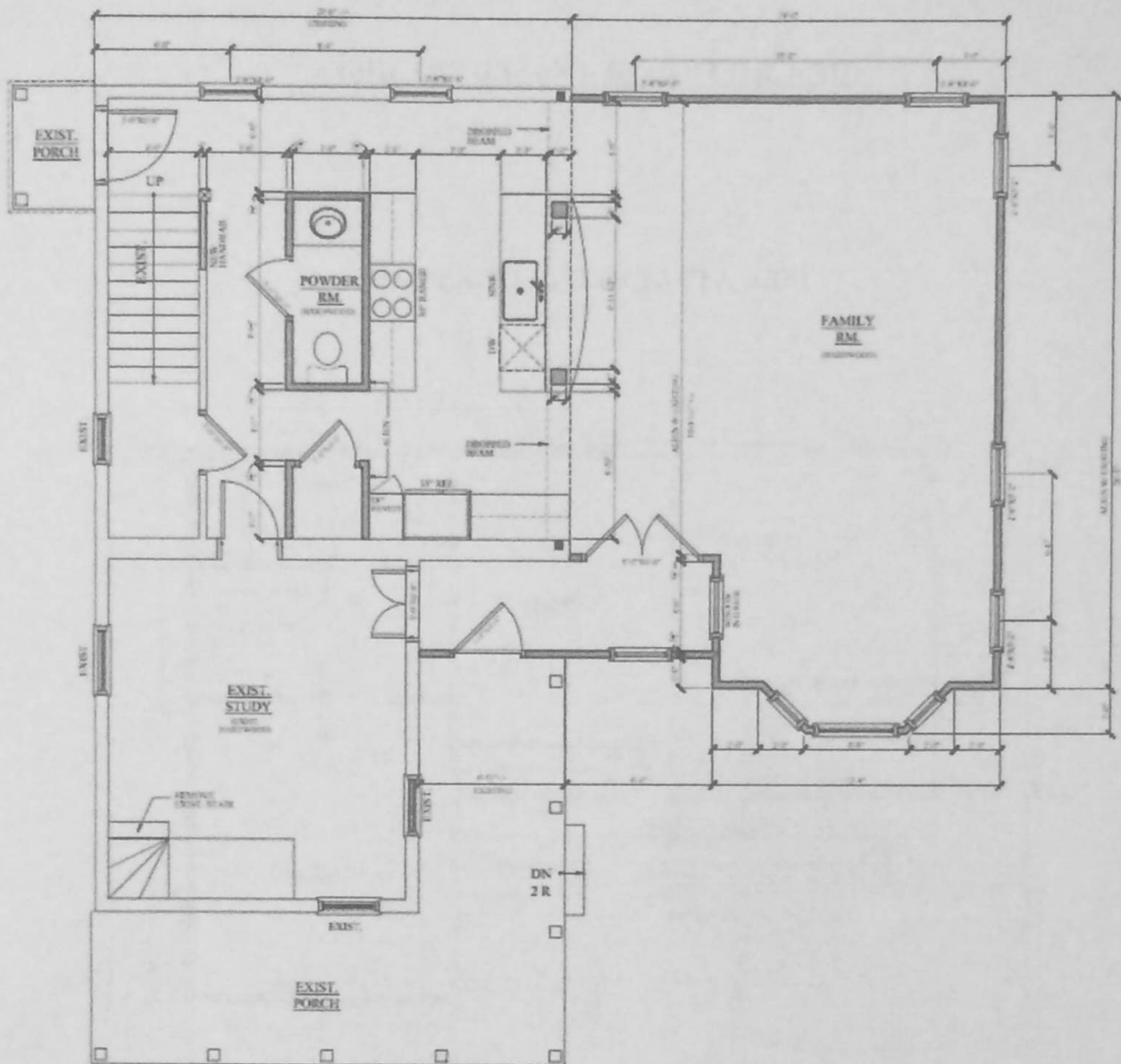
CONDITIONS: _____

EXHIBIT A

DESCRIPTION OF LEASED PREMISES

(SEE ATTACHED FLOOR PLAN)





Town of Clifton
Commercial Parking Tabulation

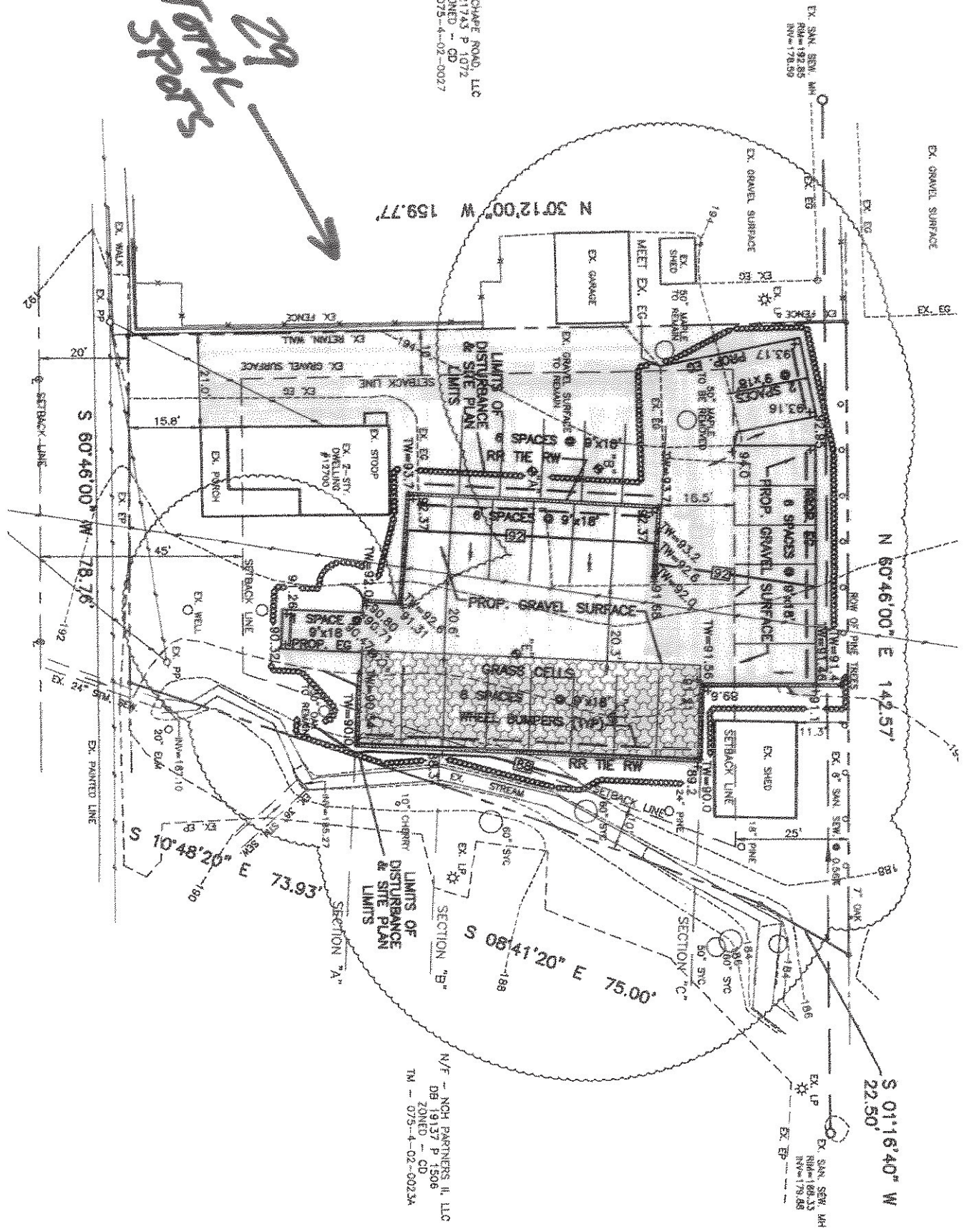
Property Name: AMERICA, INC., DBA F&AMERICA
Property Owner's Name: THORNTON PROPERTIES, LLC - MARCUS SILVER
Owner's Contact Information: (703) 930-1580 (CELL)
Date: 10-12-21
Building Total Gross Floor Area: 2,054 SQ FT OF SPACE

SUITE #	TENANT NAME	NET FLOOR AREA	USE (Restaurant/Office/Retail/Other Commercial Use)	NUMBER OF EMPLOYEES	NUMBER OF CUSTOMER SEATS (For Restaurant Use Only)	PARKING SPACES REQUIRED	DATE OF APPROVAL OF USE PERMIT
N/A	AMERICA, INC.	2,054	OFFICE	4	N/A	4	

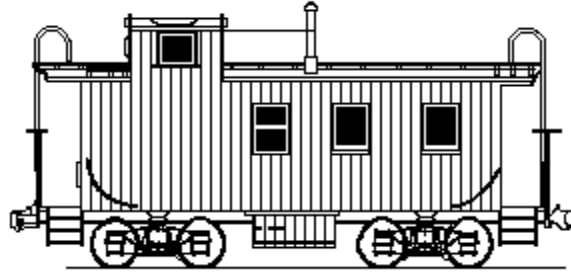
Total # of Platted Parking Spaces on the Property: 0
Total # of Use Permit Allocated Parking Spaces: 4
Total # of Loading Spaces: 0

N/F - CHAPE ROAD, LLC
 DB 21743 P 1072
 ZONED - CD
 TM - 075-4-02-0027

29
TOPAL
SPOTS



N/F - NOH PARTNERS II, LLC
 DB 19137 P 1506
 ZONED - CD
 TM - 075-4-02-0023A



**CLIFTON TOWN PLANNING COMMISSION
TUESDAY, OCTOBER 26, 2021, 7:30 PM
ACACIA LODGE
7135 MAIN STREET
CLIFTON, VA 20124**

Order of Business:

1. Commercial Use Permit Application:
 - a. 12644 Chapel Road, #203: On Point Construction Services
 - b. 12644 Chapel Road, #203: LCS Property Services
 - c. 12700 Chapel Road: For America
2. Residential Preliminary Use Permit for Construction – Expired:
 - a. 12640 School Street
3. Unfinished Business:
 - a. Zoning Ordinance Update
 - c. Updating the Clifton Town Plan.
 - b. Approve September 28, 2021 Regular Meeting Minutes.
4. Adjournment.