

**TOWN OF CLIFTON
PLANNING COMMISSION MEETING
TUESDAY, APRIL 28, 2020, 7:30 PM
ELECTRONIC MEETING VIA ZOOM**

Present: Kathy Kalinowski, Chairperson, Melissa Milne, Town Council Representative, Mac Arnold, Pat Pline, Michelle Stein, Terry Winkowski, Susan Yantis.
Staff: Amanda Christman, Town Clerk.
Guests: Jim Foley, property owner at 12644 Chapel Road; Kristin Meek, Use Permit applicant on behalf of WY Leadership.

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

In accordance with the Town of Clifton’s Emergency Uncodified Ordinance to Establish Methods to Assure Continuity in the Town of Clifton Government and Conduct of Planning Commission Members’ Meetings During the Novel Coronavirus Disease 2019 (COVID-19) Emergency under Virginia Code § 15.2-1413, the Town of Clifton Planning Commission is holding the Regular Meeting noticed herein electronically for the purpose of continuity of government of the Town of Clifton.

The meeting was conducted using Zoom teleconferencing audio and video service, and connection information was provided by the Town Clerk to members of the public who requested access to afford the opportunity to citizens to witness the operation of the Town of Clifton government.

Order of Business:

1. Resolution for Electronic Meetings – Planning Commission and ARB.
 - a. Ratifying the Application of the Town Council 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.
See attached Resolution.
 - **Chairperson Kalinowski moved to approve the Resolution, seconded by Member Arnold. The motion was approved by poll, 7-0.**
2. Review Parking Allocations at 12644 Chapel Road.
See attached Parking Tabulation Sheet Mark-up.

The Planning Commission and property owner will work with the existing tenants of the building to submit new Use Permit applications in situations where it is needed to update records and to correct parking tabulation. The Planning Commission will send copies of any newly-approved Use Permits to the property owner to insure accurate record-keeping.

3. Use Permit Application – WY Leadership, 12644 Chapel Road.

See attached Use Permit Application.

- **Chairperson Kalinowski moved to recommend the application for approval for an office use for executive coaching and leadership, at Suites 205 and 207, for usage of 425 net square feet for Monday thru Friday from 7AM-7PM with an allocation of 2 parking spaces, seconded by Council Representative Milne. The motion was approved by poll, 7-0.**

4. Unfinished Business:

a. Review Final Use Permit application for 7215 Dell Avenue.

i. Review Proffered Conservation Agreement.

See Attached Proposed Conservation Easement.

- **Chairperson Kalinowski moved to recommend approval of the conservation easement as presented, seconded by Member Arnold. The motion was approved by poll, 7-0.**
- **Chairperson Kalinowski moved to recommend approval of the Final Use Permit for 7215 Dell Avenue based on documentation demonstrating that all conditions of the Preliminary Use Permit have now been satisfied, seconded by Council Representative Milne. The motion was approved by poll, 7-0.**

b. Final Use Permit application for 7184 Clifton Road – Update.

The Clerk updated the Commission on progress made in reviewing the construction project at 7184 Clifton Road.

5. Adjournment.

- **Chairperson Kalinowski moved to adjourn, seconded by Member Stein. The motion was approved by poll, 7-0.**

The meeting was adjourned at 8:09 PM

**TOWN OF CLIFTON, VIRGINIA
PLANNING COMMISSION
COUNTY OF FAIRFAX**


~~RESOLUTION NO. 2020-~~

**PRESENTED: APRIL 28, 2020
ADOPTED: APRIL 28, 2020**

A RESOLUTION: RATIFYING THE APPLICATION OF THE TOWN COUNCIL 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.

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel Coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a public health emergency which constitutes a disaster as defined by Virginia Code § 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia Emergency Operations Center to provide assistance to local governments, and authorization for executive branch agencies to waive “any state requirement or regulation” as appropriate; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency, beginning March 1, 2020, in response to the spread of COVID-19; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

WHEREAS, on March __, 2020, the Clifton Mayor, as the local Director of Emergency Management, and Town liaison to the Fairfax Department of Emergency Management, declared a local emergency specifically finding that the COVID-19 pandemic constitutes a “disaster” as defined in Virginia Code § 44-146.16, being a “communicable disease of public health threat”; and

WHEREAS, by Executive Order Fifty-Three, effective March 24, 2020, Virginia Governor Northam prohibited public gatherings of greater than ten (10) persons in an effort to implement social distancing during the pandemic emergency; and

WHEREAS, by Executive Order Fifty-Five, effective March 30, 2020, Virginia Governor Northam issued a Stay at Home Order, and emphasized the prohibition on public gatherings of greater than ten (10) persons; and

WHEREAS, at a meeting on April 6, 2020, the Clifton Town Council, with a quorum physically present at the Clifton Town Office, adopted a Resolution and Policy that allows remote participation in Town Council, Planning Commission and Architectural Review Board meetings pursuant to Virginia Code § 2.2-3708.2; and

WHEREAS, Virginia Code § 15.2-1413 provides that, notwithstanding any contrary provision of law, a locality may, by ordinance, provide a method to assure continuity of government in the event of a disaster for a period not to exceed six months and the Council desires to ensure the continuity of government pursuant to section 15.2-1413 of the Code of Virginia, 1950, as amended; and

WHEREAS, at a meeting on April 16, 2020, the Clifton Town Council, while practicing social distancing, adopted an Emergency Uncodified Ordinance to Establish Methods to Assure Continuity in Town of Clifton Government and to Conduct Town Council Member Meetings During Novel Coronavirus Disease 2019 Emergency and such methods include the ability to conduct fully remote electronic participation meetings; and

WHEREAS, on April 24, 2020, Virginia Governor Northam signed amendments to the Code of Virginia which allowing public bodies to conduct electronic meetings without the necessity of a physical quorum during a declared emergency/disaster in order to transact business statutorily required or necessary to continue operations of the public body; and

WHEREAS, the Clifton Planning Commission desires to protect the health and safety of the public, elected appointed members and employees; abide by the Governor's Stay-at-Home Order; and follow the Federal and State social distancing and congregating directives; and

WHEREAS, the Clifton Planning Commission desires to undertake electronic meetings to continue the Town's business that is statutorily required and necessary for the continued operations of the Town.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Clifton, Virginia that the local pandemic emergency/disaster makes it unsafe to assemble in one location a quorum for public bodies or for the Planning Commission to conduct meetings in accordance with normal practices and procedures; and.

BE IT FURTHER RESOLVED that the following rules, actions, and regulations are effective immediately and shall remain so until the Continuity of Government Ordinance is repealed by the Town Council or until six (6) months from the date of adoption, whichever comes first; and

BE IT FURTHER RESOLVED that the Planning Commission hereby requests its officers and staff to take all steps reasonably necessary or appropriate to implement such

continuity procedures and to develop any specific procedures as applicable and appropriate for the Planning Commission, provided that such specific procedures are consistent with the terms and conditions of this ordinance.

CONTINUITY PROCEDURES FOR MEETINGS

Sec. A-1. Procedures for public meetings during the emergency.

For the duration of the emergency/disaster declared as part of this ordinance, the following procedures shall govern the meetings of the Clifton Planning Commission:

- a. Any meeting or activities which require the physical presence of members of the Planning Commission may be held through real time electronic means (including audio, telephonic, video or other practical electronic medium) without a quorum physically present in one location; and
- b. Prior to holding any such electronic meeting, the Planning Commission shall provide public notice of the electronic meeting as required by law and identify how the public may participate or otherwise offer comment; and ⁽¹⁾_(SEP)
- c. At the beginning of each such meeting, the following shall be stated that:
 1. the nature of the declared emergency makes it impracticable or unsafe for the Planning Commission to assemble in a single location; and
 2. the purpose of meeting is to discuss or transact the business statutorily required or necessary to continue operations of the Planning Commission and the discharge of its lawful purposes, duties, and responsibilities; and
 3. the Planning Commission shall make available a recording or transcript of the meeting on its website in accordance with the timeframes established in §§ 2.2-3707 and 2.2-3707.1 of the Code of Virginia.
- d. Any such electronic meeting of Planning Commission shall state on its agenda and at the beginning of such meeting that it is being held pursuant to and in compliance with this Resolution; identify Planning Commission members physically and/or electronically present; identify the persons responsible for receiving public comment; and identify notice of the opportunities for the public to access and participate in such electronic meeting; and ⁽¹⁾_(SEP)
- e. Any such electronic meeting of the Planning Commission shall be open to electronic participation by the public and closed to in-person participation by the public; and ⁽¹⁾_(SEP)
- f. For any matters requiring a public hearing, public comment may be solicited by electronic means in advance and shall also be solicited through telephonic or other electronic means during the course of the electronic meeting. All such public comments will be provided to members of the Planning Commission at or before the electronic meeting and made part of the record for such meeting; and ⁽¹⁾_(SEP)

- g. The minutes of all electronic meetings shall conform to the requirements of law, identify how the meeting was conducted, identify members participating, and specify what actions were taken at the meeting. The Planning Commission may approve minutes of an electronic meeting at a subsequent electronic meeting and shall later approve all such minutes at a regular or special meeting after the emergency and disaster has ended. []

PART B—DESIGNATION OF SUCCESSORS AUTHORIZED TO ACT DURING EMERGENCY DISASTER

Whenever the chair of the Planning Commission is unable to discharge the duties of the office, the vice chair of the Commission is authorized to discharge the same for the duration of any such disability. In the event that neither the chair nor vice chair is available to preside over a meeting of the Commission, then the remaining members of the Commission then present may appoint a chair pro tem from among their membership to preside during such meeting.

VOTE:

AYES: 7

NAYS: 0

ABSTENTIONS: 0

ABSENT FOR VOTE: 0

ADOPTED: April 28, 2020


Chair, Planning Commission

CERTIFIED:


Town Clerk

Town of Clifton

Commercial Parking Tabulation

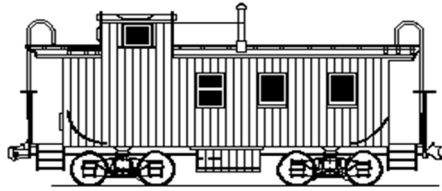
Property Name: Clifton House

Address: 12644 Chapel Road

Date: 4/24/2020

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
109, 110, 111	Market Financial						
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
113	NOVA Music Center	200	Office	N/A	N/A	2	
114	Advance Janitorial	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	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						
	Total based on Town records/Use Permits					58	



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 12644 Chapel Road, Suites 205 and 207 Clifton, VA 20124		Date: [Month / Year] 04/2020		
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:	Kristin Gregory Meek, CEO WY Leadership LLC			
Mailing Address:	8255 Crestridge Road Fairfax Station, VA 22039			
Phone:	914-629-5819			
Email Address:	kristin@wylleadership.com			
3. Name of Property Owner (if different):	National Realty Partners II LLC 365 Herndon Parkway, Suite 106 Herndon, VA 20170			
Mailing Address:	703-435-3800			
4. Name of Business / Organization:	WY Leadership LLC d/b/a WYLD Leadership			
5. Owner of Business / Organization:	Kristin Gregory Meek			
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 type="checkbox"/> Plat Attached *No construction being done			

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: Use permit for two office spaces in Clifton House, Suites 205 and 207.				
10. If Commercial, Home Business, Agricultural or Industrial: Commercial				
11. Describe Operation: Executive coaching and leadership development				
11.a. If Non-Residential - Office Use: <u>425</u> SF or Retail/Restaurant Use: <u>0</u> SF				
11.b. Days & Hours of Operation (include special events): Monday through Friday, 7am to 7pm (typically)				
11.c. Number of Employees on Site at any One Time: <u>1</u>				
11.d. Number of Seats (Restaurant/Church): Total: <u> </u> . If applicable, provide number of seats located Inside: <u> </u> and; Outside: <u> </u>				
11.e. Gross Floor Area (GFA) of Building or /Premises: <u>11897</u> SF (Code 9-13) Net Gross Floor Area if more than one use in building: <u>425</u> SF If applicable, GFA devoted to carry-out service within restaurant: <u> </u> 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): <u> </u> 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: Krista G Meek

DATE: 04/20/2020

PROPERTY OWNER SIGNATURE: Molly Buchness Managing Agent

DATE: 4/20/2020

FOR TOWN USE ONLY

RECEIPT DATE: _____

DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: \$ _____

APPROVED DISAPPROVED

PLANNING COMMISSION: _____
SIGNATURE

PRINT

CONDITIONS: _____

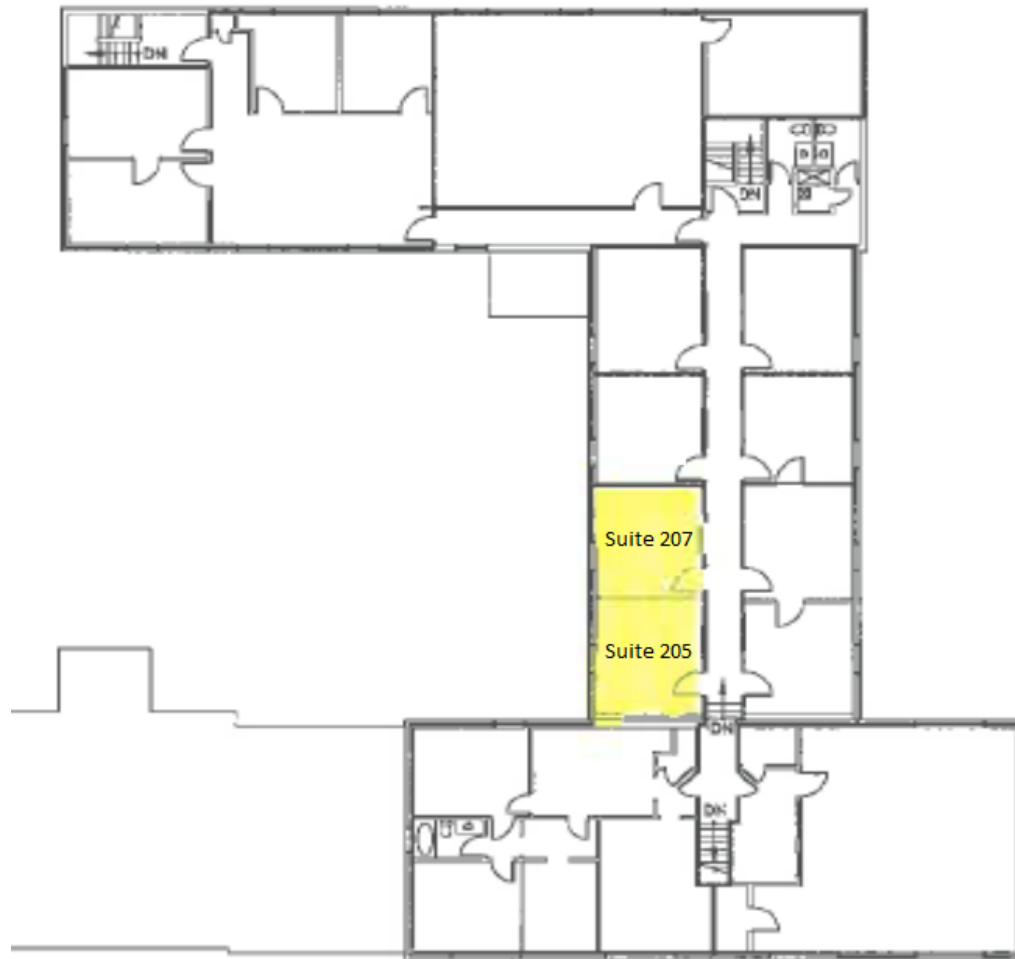
APPROVED DISAPPROVED

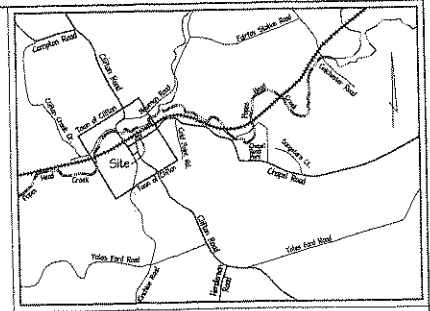
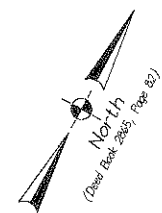
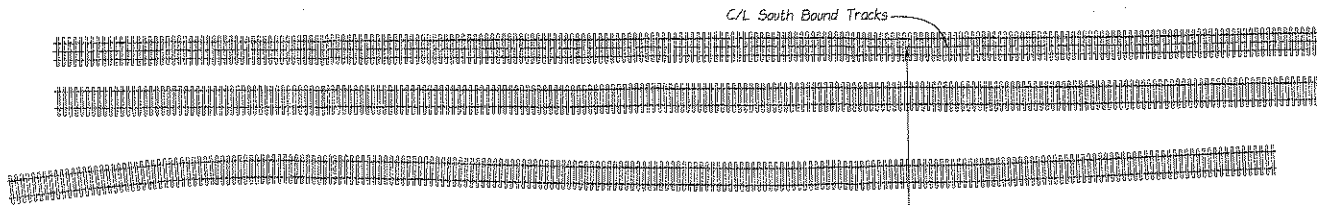
TOWN COUNCIL: _____
SIGNATURE

PRINT

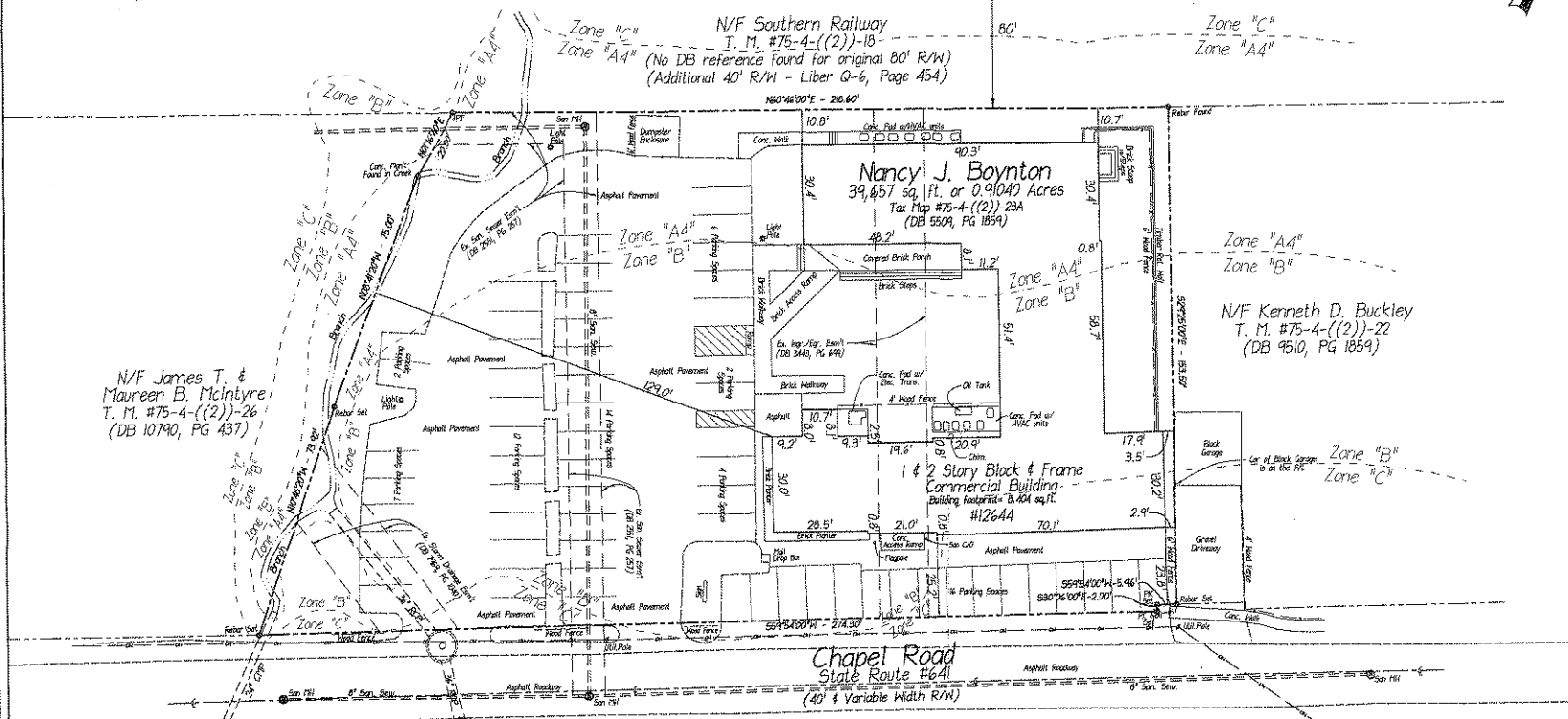
CONDITIONS: _____

Tenant's demised premises measures approximately 425 square feet as shown in the outlined area below.





Vicinity Map Scale: 1" = 2500'



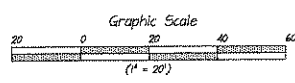
- 1) The property delineated herein is located on Fairfax County Tax Assessment Map #75-4-((2))-23A, and is zoned CD (Town of Clifton - Commercial Zone).
- 2) Current owner as recorded in Fairfax County Deed Book 5509, Page 1859, Nancy J. Boynton, 8134 Poplar Grove Drive, Warrenton, Virginia 20187
- 3) Title report from Commonwealth Land Title Insurance Company was provided and used for this survey. Effective date of commitment, August 30, 2006. Commitment #06-001670/RG 10 916 338.
- 4) Existing 10' sanitary sewer easement, as shown on plat attached to a deed recorded in Deed Book 2665, Page 82 as referenced in the above-mentioned title report has not been shown because no record was found that a second sanitary sewer easement was ever granted; furthermore, there are no facilities that occupy this second easement.
- 5) 15' Ingress/Egress Easement recorded in Deed Book 3443, Page 699 has been shown even though it is not referenced in the title report. No record was found that would extinguish this easement.
- 6) No easement or encumbrance has been shown for the "Notice of Order Judgement Affecting Interest in Real Estate" recorded in Deed Book 17544, Page 1620. The easement or encumbrance, if any, is unlocatable.
- 7) Improvements shown are based upon a current field survey by this firm.
- 8) Portions of the property delineated herein fall in Zone "A4", Zone "B" and Zone "C" based upon FEMA-FIA Flood Insurance Rate Map #5101046, dated May 2, 1977. Zone "A4" indicates areas of 100-year flood with base flood elevations and flood hazard factors determined. Zone "B" indicates an area between the limits of the 100-year flood and the 500-year flood. Areas of 100-year shallow flooding where depths are less than 1 foot. Zone "C" indicates areas outside of the 500-year flood.
- 9) No visible evidence exists that any portion of the site is used as a solid waste dump, sump or as a sanitary landfill.
- 10) No visible evidence exists that there are graves or burial sites on the property.

Surveyor's Certificate

This is to certify that this map or plat and the survey on which it was based were made in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys" jointly established and adopted by ALTA, ACSM and NSPS in 1999 and includes items #1, #2, #3, #4, #7, #8, #9, #10, #11A, #13 and #16 of "Table A" thereof. Pursuant to the accuracy standards as adopted by ALTA, ACSM and NSPS and in effect on the date of this certification, the undersigned further certifies that the survey measurements were made in accordance with the minimum angle and distance closure requirements for survey measurements which control land boundaries for ALTA/ACSM Land Title Surveys.

Thomas W. Kendall
 Thomas W. Kendall, LS #171
 Date: 10/10/06

28
 12
 7
 47 parking spaces
 250 70' x 10'
 217
 210
 9 40
 9 4
 16 540



Plat Showing
 ALTA/ACSM Land Title Survey
 Property of:
Nancy J. Boynton
 Tax Map Parcel #75-4-((2))-23A
 (Deed Book 5509, Page 1859)
 Town of Clifton, Virginia
 October 23, 2006 -- Scale: 1" = 20'

Kendall Consulting, Inc.
 Land Surveying & Land Planning
 P. O. Box 1569 - Fairfax, Virginia 22038
 Ph: (703) 591-1157 Fax: (703) 591-1518

Town of Clifton
Commercial Parking Tabulation

Property Name: Clifton House
Address: 12644 Chapel Road, Clifton, VA 22024
Date: 4/16/2020
Building Total Gross Floor Area: 11,766

SUITE #	TENANT NAME	NET FLOOR AREA	USE (Restaurant/Office/ Retail/Other Commercial Use)	NUMBER OF EMPLOYEES	NUMBER OF CUSTOMER SEATS	PARKING SPACES REQUIRED	PARKING SPACES PROVIDED
A & B	Motier	936	Retail/Restaurant	1	1	7	5
C & D	Wheelhouse Pilates	856	Retail	2	3	5	5
E	U.S. Post Office	540	Retail	1	0	1	3
F	Clifton Cleaners	762	Retail	1	0	4	4
108, 109, 111	Market Financial	576	Office	1	0	3	3
107	Coppermine Realty	192	Office	1	1	1	1
110	Creative Counseling	192	Office	1	1	2	1
112, 210	Anthony Reid	384	Office	2	0	2	2
113	NOVA Music Center	200	Office	1	1	2	1
114	Advance Janitorial Services	593	Office	1	1	2	3
115	GoldensHill Papercrafts	1,536	Retail	1	0	7	8
200, 202	Wheelhouse	885	Retail	1	2	4	5
203	Wheelhouse	773	Retail	0	3	3	4
204, 206, 208	AG Chem	584	Office	1	1	2	3
205, 207	WY Leadership	384	Office	1	0	0	1
209, 211	Kohlmark Flach Architects	392	Office	1	0	1	1
212	America, Inc.	1,075	Office	3	0	5	6
214	Coppermine Realty	956	Office	2	2	2	2

Total Parking Spaces Required: 53
Total Parking Spaces Provided: 63
Number of Loading Spaces: 0

DEED OF EASEMENT

THIS DEED OF EASEMENT is made this 9th day of MARCH, 2020 by and between John H. TENNENT, sole surviving tenant by the entirety, Alicia B. Tennent being deceased, (Grantor and hereinafter referred to as "Owner and THE TOWN OF CLIFTON, VIRGINIA, a body corporate and politic ("Town") ("Grantee").

WITNESSETH:

WHEREAS, the Owner is the fee simple owner of certain land located in Fairfax County, Virginia, with tax map number 75-4-2-0103 (the "Property"), as shown on the plat attached hereto and incorporated herein by this reference, dated January 10, 2014, entitled Plat Showing Conservation Easement The Land of John H. & Alicia B. Tennent, and prepared by Digiulian Associates, P.C. of Lorton, Virginia (the "Plat"), having acquired the Property by deed recorded in Deed Book 14295, at page 1958, among the land records of Fairfax County, Virginia ("Land Records"); and

WHEREAS, it is the desire and intent of the Owner to grant unto the Town the easement in the location as shown on the Plat, attached hereto and incorporated herein.

NOW THEREFORE, THIS DEED WITNESSETH THAT in consideration of the premises and the sum of Ten Dollars (\$10.00), the receipt and sufficiency of which are hereby acknowledged, the Owner does hereby grant unto the Town, its successors and assigns, a Conservation Easement for the purpose of conserving and preserving undisturbed the natural vegetation, topography, habitat and other natural features now existing on and across a portion of the Property, as is more particularly bounded and described on the Plat, attached hereto and incorporated herein. The easement is subject to the following terms and conditions:

1. No use shall be made of, nor shall any improvements be made within, the conservation easement area without prior written authorization from the Town.
2. All existing vegetation in the conservation easement area shall be preserved and protected, the removal of trees shall be prohibited (except for dead or dying trees and trees which may pose a hazard to public safety) and no clearing or grading shall be permitted, nor shall the easement area be denuded, defaced or otherwise disturbed without prior written approval of the Town.
3. The construction of accessory structures within the conservation easement area is prohibited, except for fences, utility services (including wells), storm sewer facilities and the like, which, if constructed, shall be done in the least disruptive manner possible, shall involve minimal tree removal, and shall be subject to the review and approval of the Town.
4. In the event of any violation of this conservation easement, the Owner of the Property shall be solely responsible for the restoration of the conservation easement area to its condition as of the date of the execution of this Deed. Further, the Town and its agents shall have the right, but not the obligation, to enforce the provisions of this Deed, including the right to enter upon the Property and restore the conservation easement area to the extent the Town may deem necessary. The cost of such restoration by the Town

shall be reimbursed to the Town by the Owner of the Property, their successors and assigns, upon demand.

- 5. The Owner agrees that the agreements and covenants stated in this Deed are not covenants personal to the Owner but are covenants running with the land, which are and shall be binding upon the Owner, their heirs, personal representatives, successors and assigns.

BY: [Signature]
John H. Tennent

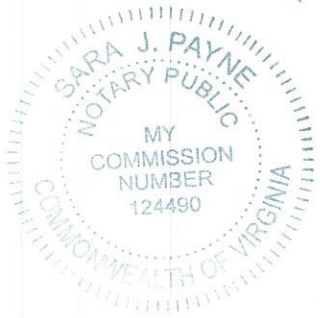
STATE OF VIRGINIA
CITY/COUNTY OF Fairfax, TO-WIT:

I, Sara J Payne, a notary public in and for the State and County aforesaid, do certify that John H. Tennent, whose name is signed to the foregoing instrument dated March 9, 2020, has acknowledged the same before me.

GIVEN under my hand this 9 day of March, 2020.

[Signature]
Notary Public

Registration No. : 124490
My Commission Expires: 4/30/2022



APPROVED AS TO FORM:

Maureen K. Gilmore
Maureen K. Gilmore, Town Attorney

Accepted by the Town pursuant to Virginia Code Section 15.2-1803, as amended.

William R. Hollaway
William R. Hollaway, Mayor

COMMONWEALTH OF VIRGINIA
COUNTY OF LOUDOUN, TO WIT:

^{REC 20} The foregoing instrument was acknowledged before me this 17th day of April 2019 by Maureen K. Gilmore, in her capacity as Attorney for the Town of Clifton, Virginia.

[Signature]
Notary Public

KRISTINA MICHELLE STAPLES
NOTARY PUBLIC
REGISTRATION # 7764890
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
MARCH 31, 2022


Registration Number: 7764890

My Commission expires: 03/31/2022

COMMONWEALTH OF VIRGINIA
COUNTY OF FARIFAX, to wit:

The foregoing instrument was acknowledged before me this ^{REC 20} 30th day of April 2019 by William R. Hollaway, in his capacity as Mayor for the Town of Clifton, Virginia.

[Signature]
Notary Public

 Amanda Lee Christman
Commonwealth of Virginia
Notary Public
Commission No. 7804705
My Commission Expires 1/31/2022

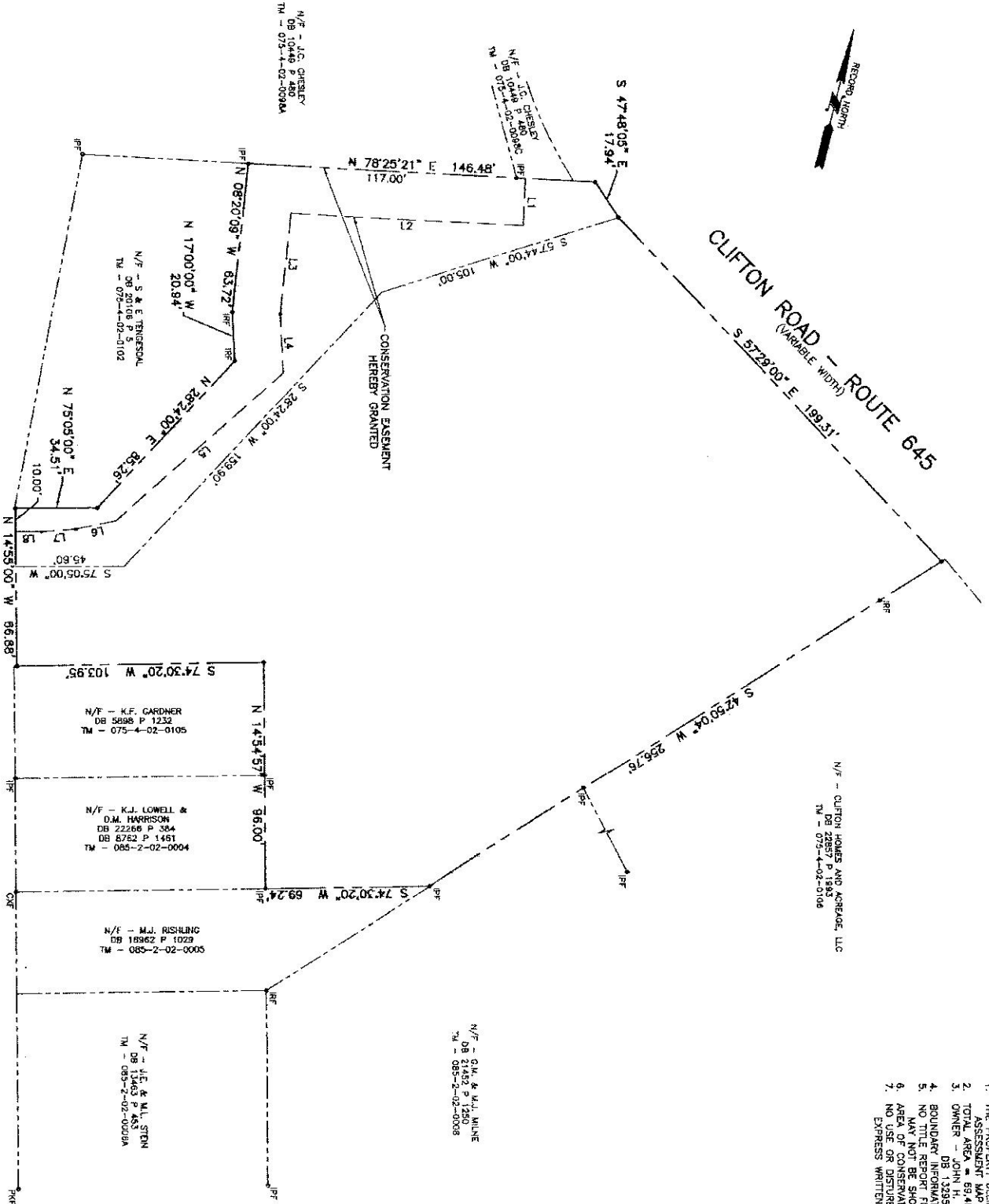
Registration Number: 7804705

My Commission expires: 1/31/2022



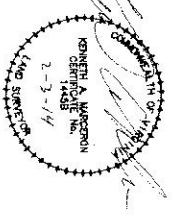
CLIFTON ROAD - ROUTE 645
 (VARIABLE WIDTH)
 S 57°28'00" E 199.51'

DELL AVENUE - ROUTE 2007
 (VARIABLE WIDTH)



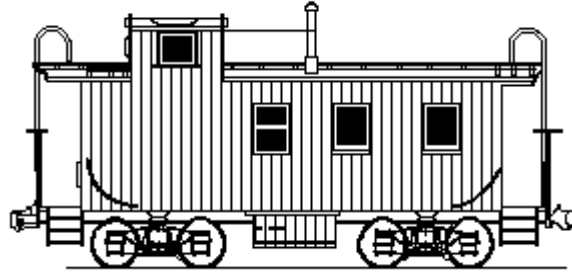
LINE	BEARING	DISTANCE
L1	S 17°34'39" E	20.00'
L2	S 78°25'21" W	98.10'
L3	S 08°20'09" E	43.31'
L4	S 17°00'00" E	25.30'
L5	S 33°48'28" W	94.48'
L6	S 63°30'53" W	17.23'
L7	S 70°42'07" W	14.48'
L8	S 75°05'00" W	10.87'

- NOTES:**
1. THE PROPERTY DEPICTED ON THIS PLAT IS LOCATED ON FAIRFAX COUNTY.
 2. TOTAL AREA = 69,483 S.F.
 3. OWNER - JOHN H. & ALICIA B. TENNENT
DB 13295 P 1929
 4. BOUNDARY INFORMATION SHOWN IS BASED ON A CURRENT FIELD SURVEY BY THIS FIRM.
 5. NO TITLE REPORT FURNISHED - ALL EASEMENTS AFFECTING THE PROPERTY MAY NOT BE SHOWN.
 6. AREA OF CONSERVATION EASEMENT = 4,238 S.F.
 7. NO EXPRESS WRITTEN PERMISSION OF THE TOWN OF CLIFTON, EXPRESS WRITTEN PERMISSION OF THE TOWN OF CLIFTON.



JOHN H. & ALICIA B. TENNENT

PLAT SHOWING
 THE LAND OF
 CONSERVATION EASEMENT
 TOWN OF CLIFTON
 SPRINGFIELD DISTRICT
 FAIRFAX COUNTY, VIRGINIA
 JANUARY 10, 2014
 DIGITAL ASSOCIATES, P.C.
 LAND SURVEYORS
 7000-D NEWINGTON ROAD
 LORTON, VIRGINIA 22079
 703-539-7449



**CLIFTON TOWN PLANNING COMMISSION
REGULAR MEETING
TUESDAY, APRIL 28, 2020, 7:30 PM
ELECTRONIC MEETING**

In accordance with the Town of Clifton’s Emergency Uncodified Ordinance to Establish Methods to Assure Continuity in the Town of Clifton Government and Conduct of Planning Commission and Architectural Review Board (“ARB”) Members Meetings During the Novel Coronavirus Disease 2019 (COVID-19) Emergency under Virginia Code § 15.2-1413, the Town of Clifton Planning Commission is holding the Meeting noticed herein electronically for the purpose of continuity of government of the Town of Clifton.

The meeting 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.

Order of Business:

1. Resolutions for Electronic Meetings – Planning Commission and ARB.
 - a. Ratify the Town of Clifton Planning Commission and ARB Members’ Policy for Participation in Meetings by Electronic Communication under Virginia Code § 2.2-3708.2.
 - b. Ratify the Emergency Uncodified Ordinance to Establish Methods to Assure Continuity in the Town of Clifton Government and Conduct of Town Planning Commission and ARB Members Meetings During the Novel Coronavirus Disease 2019 (COVID-19) Emergency under Virginia Code § 15.2-1413.
2. Review Parking Allocations at 12644 Chapel Road.
3. Use Permit Application – WY Leadership, 12644 Chapel Road.
4. Old Business:
 - a. Review Final Use Permit application for 7215 Dell Avenue.
 - i. Review Proffered Conservation Agreement.
 - b. Final Use Permit application for 7184 Clifton Road – Update.
5. Adjournment.