

CLIFTON TOWN PLANNING COMMISSION
TUESDAY, APRIL 25, 2023, 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.

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

Order of Business:

1. Residential Application:

- a. 7184 Clifton Road: Final Use Permit
See attached application.

The Planning Commission reviewed an application for a Final Use Permit for Construction from Josh Snyder of JLS Investments, LLC for construction and remodeling of a home and the replacement of the failing retaining walls at 7184 Clifton Road. The applicant demonstrated that all required Fairfax County permits have been obtained and final inspections passed, that the Architectural Review Board has confirmed that construction was completed in accordance with the ARB requirement, and that the construction has been completed in accordance with the Preliminary Use Permit and approved Plan of Development. It was noted that, upon issuance of the Final Use Permit for construction, the Planning Commission understands that the County will issue an occupancy certificate.

- **Chair Kalinowski moved to recommend approval of the Final Use Permit for Construction, seconded by Member Stein. The motion was approved by poll, 6-0.**

2. Zoning Ordinance – Update

- a. Ongoing Feedback on Proposed Re-ordering of Chapter 9 and Civil Penalties Addition.

A redlined draft of Chapter 9, reordered and with civil penalties included, will be sent to the Architectural Review Board to solicit review and feedback. For ease of reference, a redlined draft version of the proposed Article 17 will be sent to the Planning Commission for the ongoing review.

3. Approve March 28, 2023 Meeting Minutes.

- **Chair Kalinowski moved to approve the March 28, 2023 meeting minutes as presented, seconded by Member Sampson. The motion was approved by poll, 6-0.**

Minutes adopted on May 22, 2023 by the Planning Commission as presented.

4. Town Plan – Schedule Work Session.

The Planning Commission scheduled a work session for May 22, 2023 at 7:30 PM with respect to the Town Plan and as part of this discussion will request that consultant prepare designated segments of the present Town Plan to be distributed to those Town Committees having knowledge of and interest in the specified subject matter.

The Planning Commission will request that the Town Council provide the Planning Commission a list of those active and appointed Town committees and their contact persons. The Clerk will provide a mark-up version of the Town Commissions, Boards, and Committees Roster to the Town Council prior to their next meeting in order to expedite the process.

5. Adjournment.

The meeting was adjourned by general acclamation at 8:03 PM.



Amanda Christman <clerk@cliftonva.gov>

RE: Clifton Rd Building Permit Close-Out Proof

Amanda Christman <clerk@cliftonva.gov>
To: Josh Snyder <josh@homeprep.com>
Cc: Planning Commission <planning@cliftonva.gov>

Tue, Apr 25, 2023 at 3:49 PM

Josh,

Prior to the meeting tonight, kindly reply-all to this email and let us know that you certify that the new retaining walls conform to what was approved in the Plan of Development. It would be best if you would also attach photos of all the retaining walls for the Planning Commission's review. Thank you very much.

[Quoted text hidden]



Amanda Christman <clerk@cliftonva.gov>

RE: Clifton Rd Building Permit Close-Out Proof

Josh Snyder <josh@homeprep.com>
To: Amanda Christman <clerk@cliftonva.gov>
Cc: Planning Commission <planning@cliftonva.gov>

Tue, Apr 25, 2023 at 6:06 PM

Yes, I certify the walls were installed according to the site plan. I do not have photos but can stop to take some prior to the meeting.

Thank you,
Josh
[Quoted text hidden]



Amanda Christman <clerk@cliftonva.gov>

7184 Clifton Rd

Royce Jarrendt <royce.jarr@yahoo.com>
Reply-To: Royce Jarrendt <royce.jarr@yahoo.com>
To: Amanda Christman <clerk@cliftonva.gov>

Sat, Apr 15, 2023 at 10:55 AM

Amanda,

I made a site visit to 7184 Clifton Rd. to view the finished home. The work appears to be completed and my focus was mostly on the re-built retaining wall and guardrails. Those elements are in compliance with the ARB requirements as modified during the length of this project.

Please let me know if you need any additional information.

Regards,

Royce Jarrendt

One Dwelling, Inc.
703 932-5762



Amanda Christman <clerk@cliftonva.gov>

RE: Clifton Rd Building Permit Close-Out Proof

Smarr, Melissa <Amy.Smarr@fairfaxcounty.gov>

Wed, Apr 12, 2023 at 7:50 AM

To: Clifton Clerk <clerk@cliftonva.gov>

Cc: Josh Snyder <josh@homeprep.com>, "Hagerty, Scott" <Scott.Hagerty@fairfaxcounty.gov>

Amanda:

I just wanted to confirm that all of the building permits including the retaining wall permit has received approved final inspection.

I believe you said you were going to review the permitting staff in PLUS.

It is all updated.

Thank you very much.

Melissa

Melissa Smarr MPA, CPM

Branch Chief and Code Specialist III

Fairfax County Government

Land Development Services

Permits and Code Administration

Post Occupancy Enforcement and Public Outreach

[12055 Government Center Parkway, Suite 334](#)

[Fairfax, Virginia 22035](#)

703-401-9021 (work cell)

703-324-1929 (office)

703-653-1307 (fax)

Quick links to help you navigate Land Development Services (LDS):

Filing a complaint link:

<https://plus.fairfaxcounty.gov/CitizenAccess/Cap/CapHome.aspx?module=Enforcement&TabName=Enforcement&TabList=Home%7C0%7CBuilding%7C1%7CEnforcement%7C2%7CEnvHealth%7C3%7CFire%7C4%7CPlanning%7C5%7CSite%7C6%7CZoning%7C7%7CCurrentTabIndex%7C2>

[LDS Permit Library](#) – See all the permit and record types available through LDS (updates ongoing).

[LDS PLUS Support](#) – For questions about using the Planning and Land Use System (PLUS), including FAQs and how-to videos.

[Schedule a Virtual Appointment](#) – Sign up for one-on-one support from LDS staff.

Walk-in customer support also available in the Herrity Building. [Learn more](#).

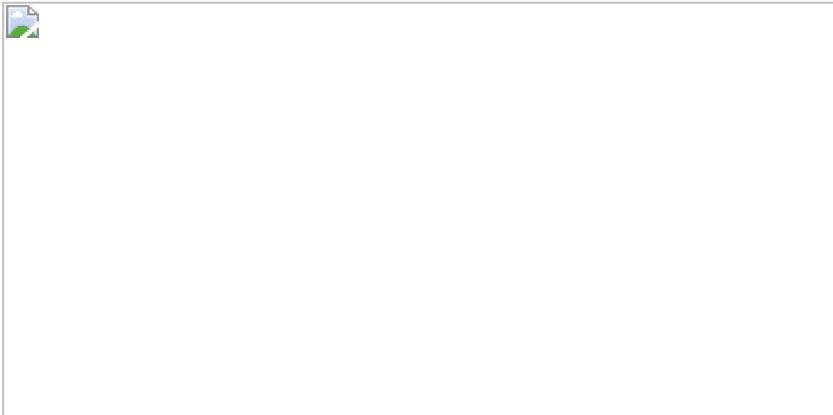
From: Josh Snyder <josh@homeprep.com>
Sent: Wednesday, April 12, 2023 6:12 AM
To: Smarr, Melissa <Amy.Smarr@fairfaxcounty.gov>
Subject: Clifton Rd Building Permit Close-Out Proof

Hi Melissa - Are you able to provide some sort of a hard copy or print-out showing that the building permits were all closed out that I can provide Town of Clifton?

Thanks,

Josh

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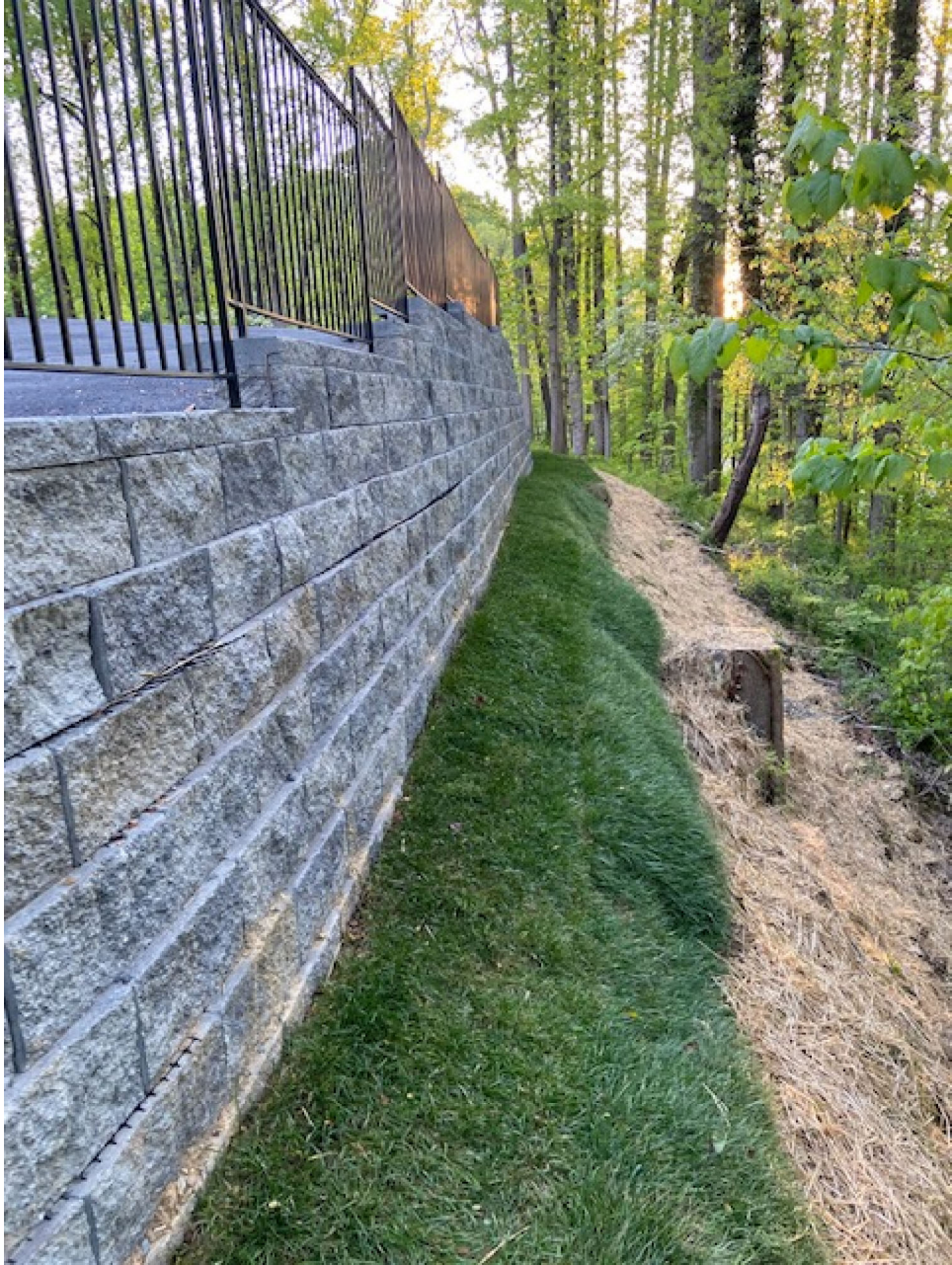
Mobile: [412-708-6708](tel:412-708-6708)

Office: [703-349-4624](tel:703-349-4624)

Email: josh@homeprep.com

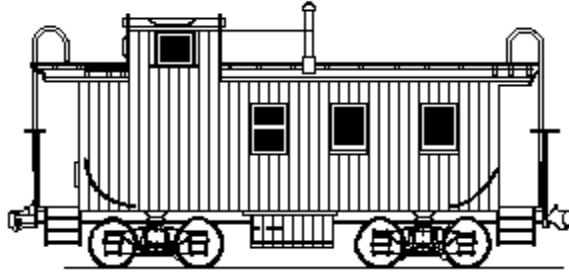
Web: homeprep.com











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4. Adjournment.