

CLIFTON TOWN PLANNING COMMISSION  
TUESDAY, SEPTEMBER 27, 2022, 7:30 PM  
ACACIA LODGE  
7135 MAIN STREET  
CLIFTON, VA 20124

**Present:** Kathy Kalinowski, Chair; Town Council Representative Member Patrick Pline; Paula Sampson; Michelle Stein; Adam Trost; Terri Winkowski.  
**Staff:** Amanda Christman, Zoning Clerk.  
**Absent:** Susan Yantis.

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

Order of Business:

1. Commercial Applications:

a. 12642 Chapel Road: Clifton Contracting LLC

**See attached application.**

The Planning Commission reviewed an application for a commercial office use by Clifton Contracting LLC to be located at 12642 Clifton Road, Office #6, for 154 square feet at that location, hours of 9AM to 6 PM, Monday through Friday, with the allocation of 1 parking space at the premises (the parking tabulation shows a total of 17 available spaces with 14 spaces presently allocated including the instant office use).

- **Chair Kalinowski moved to recommend approval for a Use Permit for a commercial office space for the applicant at this location with the allocation of 1 parking space and for the above hours; and with the conditions that no construction or work vehicles be parked on the premises, seconded by Member Stein. The motion was approved by poll, 6-0.**

b. 7137B Main Street: Rios Partners

**See attached application.**

The Planning Commission reviewed an application for an expansion of an existing use permit for a commercial office use by Dan Helmer and George Barker at 7137B Main Street, Clifton, to include an office use by Rios Partners, of which Mr. Helmer is a principal with no increase in personnel or client visits. The applicant will utilize the same space, 690 square feet, with the hours of 7AM to 11PM Sunday through Saturday and the allocation of 3 parking spaces total for both office uses.

- **Chair Kalinowski moved to recommend approval for a Use Permit adding Rios Partners to the commercial office space with the hours and days as set forth above and the continued allocation of 3 parking spaces, seconded by Member Stein. The motion was approved by poll, 6-0.**

c. 7140 Main Street: The Main Street Pub

**See attached application.**

The Planning Commission reviewed an application from the Main Street Pub for a change in ownership from McNamara Enterprises, Inc., (former applicants: Tom and Judy McNamara) to McNamara Hollowell LLC (owned by Kevin McNamara and Chris Hollowell).

- **Chair Kalinowski moved to recommend that the Use Permit indicating the change in ownership be approved with the condition that all the specifications and requirements of the previously issued Special Use Permit for a restaurant use issued to the Main Street Pub on May 5, 2015 continue in full force and effect except for the change in ownership of the Main Street Pub, seconded by Member Sampson. The motion was approved by poll, 6-0.**

2. Residential Boundary Line Adjustment Application:

a. 12653 School Street / 7169 Clifton Road

**See attached application.**

The Planning Commission reviewed the application of Laura and Regan McDonald of 12653 School Street, for a boundary line adjustment between their property at 12653 School Street and their property located at 7169 Clifton Road, which is contiguous to the School Street Property. The application was made pursuant to Article 16 of Chapter 10 of the Subdivision ordinance of the Town Code, with the purpose of vacating the ingress and egress easement on the School Street property and relocating the driveway, presently on the Clifton Road property to the School Street property.

The applicants confirmed that the provisions of Section 10-57 have been met including the issuance of timely notice to adjacent property owners as provided in Section 10-27 of the Code, the approval of the County Health Department has also been obtained, as have the other requirements of Article 16. In addition, the School Street and Clifton Road properties are subject to a Conservation Easement and Stormwater Management easement imposed on the property in 2012 by the previous owners. The Conservation easement and Stormwater Management easement will remain in full force and effect, notwithstanding the boundary line adjustment and vacation of the ingress egress easement and are to be confirmed by the new deed and plat, in language acceptable to the Planning Commission, and are then both required to be filed in the Fairfax County land records. Copies of the filed deed and boundary line adjustment are to be given to the Town Clerk.

The application, proposed deed and proposed plat have been reviewed by the Town Consultant, who recommended changes which have been made, and also reviewed by the Town Attorney who recommended changes which are to be made as a condition of the Planning Commission's approval.

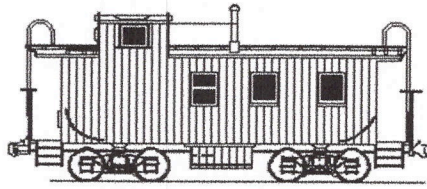
- **Chair Kalinowski moved to approve the application for the boundary line adjustment with the requirements and conditions as set forth above, seconded by Member Pline. The motion was approved by poll, 6-0.**

3. Approve July 26, 2022 Meeting Minutes.

- **Member Sampson moved to approve the July 26, 2022 Regular Meeting Minutes as presented, seconded by Member Stein. The motion was approved by poll, 6-0.**

4. Adjournment.

The meeting was adjourned by general acclamation at 8:09 PM.



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

<b>Property Address:</b> 12642 Chapel Road, Clifton Virginia, 20124		<b>Date: [Month / Year]</b> 08/2022		
<b>1. Type of Permit:</b>	<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			
<b>2. Name of Applicant:</b> Clifton Contracting LLC				
<b>Mailing Address:</b> PO Box 262 Clifton, VA 20124				
<b>Phone:</b> 703-830-6103				
<b>Email Address:</b> Cliftoncontracting.renee@gmail.com				
<b>3. Name of Property Owner (if different):</b>		Clifton Professional Offices, LLC		
<b>Mailing Address:</b>		12642 Chapel Road Clifton, VA 20124		
<b>4. Name of Business / Organization:</b>		Clifton Contracting LLC		
<b>5. Owner of Business / Organization:</b>		Christopher Sodergren		
<b>6. Tax Map Number:</b>		0754 02 0022		
<b>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.</b>		<input checked="" type="checkbox"/> Plat Attached (Construction completed in 2009)		

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>Commercial use permit</i>				
10. If Commercial, Home Business, Agricultural or Industrial: Commercial				
11. Describe Operation: <i>Clifton Contracting is a residential contractor that performs work such as waterproofing/drainage and installation of egress windows. We do not plan to have any clients come to the office or have construction vehicles on site. We will only operate clerical work on the premises such as book keeping and accounting.</i>				
11.a. If Non-Residential - Office Use: <u>154</u> SF or Retail/Restaurant Use: _____ SF				
11.b. Days & Hours of Operation (include special events): <i>MON - FRI 9AM - 6PM</i>				
11.c. Number of Employees on Site at any One Time: <u>1</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>4779</u> SF (Code 9-13) Net Gross Floor Area if more than one use in building: <u>3732</u> SF If applicable, GFA devoted to carry-out service within restaurant: _____ SF				
11.f. Number of Off-street Parking Spaces Required: <u>17</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>17</u>				
11.h. Gross Floor Area of Dwelling (Home Business Only): _____ SF				
12. Application Fee Enclosed: (Fee schedule in Filing Instructions) <u>\$ 75</u>				

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

We hereby give James D. Fullerton the right to speak for us at any Town Planning Commission Meeting or Town Council meeting in connection with this application.

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: \_\_\_\_\_  
Clifton Professional Offices, LLC

DATE: 08/30/2022

PROPERTY OWNER SIGNATURE: \_\_\_\_\_  
by James D. Fullerton, Managing Member

DATE: 8/30/22

**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 \_\_\_\_\_

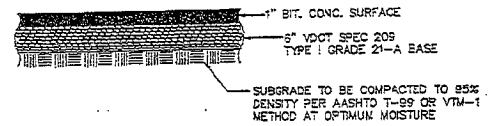
CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**PARKING TABULATION**

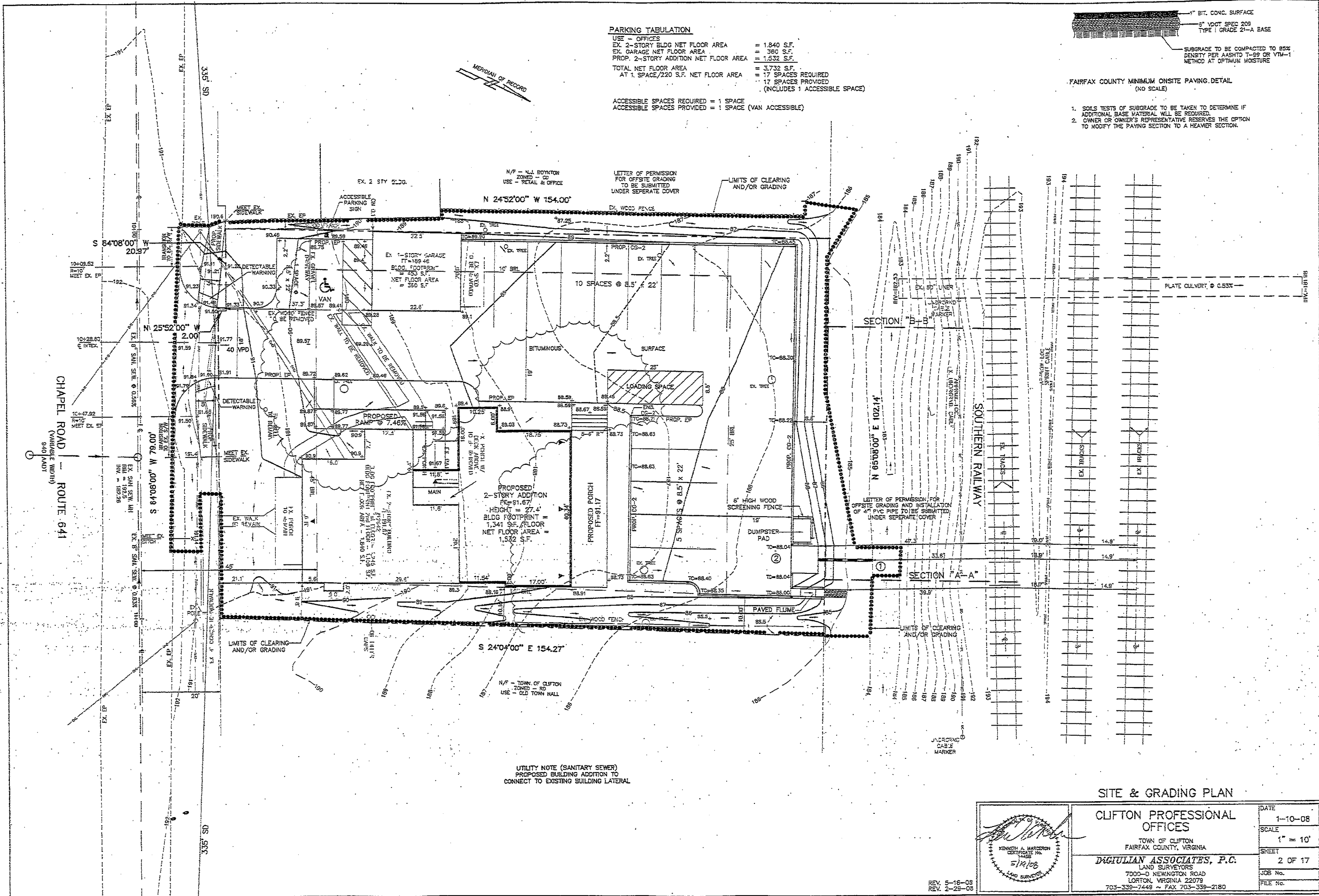
USE - OFFICES	
EX. 2-STORY BLDG NET FLOOR AREA	= 1,840 S.F.
EX. GARAGE NET FLOOR AREA	= 380 S.F.
PROP. 2-STORY ADDITION NET FLOOR AREA	= 1,532 S.F.
TOTAL NET FLOOR AREA	= 3,732 S.F.
AT 1 SPACE/220 S.F. NET FLOOR AREA	= 17 SPACES REQUIRED
	= 17 SPACES PROVIDED
	(INCLUDES 1 ACCESSIBLE SPACE)

ACCESSIBLE SPACES REQUIRED = 1 SPACE  
 ACCESSIBLE SPACES PROVIDED = 1 SPACE (VAN ACCESSIBLE)



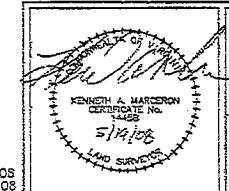
FAIRFAX COUNTY MINIMUM ONSITE PAVING DETAIL  
 (NO SCALE)

1. SOILS TESTS OF SUBGRADE TO BE TAKEN TO DETERMINE IF ADDITIONAL BASE MATERIAL WILL BE REQUIRED.
2. OWNER OR OWNER'S REPRESENTATIVE RESERVES THE OPTION TO MODIFY THE PAVING SECTION TO A HEAVIER SECTION.



UTILITY NOTE (SANITARY SEWER)  
 PROPOSED BUILDING ADDITION TO  
 CONNECT TO EXISTING BUILDING LATERAL

**SITE & GRADING PLAN**



**CLIFTON PROFESSIONAL OFFICES**  
 TOWN OF CLIFTON  
 FAIRFAX COUNTY, VIRGINIA  
**DI GIULIAN ASSOCIATES, P.C.**  
 LAND SURVEYORS  
 7000-D NEWINGTON ROAD  
 LORTON, VIRGINIA 22079  
 703-339-7449 ~ FAX 703-339-2180

DATE	1-10-08
SCALE	1" = 10'
SHEET	2 OF 17
JOB No.	
FILE No.	

REV. 5-16-08  
 REV. 2-25-08

Clifton Professional Offices - 12642 Chapel Road Tax Map 75-4 ((2)) 22  
 Total Gross Floor Area: 4779 SF  
 Total Net Floor Area: 3732 SF (per approved Site Plan)

**PARKING TABULATION**

PO Add	UNIT #	TENANT	NET FLOOR AREA	Parking Required	USE PERMIT APPROVAL DATE
NA	Office 1	Fullerton & Knowles	185 SF		
"	Office 2	-----	144 SF		
"	Office 3	-----	141 SF		
"	Office 6	Clifton Contracting	154 SF	1	
"	Office 7	-----	155 SF		
"	Office 12	-----	166 SF		
"	Office 13	-----	239 SF		
"	Office 18	Conference	180 SF		
	<b>Sub-Total</b>	Fullerton & Knowles	<b>1505 SF</b>	<b>5</b>	8/31/09
H	Office 8	vacant	155 SF		
F	Office 9	Kauffman Group, Inc.	178.5 SF		
I	Office 10	Coticelli Group, LLC	141 SF	1	
	Office 11	File room	81 SF		
	Office 14	Core Outdoor	95 SF		
C	Office 15	Core Outdoor	180 SF	3	
D	Office 16	Signature Aesthetics LLC	146 SF	2	
E	Office 17	Core Outdoor	141 SF		
G	Office 19	Vacant	80 SF		
B	Suite B Garage	CJS Design Studio, LLC	360 SF	2	

**Total Parking Spaces Required: 14**  
**Total Parking Spaces Provided: 17**  
**Number of Loading Spaces: 1**  
**Number of Handicap Spaces: 1**

Revision Date-June 27, 2022



**TOWN OF CLIFTON, VIRGINIA**  
**APPLICATION NOTICE**  
**FOR**  
**USE PERMIT**

**PROPERTY ADDRESS:** 12642 Chapel Road

**APPLICANT(S):** Clifton Contracting LLC by Office Manager Renee Modolo

**PURPOSE OF APPLICATION:** Commercial Use Permit

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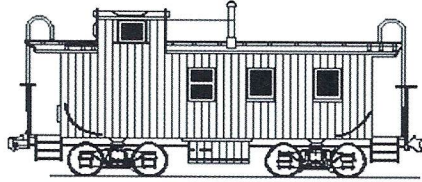
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**PLANNING COMMISSION MEETING DATE:** 09/27/2022

**TOWN COUNCIL MEETING DATE:** 10/04/2022

**DATE POSTED:** 08/30/2022

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**

<b>Property Address:</b> 7137B Main Street Clifton, VA 20124		<b>Date: [Month / Year]</b> January 2022		
<b>1. Type of Permit:</b>	<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 (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
<b>2. Name of Applicant:</b> Rios Partners <b>Mailing Address:</b> 1777 N Kent St, Suite 400 Arlington, VA, 22209				
<b>Phone:</b> 915-238-6884; 240-444-2511 <b>Email Address:</b> joshua.riojas@riospartners.com; zachary.osborne@riospartners.com				
<b>3. Name of Property Owner (if different):</b> Town of Clifton <b>Mailing Address:</b> PO Box 309 Clifton, VA 20124				
<b>4. Name of Business / Organization:</b> <span style="border: 1px solid black; padding: 2px 20px;">Rios Partners, LLC.</span>				
<b>5. Owner of Business / Organization:</b> <span style="border: 1px solid black; padding: 2px 20px;">Joshua Riojas, Zachary Osborne</span>				
<b>6. Tax Map Number:</b> 0754 02 0010				
<b>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.</b>				
				<input type="checkbox"/> Plat Attached

<b>8. Attach Floor Plan to Scale (non-residential &amp; home business):</b>		<input type="checkbox"/> Floor Plan Attached	
<b>9. Zoning District of Premises:</b>	<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"/> Church, Park, Community Building		<input type="checkbox"/> Industrial (Code 9-22)
	<input type="checkbox"/> Community Open Space & Recreation (COSR) (Code 9-23A)		<input type="checkbox"/> Low Impact Commercial (Code 9-23B)
<b>10. Describe Purpose of Application:</b>			
Adding Rios Partners to use of 7137B Main St			
<b>10. If Commercial, Home Business, Agricultural or Industrial:</b>			
<b>11. Describe Operation:</b>			
Commercial office will be used to conduct diversified management consulting with government, non-profit, and private sector clients.			
<b>11.a. If Non-Residential - Office Use:</b> <u>690</u> SF or <b>Retail/Restaurant Use:</b> _____ SF			
<b>11.b. Days &amp; Hours of Operation (include special events):</b> Monday-Friday 7:00am-6:00pm			
<b>11.c. Number of Employees on Site at any One Time:</b> <u>4</u>			
<b>11.d. Number of Seats (Restaurant/Church): Total:</b> _____. <b>If applicable, provide number of seats located Inside:</b> _____ <b>and; Outside:</b> _____			
<b>11.e. Gross Floor Area (GFA) of Building or /Premises:</b> _____ SF (Code 9-13) <b>Net Gross Floor Area if more than one use in building:</b> _____ SF <b>If applicable, GFA devoted to carry-out service within restaurant:</b> _____ SF			
<b>11.f. Number of Off-street Parking Spaces Required:</b> _____ (Code 9-13)			
<b>11.g. Number of Off-street Parking Spaces Provided* (attach parking plan to scale with dimensions identifying existing and proposed parking spaces):</b> _____			
<b>11.h. Gross Floor Area of Dwelling (Home Business Only):</b> _____ SF			
<b>12. Application Fee Enclosed:</b>			
(Fee schedule in Filing Instructions) \$ <u>75</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: Joshua Rojas DATE: 05 / 23 / 2022

PROPERTY OWNER SIGNATURE: [Signature] DATE: 9/7/2022

**FOR TOWN USE ONLY**

RECEIPT DATE: \_\_\_\_\_ DATE APPLICATION ACCEPTED: \_\_\_\_\_

APPLICATION FEE PAID: \$ \_\_\_\_\_

APPROVED  DISAPPROVED

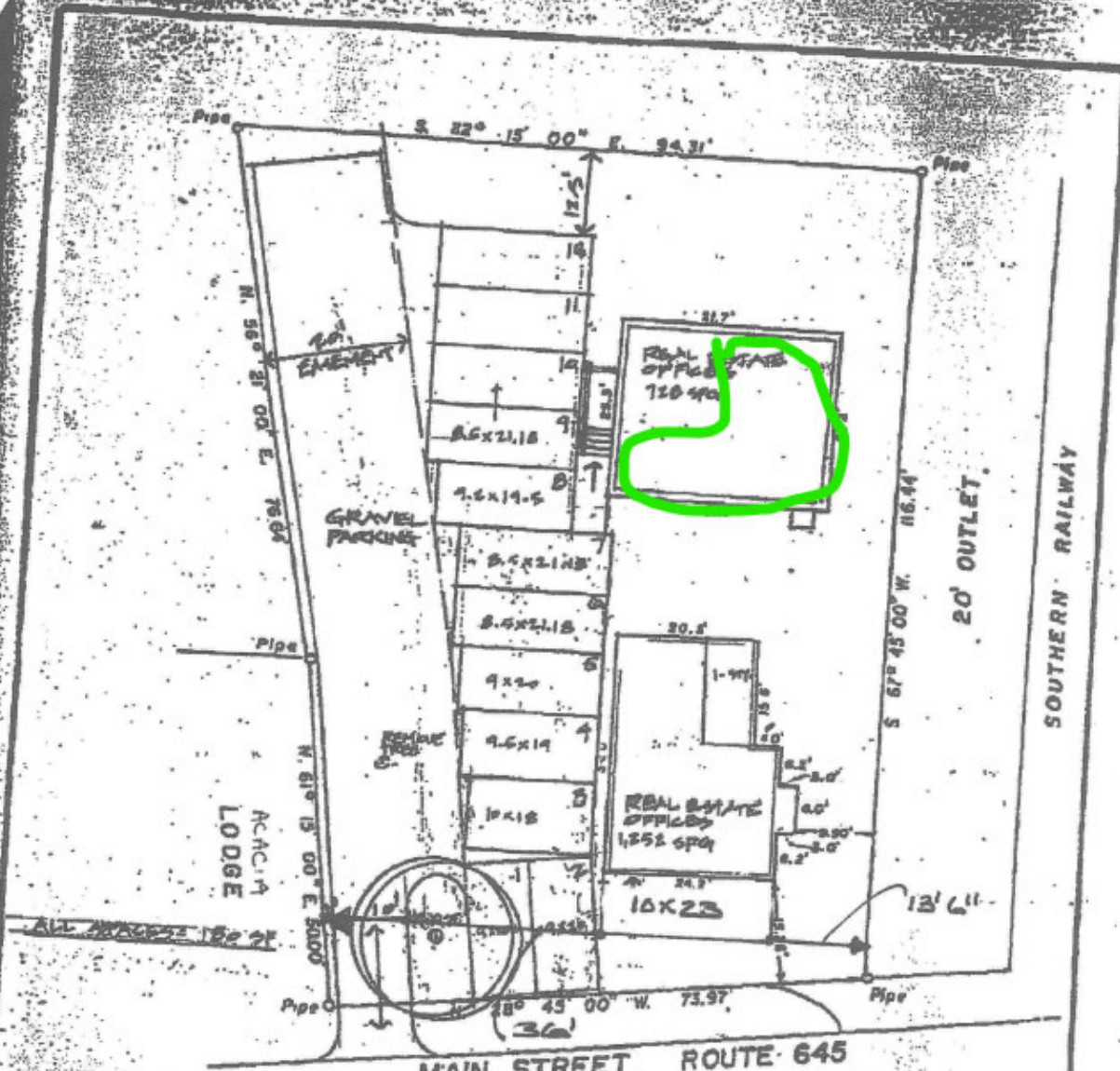
PLANNING COMMISSION: \_\_\_\_\_  
SIGNATURE PRINT

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

APPROVED  DISAPPROVED

TOWN COUNCIL: \_\_\_\_\_  
SIGNATURE PRINT

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



PROPERTY OF  
**MARY ELIZABETH LEE**  
 TOWN OF CLIFTON  
 FAIRFAX COUNTY, VIRGINIA  
 SCALE: 1"=20'      OCT. 7, 1985



*J. HURACE JARRETT*

## Parking Tabulation for Commercial Uses\*

Applicant: Helmer for Virginia & George Barker

Name and Address of Property: Pink House: 7137-B Main Street

Date: January 7, 2020

Use: Commercial Office

Total Gross Floor Area of Building: N/A \_\_\_\_\_ SF

Total Net Floor Area of Building: 690 \_\_\_\_\_ SF

UNIT #	TENANT	NET FLOOR AREA	NUMBER OF EMPLOYEES	NUMBER OF SEATS, IF APPLICABLE	PARKING SPACES REQUIRED	USE PERMIT APPROVAL DATE
A	Belle Jar	1,100	Retail	N/A	6	9-1-2015
B	Helmer-Barker	690	Office	N/A	3	1-7-2020
<b>TOTAL</b>					9	

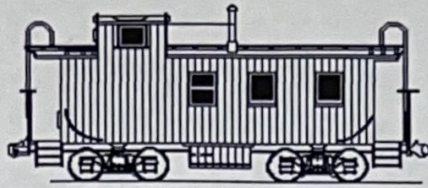
Total Parking Spaces Required: 9

Total Parking Spaces Available: 11

Number of Loading Spaces: 0

Number of Handicap Spaces: 0

\*All uses/tenants in the building must be included in this tabulation.



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 7140 Main Street		Date: [Month / Year] 9/2022		
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 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 checked="" type="checkbox"/> Restaurant			
	<input type="checkbox"/> Bed & Breakfast			
	<input type="checkbox"/> Multi-Family			
2. Name of Applicant: Kevin McWamara				
Mailing Address: 12654 Heron Ridge DR Fairfax VA 22030				
Phone: 703 447 1292				
Email Address: mainstreetpubclifton@gmail.com				
3. Name of Property Owner (if different): Judy McWamara				
Mailing Address: 4946 Wyndham Creek Ct. Fairfax VA 22030				
4. Name of Business / Organization: The Main Street Pub				
5. Owner of Business / Organization: from: McWamaras Enterprises To: McWamara Hollowell LLC Judy McWamara Kevin McWamara Chris Hollowell				
6. Tax Map Number:				
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: <i>Transfer of ownership use permit to stay the same</i>				
10. If Commercial, Home Business, Agricultural or Industrial:				
11. Describe Operation: <i>Transfer of ownership from McNamara enterprises to McNamara Hollowell LLC</i>				
11.a. If Non-Residential - Office Use: _____ SF or Retail/Restaurant Use: <u>2284</u> SF				
11.b. Days & Hours of Operation (include special events): <i>7 days a week 7am - 12am</i>				
11.c. Number of Employees on Site at any One Time: <u>6</u>				
11.d. Number of Seats (Restaurant/Church): Total: <u>53</u> . If applicable, provide number of seats located inside: <u>33</u> and; Outside: <u>20</u>				
11.e. Gross Floor Area (GFA) of Building or /Premises: <u>2284</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>19</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>19</u>				
11.h. Gross Floor Area of Dwelling (Home Business Only): _____ SF				
12. Application Fee Enclosed: (Fee schedule in Filing Instructions) \$ <u>75<sup>00</sup></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: [Signature]

DATE: 9/13/2022

PROPERTY OWNER SIGNATURE: [Signature]

DATE: 9/13/2022

**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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- NOTES: 1. FENCES ARE FRAME.  
 2. AREA = 6,585 S.F. (C)  
 AREA = 6,580 S.F. (R)

RECORD NORTH

**FORD LANE** R/W WIDTH ±20'

S 60°30'00" W  
 S 60°30'00" W

129.06' (COMPUTED)  
 129' (RECORDED)

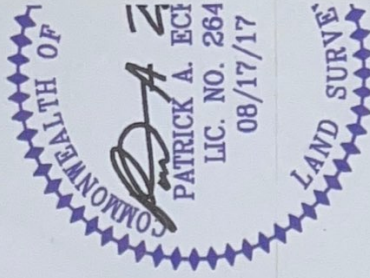
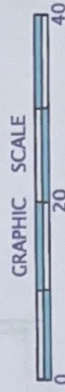
N 31°19'00" W 49.00'

**MAIN STREET**  
 WIDTH VARIES



PLAT  
 SHOWING BUILDING LOCATION ON  
**# 7140 MAIN STREET**

TOWN OF CLIFTON  
 FAIRFAX COUNTY, VIRGINIA  
 SCALE: 1" = 20' AUGUST 16, 201



CASE NAME:  
**MCNAMARA ENTERPRISES, INC.**  
 ORDERED BY:  
**COMMERCIAL TITLE GROUP**

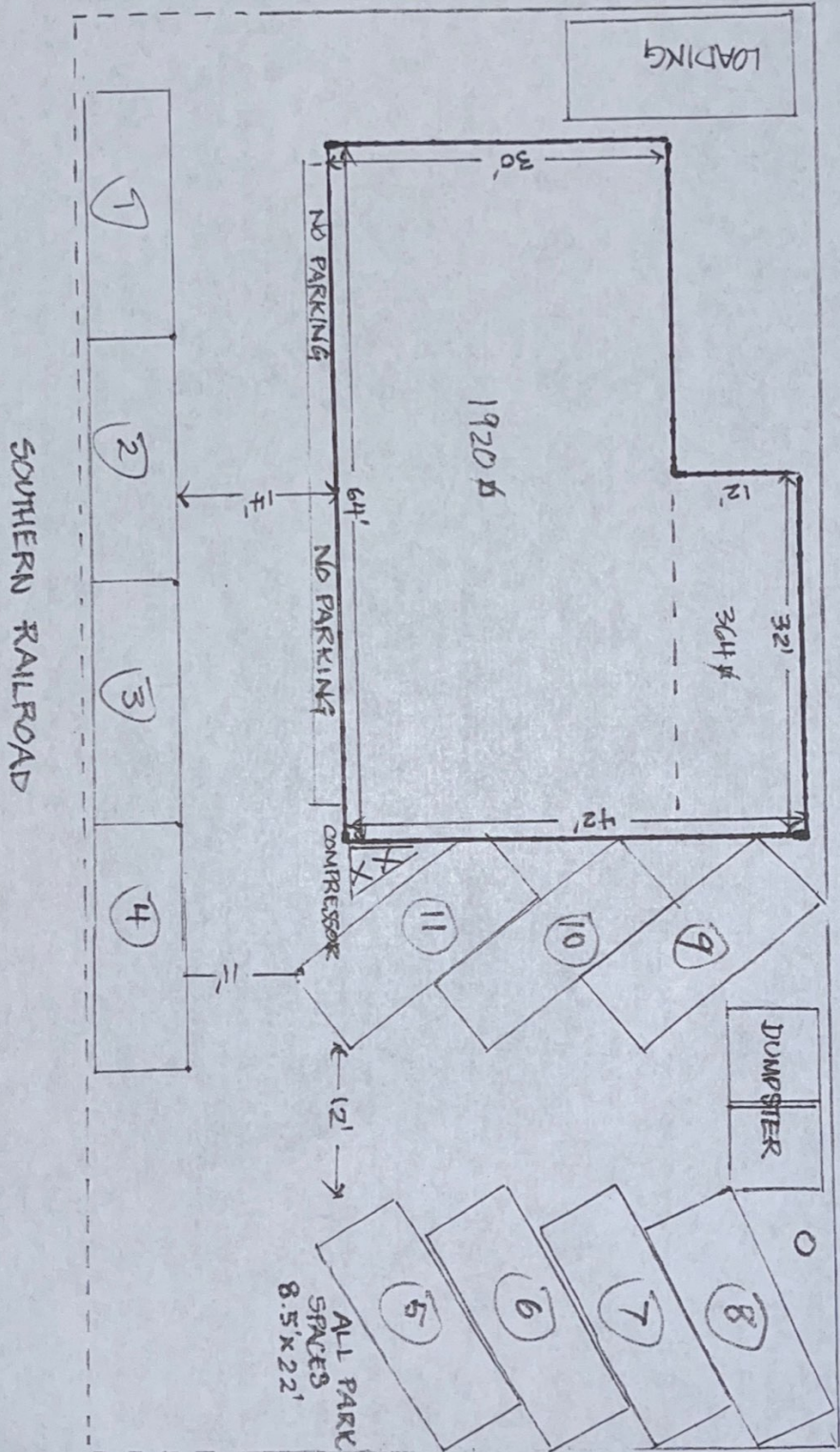
**ALTERRA SURVE**  
 11350 RANDOM HILLS F  
 FAIRFAX, VIRGINIA  
 TEL. NO. 703-520  
 INBOX@ALTERRASURV

OF THE EXISTING  
 HAS BEEN ESTABLISHED  
 INSTRUMENT SURVEY  
 THEREWISE SHOWN THERE  
 ENCROACHMENTS.

WITHOUT THE BENEFIT OF  
 THIS PLAT IS SUBJECT TO  
 AND EASEMENTS OF RECORD  
 ID. NO CORNER MARKERS SET.

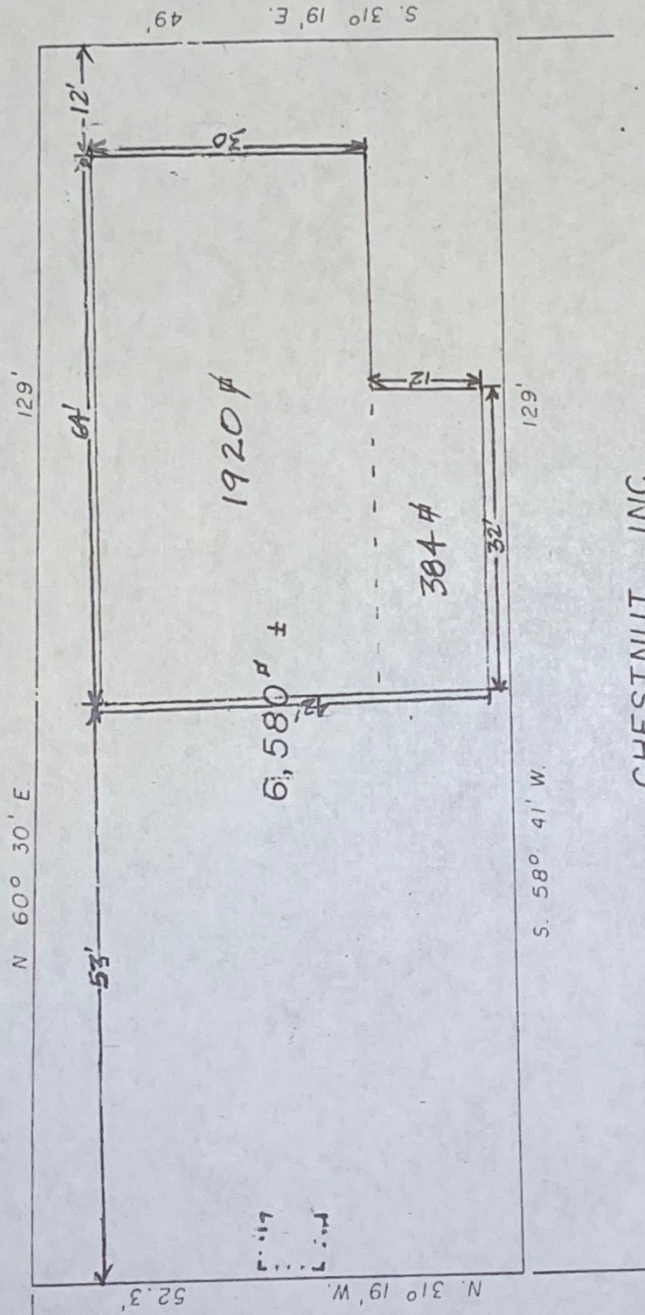
CLIFTON CAFE REALTY, LLC

MAIN STREET



SOUTHERN RAILROAD

SOUTHERN RAILROAD



MAIN STREET

CHESTNUT, INC.

CHESTNUT, INC.



SCALE. 1" = 20'

## PARKING AGREEMENT

This Parking Agreement, dated as of March 1, 2015 (this "Agreement") is entered into between Acacia Lodge No. 16, A.F. & A.M. (the "Lodge") and McNamara Enterprises, Inc., d/b/a The Clifton Store, The Main Street Pub and A Flower Blooms in Clifton (the "User").

WHEREAS, the User has requested the Lodge to permit up to eight parking spaces located on property owned by the Lodge at 7135 Main Street, Clifton, Virginia (the "Property") to be used by employees of the User at times that are not in conflict with uses scheduled by the Lodge, for a period commencing March 1, 2015 and ending on December 31, 2016 (the "Period").

WHEREAS, the Lodge has agreed to permit up to eight spaces to be so used by employees of the User on the terms specified in this Agreement.

NOW, THEREFORE, the Lodge and the User hereby agree as follows:

1. The User is authorized to use up to eight parking spaces on the Property, indicated on the attachment as items 1-8 (together, the "Spaces"), not earlier than 6 a.m. or later than 2 a.m. on dates and at times during the Period which are not identified as dates and times for activities on the Property by the Lodge or other organizations (the "Permitted Times") on the web site of the Lodge, [www.acacia16.org](http://www.acacia16.org), under the tab entitled Calendar (the "Calendar"). The User acknowledges that, whether or not an activity appears on the Calendar, the Spaces are not permitted to be so used (i) on and after 5 p.m. on the first Thursday of each month, (ii) on and after 5 p.m. on each date on which a Masonic ceremonial degree (i.e. EA Degree, FC Degree, MM Degree) appears on the Calendar, (iii) on and after 6 p.m. on the last Tuesday of each month, and (iv) any date on which an event is held in the Town of Clifton, Virginia that causes the streets to be closed (i.e. Clifton Day, Clifton Car Show) (the "Excluded Periods").
2. If activities (other than during the Excluded Periods) appear on the Calendar, the User may contact the Lodge by email at [www.Master@Acacia16.org](mailto:www.Master@Acacia16.org) to inquire if any of the Spaces may be available for use by the User, and the User will refrain from using any of the Spaces during that portion of the Permitted Times during which activities are indicated on the Calendar to be held on the Property unless notified otherwise by the Lodge.
3. In consideration of the User's right to use the Spaces during the Permitted Times for the Period, the User hereby agrees to pay, and the Lodge agrees to accept, \$130 for each month during the Period.

IN WITNESS WHEREOF, the parties have executed this Agreement as of March 1, 2015.

ACACIA LODGE NO. 16, A.F. & A.M.

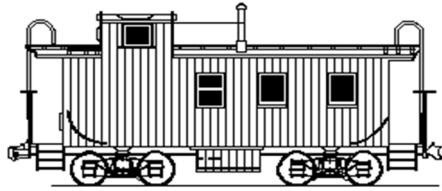
By: 

Dwight Nichols, Worshipful Master

McNAMARA ENTERPRISES, INC.

By: 

Name/Title:



**TOWN OF CLIFTON, VIRGINIA**

**Use Permit Application**

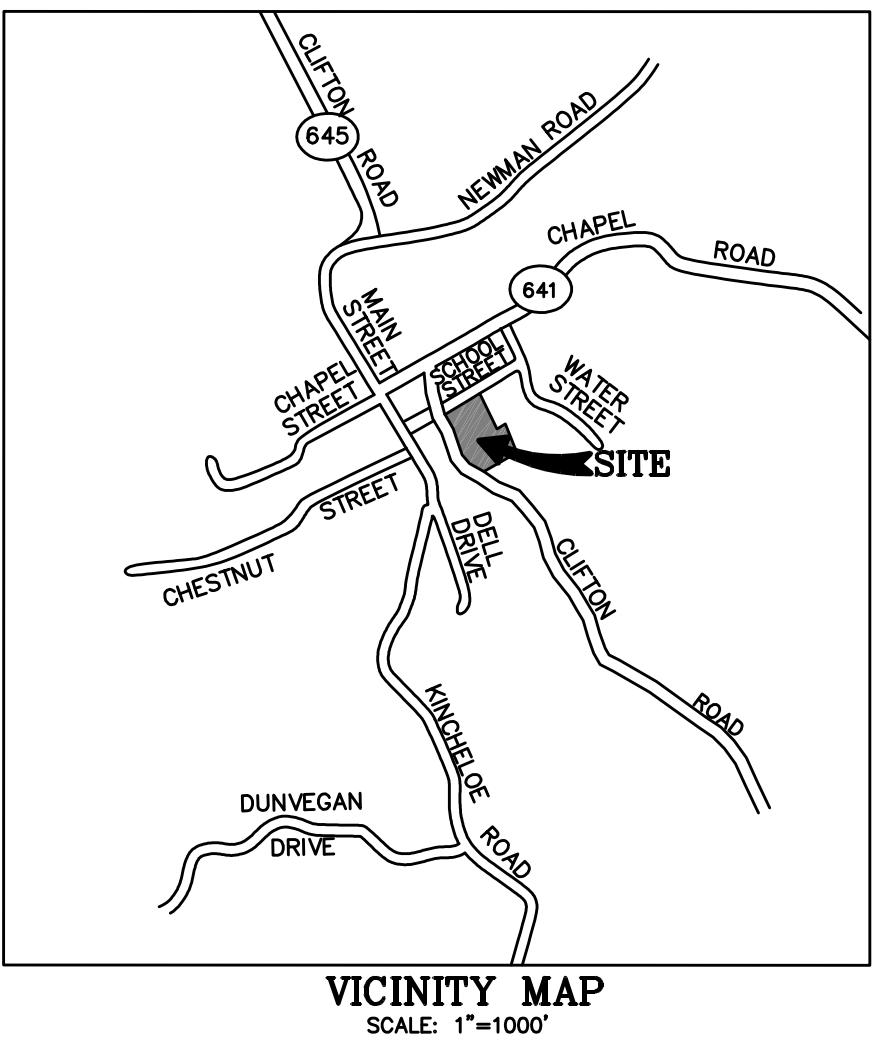
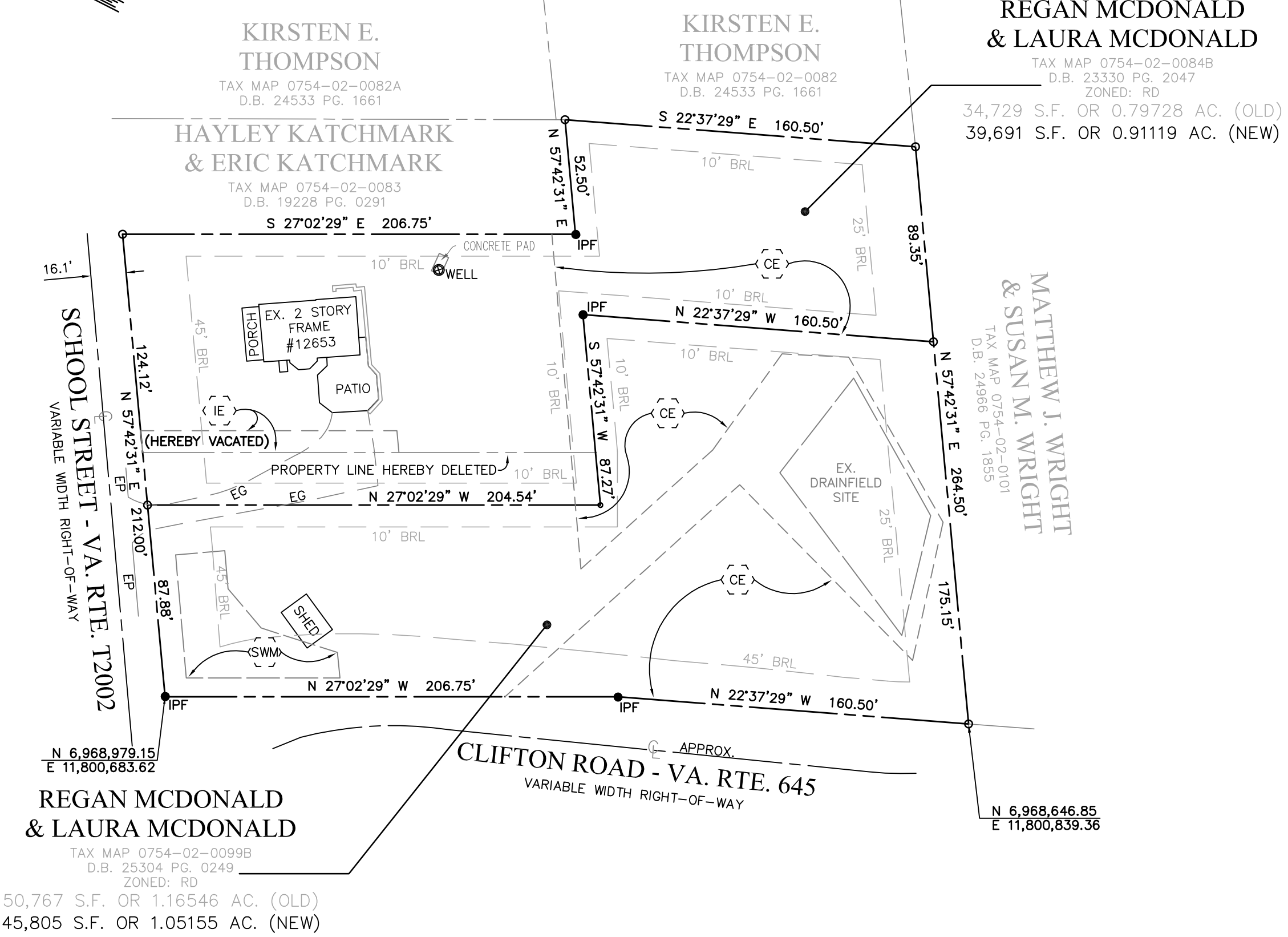
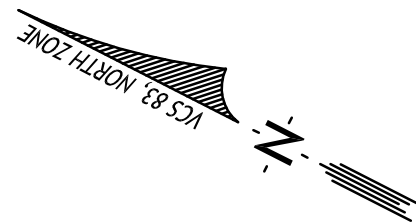
<b>Property Address:</b> 12653 School St. and 7169 Clifton Rd.		<b>Date:</b> [Month / Year] 8/22		
<b>1. Type of Permit:</b>	<input type="checkbox"/> Construction <input type="checkbox"/> Preliminary Site Plans Attached	<input type="checkbox"/> Commercial <input type="checkbox"/> Office <input type="checkbox"/> 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 checked="" type="checkbox"/> Boundary Line Adjustment/Lot Consolidation (Code 10-57 to Code 10-59)	<input type="checkbox"/> Public Use
<b>2. Name of Applicant:</b> Regan & Laura McDonald				
<b>Mailing Address:</b> 12653 School St.				
<b>Phone:</b> 571.242.3561				
<b>Email Address:</b> mcdonald.regan@gmail.com				
<b>3. Name of Property Owner (if different):</b>				
<b>Mailing Address:</b>				
<b>4. Name of Business / Organization:</b>				
<b>5. Owner of Business / Organization:</b>				
<b>6. Tax Map Number:</b> 0754-02-0084B and 0754-02-0099B				
<b>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.</b>				<input checked="" type="checkbox"/> Plat Attached

<b>8. Attach Floor Plan to Scale (non-residential &amp; home business):</b>		<input type="checkbox"/> Floor Plan Attached		
<b>9. Zoning District of Premises:</b>	<input checked="" type="checkbox"/> Residential (Code 9-19)  <input type="checkbox"/> Church, Park, Community Building	<input type="checkbox"/> Commercial (Code 9-21)	<input type="checkbox"/> Agricultural (Code 9-20)	<input type="checkbox"/> Industrial (Code 9-22)
	<input type="checkbox"/> Community Open Space & Recreation (COSR) (Code 9-23A)	<input type="checkbox"/> Low Impact Commercial (Code 9-23B)		
<b>10. Describe Purpose of Application:</b> <span style="color: blue;">Boundary line adjustment to align existing driveway from 7169 Clifton Rd. to 12653 School St. in accordance with Code of Town of Clifton, Virginia, ARTICLE 16, Section 10-57 d. This BLA also removes the existing access/egress easement on 12653 School St. See attached annotated plat detail. The provisions of Section 10-57 of the Town Code have been met.</span>				
<b>10. If Commercial, Home Business, Agricultural or Industrial:</b>				
<b>11. Describe Operation:</b>				
<b>11.a. If Non-Residential - Office Use:</b> _____ <b>SF</b> <b>or Retail/Restaurant Use:</b> _____ <b>SF</b>				
<b>11.b. Days &amp; Hours of Operation (include special events):</b>				
<b>11.c. Number of Employees on Site at any One Time:</b> _____				
<b>11.d. Number of Seats (Restaurant/Church): Total:</b> _____. <b>If applicable, provide number of seats located Inside:</b> _____ <b>and; Outside:</b> _____				
<b>11.e. Gross Floor Area (GFA) of Building or /Premises:</b> _____ <b>SF</b> (Code 9-13) <b>Net Gross Floor Area if more than one use in building:</b> _____ <b>SF</b> <b>If applicable, GFA devoted to carry-out service within restaurant:</b> _____ <b>SF</b>				
<b>11.f. Number of Off-street Parking Spaces Required:</b> _____ (Code 9-13)				
<b>11.g. Number of Off-street Parking Spaces Provided*</b> (attach parking plan to scale with dimensions identifying existing and proposed parking spaces): _____				
<b>11.h. Gross Floor Area of Dwelling (Home Business Only):</b> _____ <b>SF</b>				
<b>12. Application Fee Enclosed:</b>				
(Fee schedule in Filing Instructions)		\$ <span style="color: blue;">150.00</span> _____		

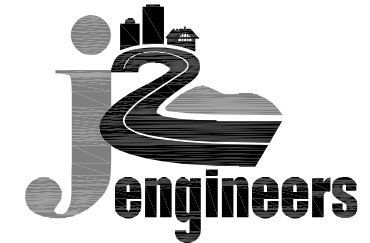
\*PLEASE INCLUDE A PARKING TABULATION FORM FOR BUILDINGS THAT HAVE MORE THAN ONE USER IN THE BUILDING.







VICINITY MAP  
SCALE: 1"=1000'



J2 Engineers, Inc.  
602 South King Street  
Suite 102  
Leesburg, VA 20176  
703.361.1550 (office)  
571.291.9365 (fax)  
www.j2engineers.com

No.	DATE	DESCRIPTION

**EASEMENT LEGEND**

(CE)	EX. CONSERVATION EASEMENT D.B. 22636, PG. 850
(SWM)	EX. STORMWATER MANAGEMENT EASEMENT D.B. 22636, PG. 850
(IE)	EX. 10' INGRESS/EGRESS EASEMENT D.B. 22636, PG. 850 <b>(HEREBY VACATED)</b>

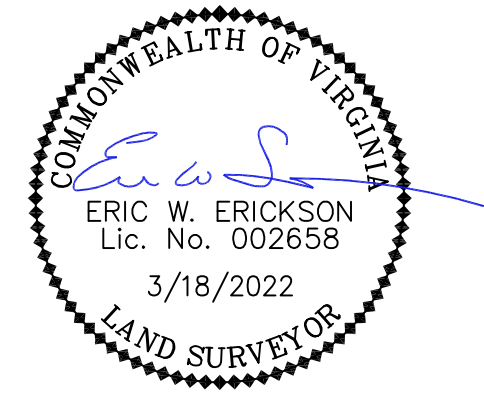
**NOTES**

1. THE PROPERTIES SHOWN HEREON ARE IDENTIFIED AS FAIRFAX COUNTY TAX MAPS: 0754-02-0084B AND 0754-02-0099B ARE ZONED RD (RESIDENTIAL DISTRICT).
2. THE PROPERTIES SHOWN HEREON ARE NOW IN THE NAMES OF REGAN MCDONALD AND LAURA MCDONALD AS RECORDED IN DEED BOOK 23330, PAGE 2047 AND DEED BOOK 25304, PAGE 0249, BOTH AMONG THE LAND RECORDS OF FAIRFAX COUNTY, VIRGINIA.
3. THE PROPERTIES SHOWN HEREON ARE SUBJECT TO ALL COVENANTS OF RECORD. THE PLAT PREPARER HAS NOT BEEN PROVIDED A CURRENT TITLE REPORT AND THUS CANNOT STATE AS TO THE EXISTENCE OF ALL EASEMENTS, COVENANTS, AND RESTRICTIONS THAT MAY EXIST ON THE SUBJECT PROPERTIES.
4. THE PREVIOUSLY RECORDED RIGHTS-OF-WAY, EASEMENTS, OR OTHER INTEREST OF THE COUNTY REMAIN IN FULL FORCE AND EFFECT UNLESS SHOWN OTHERWISE ON THIS PLAT.
5. THIS PLAT COMPLIES FULLY WITH CHAPTER 11 (CHESAPEAKE BAY PRESERVATION ORDINANCE), CODE OF TOWN OF CLIFTON, VIRGINIA 2000 WITH REVISIONS THROUGH NOVEMBER 4, 2020.
6. BOUNDARY INFORMATION SHOWN HEREON HAS BEEN COMPILED FROM EXISTING LAND RECORDS AND A PARTIAL FIELD SURVEY PERFORMED BY J2 ENGINEERS ON MARCH 8, 2022.

**SURVEYOR'S CERTIFICATE**

I, ERIC W. ERICKSON, A DULY LICENSED LAND SURVEYOR IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT THE PROPERTIES SHOWN HEREON ARE NOW IN THE NAMES OF REGAN MCDONALD AND LAURA MCDONALD AS RECORDED IN DEED BOOK 23330, PAGE 2047 AND IN DEED BOOK 25304, PAGE 0249, BOTH AMONG THE LAND RECORDS OF FAIRFAX COUNTY, VIRGINIA.

I FURTHER CERTIFY THE LAND SHOWN ON THIS PLAT LIES ENTIRELY WITHIN THE BOUNDS OF THE ORIGINAL TRACT, THAT THIS PLAT REPRESENTS AN ACCURATE REPRESENTATION OF THE SAME, THAT NORTH MERIDIAN, BEARINGS AND COORDINATES ARE REFERENCED TO VIRGINIA COORDINATE SYSTEM (NAD 83) NORTH ZONE AND THAT IRON PIPES SHALL BE SET AT NEW PROPERTY CORNERS IN ACCORDANCE WITH THE SUBDIVISION ORDINANCE OF FAIRFAX COUNTY, VIRGINIA.



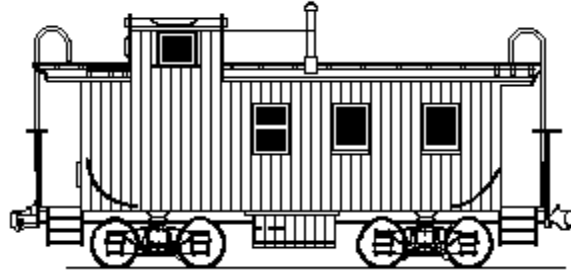
**AREA TABULATION**

AREA BEFORE BOUNDARY LINE ADJUSTMENT	
T.M. 0754-02-0084B:(OLD)	34,729 S.F. OR 0.79728 AC.
T.M. 0754-02-0099B:(OLD)	50,767 S.F. OR 1.16546 AC.
TOTAL:	85,496 S.F. OR 1.96274 AC.
AREA AFTER BOUNDARY LINE ADJUSTMENT	
T.M. 0754-02-0084B:(NEW)	39,691 S.F. OR 0.91119 AC.
T.M. 0754-02-0099B:(NEW)	45,805 S.F. OR 1.05155 AC.
TOTAL:	85,496 S.F. OR 1.96274 AC.



PLAT SHOWING  
BOUNDARY LINE ADJUSTMENT  
AND VACATION OF INGRESS/EGRESS EASEMENT  
ON THE LANDS OF  
**REGAN MCDONALD & LAURA MCDONALD**  
TAX MAP 0754-02-0084B  
DEED BOOK 23330 AT PAGE 2047  
AND  
TAX MAP 0754-02-0099B  
DEED BOOK 25304 AT PAGE 0249  
SPRINGFIELD DISTRICT  
TOWN OF CLIFTON  
FAIRFAX COUNTY, VIRGINIA

PROJECT	RM2201.3001
DATE	3/18/2022
DRAWING SCALE	1" = 50'
DRAWN BY	JG
APPROVED BY	EE



**CLIFTON TOWN PLANNING COMMISSION  
TUESDAY, SEPTEMBER 27, 2022, 7:30 PM  
ACACIA LODGE  
7135 MAIN STREET  
CLIFTON, VA 20124**

Order of Business:

1. Commercial Applications:
  - a. 12642 Chapel Road: Clifton Contracting LLC
  - b. 7137B Main Street: Rios Partners
  - c. 7140 Main Street: The Main Street Pub
2. Residential Boundary Line Adjustment Application:
  - a. 12653 School Street / 7169 Clifton Road
3. Approve July 26, 2022 Meeting Minutes.
4. Adjournment.