

**CLIFTON TOWN COUNCIL MEETING
TUESDAY, AUGUST 4, 2020, 7:30 PM
ELECTRONIC MEETING BY ZOOM
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Until further notice from the Mayor of Clifton, and in accordance with the Resolution of the Town Council regarding Remote Participation by Electronic Means Policy and the Town Council Continuity of Government Methods Authorizing Remote Participation by Electronic Means Without a Physical Quorum Being Present Pursuant to Virginia Law, the Town of Clifton Town Council 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.

Any member of the public wishing to observe or participate in the electronic meeting **must notify the Town Clerk at clerk@cliftonva.gov in advance by Noon on the day of the meeting** in order to register for the meeting.

Any member of the public requesting to speak or make comments during the electronic meeting **must register with the Town Clerk at clerk@cliftonva.gov in advance by Noon on the day of the meeting, providing their name and address and the subject matter of their comments,** in order to have an opportunity to speak and provide comments during the meeting. Any such comments will be **limited to three (3) minutes** per speaker and priority will be given to the citizens and taxpayers of the Town of Clifton. Members of the public may also submit written comments to the Town Clerk in advance of the meeting. Any such written comments will be included in the record for the meeting, but will not be read aloud during the meeting.

Present: Mayor William Hollaway; Vice Mayor Steve Effros; Councilmember Regan McDonald; Councilmember Melissa Milne; Councilmember Patrick Pline; Councilmember Darrell Poe.

Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.

The Regular Meeting was called to order by Mayor Hollaway at 7:30 PM.

Order of Business:

1. Report of the Town Clerk.

a. Approval of the Minutes (previous meetings and work sessions).

- **Vice Mayor Effros moved to approve the July 7, 2020 Regular Meeting Minutes and the July 22 Special Meeting Minutes with one minor correction, seconded by Councilmember McDonald. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

2. Report of the Treasurer.

See attached report.

- **Mayor Hollaway moved to accept the Treasurer's Report as presented, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

a. Reinvestment of Three Certificates of Deposit at John Marshall Bank.

- **Mayor Hollaway moved to reinvest the three Certificates of Deposit at John Marshall Bank for one year, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

b. New Town Council Member to Sign Town Checks.

- **Mayor Hollaway moved to appoint Councilmember Pline to be the third signator for Town checks, seconded by Councilmember McDonald. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

c. Engaging auditor for FY2020

- **Mayor Hollaway moved to engage the same auditor at the same price as last year for the upcoming audit, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

3. Council Selection of Vice Mayor.

- **Mayor Hollaway moved to appoint Councilmember McDonald to serve as Vice Mayor for the new term ending June 30, 2022, seconded by Vice Mayor Effros. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; Poe: Aye; Pline: Aye, (Councilmember McDonald abstained).**

4. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.

Corey Hinderstein of Chestnut Street: Thanked the Council for their volunteer service to the Town, and asked that the recently-stolen banner be replaced in its identical form.

Bethany Letiecq of Chapel Road: Thanked the Council for taking up the issue of the banner and indicated support for replacing the original banner with identical wording.

Donna Netschert of Chestnut Street: Suggested the Town consider selling a vehicle sticker to the general public. Potential designs will be forthcoming for review.

- **Councilmember Poe moved to re-hang a replacement banner over Main Street with the original wording, seconded by Councilmember Milne. The motion was not approved: Poe: Aye; Milne: Aye; Hollaway: Nay; Effros: Nay; McDonald: Nay; Pline: Nay.**

5. Reports of Committees:

a. Planning Commission.

See attached report.

- **Mayor Hollaway moved to accept the recommendations of the Planning Commission to approve a Final Use Permit for the Henckens at 12727 Clifton Heights Lane, seconded by Councilmember McDonald. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**
- **Councilmember McDonald moved to accept the recommendations of the Planning Commission to approve a Final Use Permit for the Hindersteins at 12801 Chestnut Street, seconded by Mayor Hollaway. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**
- **Councilmember Poe moved to accept the recommendations of the Planning Commission to approve a home business Use Permit for Village Timesaver at 12714 Chestnut Street with the conditions as set forth in the report, seconded by Vice Mayor Effros. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**
- **Mayor Hollaway moved to accept the recommendation of the Planning Commission to approve a Final Use Permit for the Harringtons at 12752 Chapel Street for the newly-built shed only, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

See attached Sewer Policy.

Mayor Hollaway briefed the Council on the general timeline of events with regard to the application and issuance of a Preliminary Use Permit to the Harringtons for the newly-built detached garage and the subsequent lot consolidation application and approval and reported that it is anticipated that Fairfax County will affirm the Town's interpretation that a "plumbing rough-in" constitutes a sewer connection, which the Sewer Policy only allows to accessory buildings when they are on the same lot as the main building to which they connect. It was noted that the County may take direct enforcement action against the property owner.

Councilmember Effros indicated that the easiest solution would be for the owners to follow through with the consolidation of the two lots, and failure to do so would give rise to a legal issue.

- **Councilmember Effros moved to send a letter to Mona and Mark Harrington giving them thirty (30) days from the date of the letter to remedy the issue, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

b. Report of the Zoning Administrator:

- i. Update on Residential Construction Projects.
A brief update was given on several properties.
- ii. Update on Commercial Use Permits.
No report.

c. Architectural Review Board.

See attached communication.

The Council discussed the nature of "personal message signs" such as the example contained in the communication, which could be addressed and regulated in the Code. Councilmember Effros also pointed out that the portion of the Code that deals with political election signs should be reevaluated in light of the increasing prevalence of mail-in voting, which technically changes the date parameters. The issues will be referred to the ARB for input.

d. Streetscape Project Committee:

i. Status, New Funding, Allocation of Funding.

Vice Mayor McDonald reported that the Committee continues to work with the utility companies to figure out the true costs of the planned relocation.

e. Communications Committee:

i. Use of Town Email Addresses.

Mayor Hollaway reminded everyone that Councilmembers and staff should now be using the .gov email addresses as previously discussed.

ii. Redirection of cliftonva.com website to cliftonva.gov.

It was reported that the redirection of the .com domain has now been completed.

f. Establish New Committees:

i. Pink House Maintenance Committee, Holiday Tree Lighting Committee and Parks Committee:

- **Mayor Hollaway moved to appoint himself to be Chair of the newly-formed Pink House Maintenance Committee and add Vice Mayor McDonald as a member; for Councilmember Poe to serve as Chair of the Holiday Tree Lighting Event Committee and Town Events Committee; and to appoint Vice Mayor McDonald to Chair the Parks Committee, seconded by Vice Mayor McDonald. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

A. HVAC Replacement for Pink House.

See attached proposal.

- **Mayor Hollaway moved to accept the proposal from NOVA Mechanical Services to replace the HVAC system at a cost of up to \$8,500 and to reimburse Mayor Hollaway for the out-of-pocket diagnostic charge for a total of \$227, seconded by Councilmember Effros. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

B. Other Repairs for Pink House

See attached proposal. (Find proposal to attach).

- **Councilmember Milne moved to accept the proposal from Florencio Contreras to replace rotten exterior wood, paint where needed, secure sections of the rain gutters, secure sections of loose siding and replace the four deteriorated support posts on the front of the Pink House at a cost of up to \$4,000, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

g. Review and Update Entire Town Committee List for 2020-21.

See attached roster.

- **Councilmember Poe moved to table, seconded by Mayor Hollaway. The motion was approved by poll, 6-0.**

i. Board of Zoning Appeals:

i. Renew Appointment of Marilyn Stoney.

- **Mayor Hollaway moved to recommend the reappointment of Marilyn Stoney to the BZA for a new term, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

ii. Fill Vacancy on Board of Zoning Appeals.

No action taken.

6. Unfinished Business:

a. Clifton COVID-19 CARES Act Small Business Grant Program – Update.

Councilmember Effros reported that the process of establishing the program has been completed and four grants of \$10,000 each have been awarded. He noted that other eligible businesses in the Town are going through the Fairfax County lottery instead of applying for Town grants, as the County has added an additional \$20 million in funds to their program.

7. New Business:

a. New Banner Stating “Clifton is Committed to Racial Justice” – Discussion and Approval.

Mayor Hollaway updated the Council on the ongoing discussion between the Town and VDOT to secure a blanket permit for 3-5 years permitting the Town to hang banners at will over Main Street. A waiver of the application fee has been requested and the height requirement must still be confirmed.

Councilmember Effros noted that the recent theft of the “Welcome to Clifton, Where Black Lives Matter” banner has provided the Town with an opportunity to place a new banner to expand the message regarding the community’s standards for racial justice, equality and healing.

Councilmember Poe observed that any other banner that had been stolen would simply have been replaced with an identical version, without further discussion and questioned why this instance should be treated differently.

Councilmember Milne asserted that an overwhelming amount of support for the original language was received from Town residents, while comparatively few formal communications were received in opposition.

Vice Mayor McDonald indicated that he would prefer to discuss whether or not the Town should be taking positions on political or social issues, and suggested an alternative banner such as “Welcome Back, Second Baptist Church.”

Councilmember Poe reminded the Members of Councilmember Effros’s previous observations that there were 20 million demonstrators in the streets which constitutes a unique situation from the Town’s point of view.

Councilmember Milne noted several other recently political positions that the Town has taken, such as the closing of Clifton Elementary and several issues involving the Chesapeake Bay watershed protections.

- **Councilmember Effros moved to adopt a banner saying “Clifton is committed to racial equality, justice and healing” for thirty days as soon as possible, conditioned on receiving the permit from VDOT as discussed, for a cost of up to \$500 plus any reasonable costs for reestablishing the equipment and raising the wire if necessary, in recognition of the unique situation of the current movement, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; Poe: Aye; Pline: Aye; McDonald: Abstained.**

b. Application for Safety Grant.

Not discussed.

c. Funding for Bluebird Trail in Flood Plain Park.

See attached proposal.

- **Councilmember Poe moved to authorize the expenditure of up to \$600 for supplies and installation of 5 Bluebird nesting boxes, seconded by Mayor Hollaway. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

d. Resolution re: Natural (Native) Landscaping on Town Properties.

See attached communications.

The Council indicated the need to review the proposed resolution prior to additional discussion.

e. Request to Add Dead-End Sign to Dell Avenue.

- **Mayor Hollaway moved that the Council support putting up the sign on Dell Avenue if asked, seconded by Councilmember Milne. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

f. Response to Fairfax County History Commission Letter re: Street and Places in Clifton Named After Individuals Who Held Military or Governmental Responsibilities under the Confederate States of America.

Mayor Hollaway briefed the Council on the nature of the inquiry and added that the answer is that there are no Confederate street or place names in Town. He will send a letter to the Commission confirming the answer.

g. Discussion of Public Meeting and Freedom of Information Act Compliance.

No discussion.

h. Additional Compensation for Staff for COVID-19 Related Work and Increased Work Scope During COVID-19.

- **Mayor Hollaway moved to affirm that it is the sense of the Council that they want to increase staff pay to compensate for increased work scope during COVID-19, seconded by Councilmember Poe. The motion was approved by roll-call: Hollaway: Aye; Effros: Aye; Milne: Aye; McDonald Aye; Poe: Aye; Pline: Aye.**

8. Adjournment.

- **Councilmember Poe moved to adjourn, seconded by Councilmember Milne. The motion was approved by poll, 6-0.**

The Meeting was adjourned at 11:15 PM.



Clifton Clerk <clerk@cliftonva.gov>

Aug 4th Town Council Meeting - Treasurer's Report for period ended July 31, 2020

1 message

treasurer@cliftonva.gov <treasurer@cliftonva.gov>

Mon, Aug 3, 2020 at 5:08 PM

To: William Hollaway <whollaway@cliftonva.gov>, Steve Effros <Steve@effros.com>, Regan McDonald <rmcdonald@cliftonva.gov>, Melissa Milne <mmilne@cliftonva.gov>, Pline Pat <ppline@cliftonva.gov>, Darrell Poe <dpoe@cliftonva.gov>

Cc: Clifton Clerk <clerk@cliftonva.gov>

Hello Town Council Members,

Attached are the **Financial Reports for the fiscal year period ended July 31, 2020**.

The July Financial Reports include:

- The Summary of **Cash Balances Report as of July 31, 2020** reflects total funds of \$1,363,474.57. *See the detailed Cash Balance Report.*
- **Profit & Loss Summary by Fund** for period ended 07/31/2020. **Highlights of July transactions** are noted on this summary report. The main items for the month include:

NOTES & Highlights: Only major items are highlighted at the Town Council's request. For details refer to the P&L Detail Export tab.

1 **Federal CARES Act Revenues:** In FY20 the town received \$51,433 in Federal COVID-19 funding through Fairfax County. The Town is a subrecipient of the funding. The allocation was based upon the 2018 US Census and submitted as part of Fairfax County's application. Funding must be used for reimbursement for COVID-19 related costs incurred from March 1 - December 31, 2020. \$1,666.99 was expended and reported in FY20. The balance of \$49,766.01 is deferred to FY21. \$40,000 was allocated to the Clifton IDA that awarded grants on behalf of the town to eligible town businesses. The balance remaining to cover the town's costs is \$9,766.01.

2 **Interest Income:** United Bank posts interest earned on CDs on a quarterly basis.

3 **Other income:** Reflects reimbursement for replacement of Ayre Square planter.

4 **Pink House Rental:** Reflects \$800 rent relief to Belle Jar, LLC and collection of \$1450 toward August Rents.

5 **Taxes & Permits Revenue:** Highlights for July include Virginia Car Rental Distribution of \$315.35, ARB permit of \$10, BPOL receipt of \$85, State Communications Sales Tax of \$393.76, Rolling Railroad Tax of \$1,562.12 and Use Permit of \$75.

- Contractual Expenses:** Highlights for July include the VML Dues of \$408, Annual Insurance premiums of \$5,394, July Grounds maintenance of \$700, Mowing of \$600, Trash collection of \$118.
- 6 Town COVID expenses of \$588.66 & Clifton IDA CARES Act Grant awards of \$40,000.

Supplemental Detail Reports are provided as follows:

- **Profit & Loss Detail Export** Report for period ended 07/31/2020. This report provides the detailed accounts that are summarized on the P&L Summary by Fund Report.
- **Looking forward to August:**
 - **John Marshall Bank CDs:** It is recommended with the approval of the Mayor that the John Marshall Bank CDs valued at \$357,098 be renewed for 1 year to mature 8/1/2021 @ the current interest rate of .65%. This is noted on the Cash Balance Report.
 - **Fairfax County invoice for Election –** The town received an invoice from the Fairfax County Office of Elections for \$4,283.97 for the 5/19/20 Election Services to the town. The Treasurer called for clarification and justification for the amount which is grossly higher than prior years. The last election in 2016 was only \$1,269. When clarification is received concerning the charges, it will be reported to the Town Council for approval. If the payment is required prior to the Sept Town Council meeting, it is recommended that the Mayor be authorized to approve the invoice for payment. – Note: if the increase in the charges was caused by COVID-19, this cost may be allowable as a charge to the town's CARES Act funding.
 - **Audit Engagement Letter from White, Withers, Masincup & Cannaday, P.C. –** The standard audit engagement letter for conducting the FY20 Audited Financial Reports is attached for review and consideration. The Mayor has requested clarification of page 4 – which should be available by tomorrow. We are hopeful to have the draft of the completed FY19 Audited Financial Reports for your review tomorrow afternoon.

After your review of the reports, if you have any questions or concerns, please let me know. If there are additional supplemental schedules that you would like to see, just let me know. *Thank you.*

Sincerely,

Marilyn

Marilyn Barton

Treasurer

Town of Clifton

P.O. Box 309

Clifton, VA 20124-0309

www.cliftonva.gov

2 attachments



2020 07 31 Financial Statements.xlsx
52K



104017993_1 _Clifton Audit Engagement Letter 2020.PDF
164K

ASSETS	7/31/2020	Bank Rates Effective 8/1/202	
		CD Term	Maturity Date
Current Assets			
Checking/Savings			
John Marshall Bank CDs	317,098.05	1 yr	8/1/2020
C-.D. - United Bank - 2 7 mos CDs	217,228.18	7 mos	11/17/2020
C.D. - United Bank 1	50,175.56	9 mos	12/4/2020
C.D. - United Bank 2	50,175.56	9 mos	12/4/2020
C.D. - United Bank 3	50,175.56	9 mos	12/4/2020
C.D. - United Bank 4	50,175.56	9 mos	12/4/2020
C.D. - United Bank - 4 7-month CDs	400,000.00	7 mos	12/8/2020
United Bank - Events Acct	100.00		
United Bank - Haunted Trail Account	3,905.00		
Checking-United Bank	114,656.39	Min Bal \$2,500	"Chairman's Club"
Investments-LGIP	978.82		
Money Market Savings-United	104,398.47		8/30/2019
Security Deposit - United Bank	4,407.42		
Total Checking/Savings	1,363,474.57		

NOTES: The United Bank CDs accrue interest at the end of each quarter. With approval

10 **Negotiated Increases**

APR %

2.17% Matured 8/1/20 New rate is down from 2.25% to .65% APR @ 8/1/20

0.75% Down from 2.10% due to COVID-19 beginning 4/17/20

1.40% Down from 2% due to COVID-19 @ 3/04/2020 J.Marshall Bank

1.40% Down from 2% due to COVID-19 @ 3/04/2020 J.Marshall Bank

1.40% Down from 2% due to COVID-19 @ 3/04/2020 J.Marshall Bank

1.40% Down from 2% due to COVID-19 @ 3/04/2020 J.Marshall Bank

0.75% Opened 5/8/2020

0.10%

1.39% Down from 1.589% @ 7/31/18

Approval of the Mayor and concurrence by the Town Council, 3 John Marshall Bank CDs

PLANNING COMMISSION REPORT for July 28, 2020

Present: Kathy Kalinowski, Mac Arnold, Jennifer, Heilmann, Terry Winkowski, Michelle Stein, Susan Yantis; Absent: Melissa Milne

1. The Planning Commission reviewed an application for a final construction use permit from the Henckens for the construction of a garage/mudroom addition totaling 345 square feet, to the main dwelling, located at 12727 Clifton Heights Lane. It was confirmed that construction is complete, all required building permits were obtained and that the addition was built as required by the COA, copies of which were reviewed by the Planning Commission. The Planning Commission recommends that a final use permit be approved.

2. The Planning Commission reviewed an application for a final use permit from the Hindersteins for removal of a pool, decking, fill and leveling of space with the construction of a patio, fireplace and retaining wall, located at 12801 Chestnut Street. The preliminary use permit was issued pursuant to a plan of development, which plan addressed the necessary requirements for land disturbing activity in excess of 2500 square feet and was reviewed by the Town Engineer. It was confirmed that construction is complete, and that all required permits have been obtained. The Planning Commission recommends that a final use permit be approved.

3. The Planning Commission reviewed an application from Donna Netschert, for a use permit in a residentially zoned location, for a home business by Village Timesavers located at 12714 Chestnut St. The Planning Commission recommends that the Town Council approve the application as follows: that the home business is a service business providing animal care, errands and other forms of time saving assistance at locations other than 12714 Chestnut St., that the only employee on site is the owner and occupant of the home, and no clients or other employees will be on premises; and that the business will comply at all times with the conditions and requirements set forth in the Town Code in Section 9-19 c 1 A-J.

4. The Planning Commission reviewed an application for a final use permit from the Harringtons for construction of a 10 foot by 10 foot shed at 12752 Chapel Street, and construction of a 24 by 28 foot garage on the adjacent side lot number 42, which construction has been completed.

It has been demonstrated that with respect to the shed, the necessary requirements have been met and the Planning Commission recommends that the Town Council approve the final use permit.

With respect to the garage on adjacent lot 42, the applicant has met the requirements of the COA and has obtained the necessary County permits and inspections. However, the preliminary use permit stated that both structures were to be used only for storage and garage use purposes. During construction of the garage, rough-in plumbing was installed in the garage to the dwelling located at 12752 Chapel Street, and a permit from Fairfax County listed in the Fairfax Inspections

Database Online (FIDO) shows that a final permit was issued for “Install Plumbing /Rough In for Detached Garage”. The Planning Commission understands that the auxiliary building sewer was connected to the sewer lateral of the main building. This issue and its relation to the County Sewer Policy for the Town, was discussed during the Planning Commission report at the September 2017 Town Council meeting and the applicant indicated that they would file for a lot consolidation. The application for consolidation of the lot at 12752 Chapel St. with the dwelling, and the adjacent lot 42 with the garage, was filed, all notices were given, and that application for lot consolidation was approved by the Planning Commission at its meeting on October 24, 2017 and reported to the Town Council at its November 2017 meeting. Since the land records are kept by Fairfax County it was necessary to record the deed and plat showing the lot consolidation with the County as required by Clifton Code 10-58(c). Various email conversations ensued between the Town Clerk and Ms. Harrington with respect to how to file with the County, and the Town provided necessary signed paperwork.

For various reasons, the deed and plat indicating the lot consolidation were not recorded with the County as of today. At the Planning Commission meeting, Ms. Harrington indicated that the applicant did not believe it was necessary to consolidate the lots merely because of plumbing rough in at the garage, since no fixture units were installed. The Planning Commission did note that rough in normally means all pipe connections have been made but fixtures not yet installed.

The Sewer Policy for the Town of Clifton approved by the County Board of Supervisors at its meeting on August 5, 1991, (the Policy) states in paragraph 3 that:

If all other requirements of law are met including, but not limited to, the Fairfax County Code, Building Code, plumbing Code and Clifton Zoning Ordinance, then auxiliary buildings on lots with an existing sewer connection may be connected to the main building’s sewer lateral and approved administratively, if both the main and auxiliary buildings’ plumbing fixture unit count does not exceed 30 fixture units and both the auxiliary and main buildings are on the same lot.

Paragraph 4 of the Policy states that:

All other requests for sewer service must be reviewed by the Town Council of the Town of Clifton and approved by the Board of Supervisors. The County will notify the Town of Clifton of all requests for sewer service, and permit the Town to review all data submitted to the County and provide input to the County with respect to such requests.

Lot 42 is not a lot which is approved for sewer on the list of lots attached to the Policy, so presumably if sewer is connected in a building on that lot, it needs to either be independently approved for sewer under the Policy, or be an auxiliary building on the same lot as the main building to which it is connected.

Since this issue of “connection” involves the County Sewer Policy for Clifton and any interpretation by the Town and the County also impacts any other empty lots in town, on which auxiliary buildings could be constructed and then sewer could be connected through a main building on the adjacent lot, the Planning Commission determined that a decision on the foregoing would need to involve the Town and County in order to make sure there is a consistent and clear method of proceeding for these types of cases.



COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX
DEPARTMENT OF PUBLIC WORKS
PENDER MILL BUILDING
3930 PENDER DRIVE
FAIRFAX, VIRGINIA 22030



October 9, 1991

Mr. Wayne Nickum, Mayor
Town of Clifton
7156 Main Street
Clifton, Virginia 22024

Dear Mayor Nickum:

Enclosed is a copy of the Clifton Sewer Policy which was approved by the Board of Supervisors on August 5, 1991, for your files.

Sincerely,

DEPARTMENT OF PUBLIC WORKS
Office of Waste Management

Richard J. Gozikowski
Director

RJG/lw

Enclosure

DIRECTOR, DPW	# 1984
<input checked="" type="checkbox"/>	Ofc. Cap. Fac.
<input checked="" type="checkbox"/>	Ofc. Waste Mgmt.
<input type="checkbox"/>	Ofc. Rd. Prog. Mgmt.
<input type="checkbox"/>	File:
Date: AUG 12 1991	

A-4

FAIRFAX COUNTY, VIRGINIA
MEMORANDUM

TO: John di Zerega, Director
Department of Public Works

FROM: Anthony H. Griffin *AHG*
Deputy County Executive for
Planning and Development

SUBJECT: Sewer Policy for the Town of Clifton (Springfield
District)

DATA: August 7,, 1991

At its meeting on August 5, 1991, the Board of Supervisors concurred in the recommendation of staff and reaffirmed its 1974 policy for providing sewer within the Town of Clifton. The Board also approved sewer connections at 12631 Water Street and 12817 Chapel Street, Town of Clifton.

AHG:mlh

<i>2/4</i>	OFFICE OF WASTE MANAGEMENT
<input checked="" type="checkbox"/>	SEMD
<input type="checkbox"/>	LMD
<input type="checkbox"/>	WWTD
<input type="checkbox"/>	SWCR
<input type="checkbox"/>	SWDRR
DATE AUG 14 1991	

FOR BOARD PACKAGE

0077

TO: COUNTY EXECUTIVE

DATE:

JUL 28 1991

Anthony H. Griffin
Deputy County Executive

FROM: John W. di Zerega
Director, Department of Public Works

ITEM TYPE: Action

ITEM FOR BOARD MEETING ON: August 5, 1991
Date

TITLE: Sewer Policy for the Town of Clifton

AUTHOR: Jimmie D. Jenkins, Director
System Engineering and Monitoring Division

Phone No.: 246-5030

THIS ITEM HAS BEEN COORDINATED WITH: (Indicate if not applicable)

- (X) County Attorney
- () OMB
- ()
- ()

Jill Rowe JR *[Signature]*

 N/A

DISTRICT: Springfield

Is there need for Supervisor to be advised of this item?
() Yes, and Supervisor has been advised. (X) No

IS PROPOSED BOARD DATE CRITICAL? () Yes (X) No EXPLAIN: _____

IS FUNDING INVOLVED? () Yes () No

If YES, give amount, source: _____

ADVERTISEMENT: If this item authorizes a public hearing, the advertisement should be attached.
Is the ad attached? () Yes () No EXPLAIN: _____

WHAT ACTION, EVENT, OR REQUEST INSTIGATED THIS ITEM? _____

COMMENTS: (Any special action necessary, etc.?)

WORD PROCESSOR DOCUMENT I.D. NO.: 0355b/vol. 3

OPERATOR NAME: Karen Lowery

TELEPHONE: 246-5030

August 5, 1991

A-4. Sewer Policy for the Town of Clifton (Springfield District).

ISSUE: Reaffirmation of the Board of Supervisors' 1974 policy for providing sewer within the Town of Clifton, including concurrence with staff's implementation of that policy, and adoption for the future of a comprehensive policy which incorporates the foregoing. Consideration of sewer connections at 12631 Water Street and 12817 Chapel Street, Town of Clifton.

RECOMMENDATION: I recommend that the Board reaffirm its 1974 policy for Clifton sewer, including concurring with staff's implementation of that policy, and adopt for the future a comprehensive sewer policy for Clifton which incorporates the foregoing. I recommend also that the Board approve sewer connections at 12631 Water Street and 12817 Chapel Street, Town of Clifton, for the reasons discussed below.

TIMING: Routine.

BACKGROUND: There have been recent inquiries concerning the Board's policy on sewer service in the Town of Clifton. From time to time, the Board has taken some specific actions regarding sewer in the Town of Clifton, and staff has developed procedures and interpretations of these Board actions to enforce the Board's actions. This item is being brought to the Board to ensure that staff has been enforcing the policy for sewer in the Town of Clifton as desired by the Board of Supervisors and to specifically state the policy for the future.

The Board of Supervisors stated on May 22, 1972, "No additional sewer connection fees will be accepted prior to authorization for and completion of sewer treatment facilities in the Clifton area." On January 7, 1974, the Board amended the above statement by authorizing, "the staff to grant sanitary sewer connections administratively to those existing single-family residences in the Town of Clifton which are presently served by pit privies, have been identified as health hazards and front on the existing sewer line."

The above 1974 Board policy has been interpreted over the years to permit the following structures to connect to sewer administratively: buildings existing at the time of the Board's resolution with malfunctioning septic units, including existing non-residential facilities. Conversion of existing residences connected to the sewer system to commercial use has also been permitted if it is demonstrated that the sewage flow from the commercial use is comparable to that of a single-family residence. The guideline for allowing conversion of a residential to commercial structure is to limit the commercial structure to 30 fixture units, which has been considered roughly the equivalent in terms of availability fee

August 5, 1991

Memo to the Board

paid and roughly the equivalent on average in terms of flow to a single-family residence. Of course, these structures (residential or commercial) must comply with all other requirements of law including, but not limited to, the Building Code, Plumbing Code, Clifton Zoning Ordinance, etc.

The 1974 policy has also been interpreted to permit auxiliary buildings on a lot in the Town to connect to the main building's lateral provided that both the main and auxiliary buildings' plumbing fixture unit count does not exceed 30 fixture units, both buildings are on the same lot and all other requirements of law are complied with including, but not limited to, the Building Code, Plumbing Code, and Clifton Zoning Ordinance.

Staff has not tried to restrict residential or commercial building improvements on a lot which is approved for sewer in Clifton as long as the improvements involve plumbing fixture units totaling 30 fixture units or less on the lot, and, of course, all other requirements of law are complied with. Requests for sewer service in the Town of Clifton which exceed 30 fixture units or are for a new building on a lot not approved for sewer are referred to the Board of Supervisors for action. An analysis of the quantity of sewage flow and its impact on the Clifton sewer system is provided to the Board with these referrals for consideration by the Board in making their decision. An example of such a referral to the Board is the recently approved construction of the improvements to the Clifton Fire Station.

Currently, there are ten lots within the Town of Clifton which have structures that existed in 1974 served by septic systems that front on existing sewer lines (see attachment). Therefore, pursuant to the 1974 policy, staff can administratively authorize these lots to connect to sewer in the future if the septic systems develop problems. There are currently 56 connections to the Clifton sewer system including the Clifton Elementary School.

Based on the foregoing, for purposes of clarification, staff recommends that the Board reaffirm the 1974 sewer policy for Clifton, including concurring with staff's implementation of that policy, and adopt for the future the following statement as its Clifton sewer policy which incorporates the foregoing reaffirmation of the 1974 sewer policy and concurrence with staff's implementation of that policy:

1. Pursuant to the 1974 sewer policy, only the ten lots with septic systems identified in the attachment will be permitted to connect to the sewer administratively if problems develop in the septic systems of these properties,

August 5, 1991

provided all requirements of law are met including, but not limited to, the Fairfax County Code, Building Code, Plumbing Code, and Clifton Zoning Ordinance.

2. Existing connections of commercially or industrially zoned properties to the sewer which currently have residential uses may be converted to commercial or industrial uses and approved administratively if the total plumbing fixture unit count on the one lot is less than 30 fixture units, the projected sewage flow from the connection does not exceed 370 gallons per day and all other requirements of law are met including, but not limited to, the Fairfax County Code, Building Code, Plumbing Code and Clifton Zoning Ordinance.

3. If all other requirements of law are met including, but not limited to, the Fairfax County Code, Building Code, Plumbing Code and Clifton Zoning Ordinance, then auxiliary buildings on lots with an existing sewer connection may be connected to the main building's sewer lateral and approved administratively, if both the main and auxiliary buildings' plumbing fixture unit count does not exceed 30 fixture units and both the auxiliary and main buildings are on the same lot.

4. All other requests for sewer service must be reviewed by the Town Council of the Town of Clifton and approved by the Board of Supervisors. The County will notify the Town of Clifton of all requests for sewer service, and permit the Town to review all data submitted to the County and provide input to the County with respect to such requests.

It should be noted that the Clifton Town Council has reviewed this four point policy and concurs with the policy as proposed.

Staff recommends the Board also approve a sewer connection at 12817 Chapel Street, Clifton. This residence does not front on the sewer line, however, sewer is available across Chapel Street on the adjoining lot. Leonard Whorton, County Executive at the time, approved this sewer connection by letter of August 25, 1976 (copy attached). Staff does not believe this residence meets the criteria of "frontage on sewer" required for administrative approval and is, therefore, asking the Board to approve the connection.

In a related matter, the Department of Public Works has received a request from Mr. James P. Franca to connect his house at 12631 Water Street to sewer. This residence is not permitted to connect under the above discussed administrative approval since it does not front on an existing sewer line. The residence can be connected to sewer by the construction of a house lateral across an adjoining lot (79C) and connecting to

August 5, 1991

the sewer in School Street. The Health Department, by letter of June 21, 1991 (copy attached), has informed Mr. Franca that the septic system serving the residence is failing and, "...Therefore, the dwelling must be connected to the available public sewerage system no later than August 20, 1991." Since this dwelling was constructed prior to 1974, the septic system has failed creating a health hazard, and the residence may be connected to the existing public sewer without extension of the County-owned sewer system, staff recommends the Board approve this request. The Board should be aware that there may be other properties similar to the Franca's in the Town of Clifton which may in the future need to be considered by the Board for approval to connect to the sewer since they will not meet the criteria established in the above discussed policy for administrative approval.

ENCLOSED DOCUMENTS: List of properties eligible to connect to sewer administratively; map of the Town of Clifton; July 3, 1991 letter from the Town of Clifton; June 24, 1991 letter from James P. Franca; June 21, 1991 letter from Dennis A. Hill; August 25, 1976 memorandum and letter from Leonard Whorton.

STAFF: Anthony H. Griffin, Deputy County Executive for Planning and Development; John W. di Zerega, Director, Department of Public Works; R. J. Gozikowski, Director, Office of Waste Management.

TOWN OF CLIFTON

The following properties within the Town of Clifton are eligible to connect to the sanitary sewer system:

12800 Richards Lane
075-4-/02/ /0014

12801 Chapel Street*
075-4-/02/ /0046

12718 Chestnut Road
075-4-/02/ /0051

7203 Main Street
075-4-/02/ /0088

7200 Main Street
075-4-/02/ /0089

7178 Clifton Road
075-4-/02/ /0104

7223 Dell Avenue
085-2-/02/ /0005

7225 Dell Avenue
085-2-/02/ /0006

7237 Dell Avenue
085-2-/02/ /0009

7239 Dell Avenue
085-2-/02/ /0011

These lots are highlighted on the attached map.
*Fees paid to connect to sewer on October 10, 1969; Grandfathered.

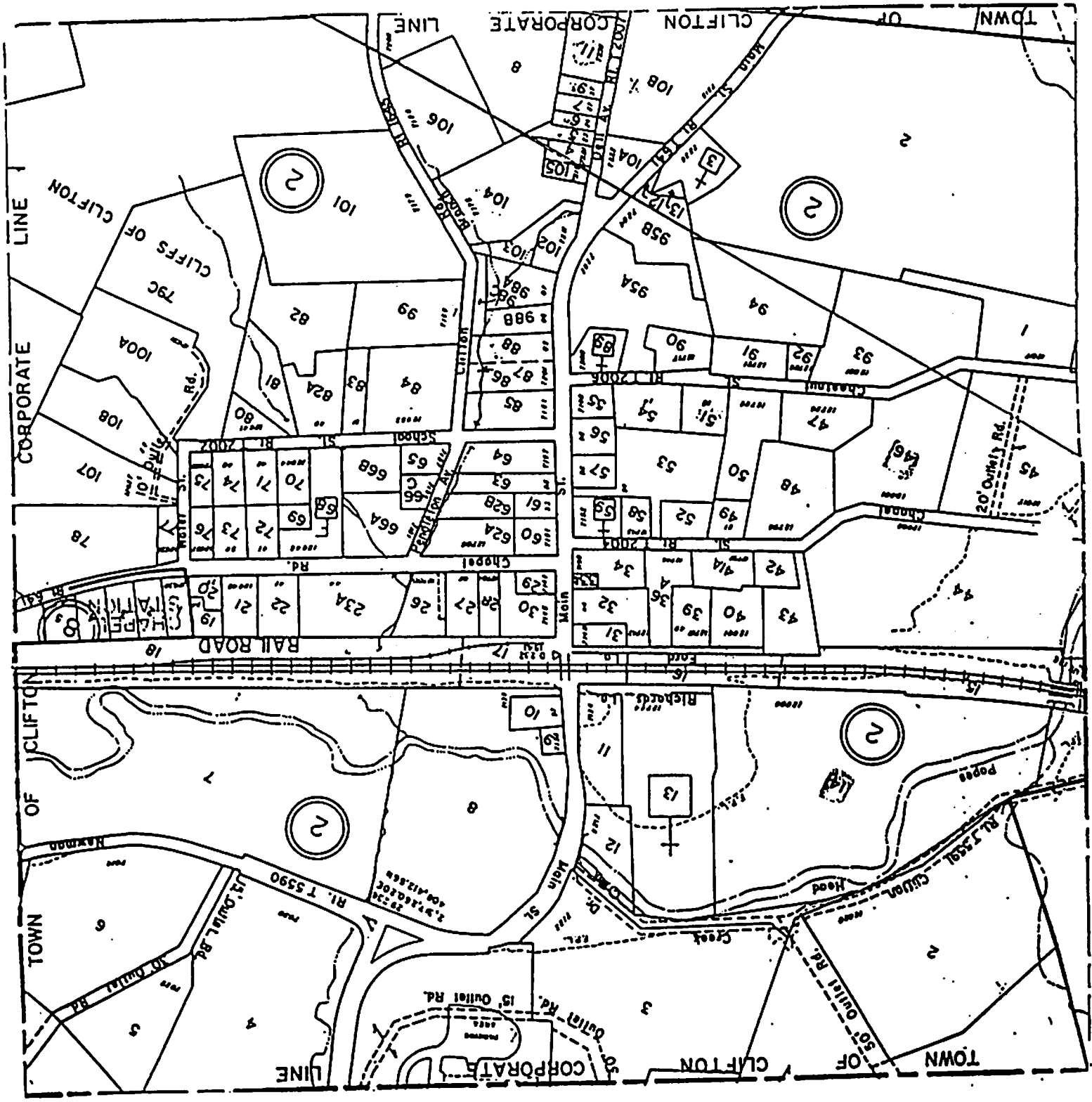
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AUG 5 1991

A-4 _____

(1)

AUG 5 1991



A-4



THE TOWN OF
Clifton

CLIFTON, VIRGINIA 22024

July 3, 1991

Mr. Richard Gozikowski
Department of Waste Management
3930 Pender Drive
Fairfax, Virginia 22030

2/8 OFFICE OF WASTE MANAGEMENT	
X	SEMD
	LMD
	WWTD
	SWCR
	SWDRR
DATE JUL 5 1991	

Dear Mr. Gozikowski:

At its July meeting held last night in the Clifton Fire Hall, the Clifton Town Council discussed the Sewer Policy for the Town of Clifton at great length. (This was the latest in many such discussions.)

Enclosed is the policy provided by your department, please note the changes we have made. We urge your consideration and approval of these changes, and that they be incorporated in the policy when it is considered by the Board of Supervisors later in the month.

Also enclosed is a copy of a letter from the Virginia Department of Health to Mr. James Franca requiring Mr. Franca to hook up to public sewer no later than August 20, 1991. Mr. Franca's letter to the Town requesting that his property be included in the list of properties eligible to connect to the sewer system is also enclosed. The Town Council voted unanimously to ask Fairfax County to consider Mr. Franca's request.

Thank you for your attention to this critical and vital matter for the Town of Clifton. If you have any questions, you may reach me at work at (301) 227-1970 or at home in the late afternoon at (703) 830-2129.

Sincerely,

James C. Chesley
James C. Chesley
Vice Mayor
Town of Clifton

JC:dd

Enclosures

AUG 5 1991

A-4 _____

(3)

JAMES P. FRANCA
ATTORNEY AT LAW
10017 JONES STREET
SUITE 101
FAIRFAX, VIRGINIA 22030

TELEPHONE
(703) 985-1141

FACSIMILE
(703) 985-1101

JAMES P. FRANCA
THOMAS F. KOERNER, JR.
(VA, DC)

June 24, 1991

W. McCauley Arnold, Esquire
10521 Judicial Drive
Suite 204
Fairfax, Virginia 22030

REFERENCE: THE SEWER POLICY COMMITTEE

Dear Mac:

Please consider this letter our formal request that my house located at 12631 Water Street be included in the list of properties eligible to connect to the sanitary sewer system.

I have reviewed the memo to the board dated January 28, 1991, and believe, based on the criteria adopted on January 7, 1974, that our home should be included. I have enclosed a plat of our property which shows our street frontage on Water Street. As you know, the sewer line ends near the end of School Street. However, I believe that our property line is as close as Mrs. Sprouse's property line was to the manhole located on Chapel Road.

In addition, we own the adjacent parcel which fronts on School Street and would create an easement to allow a direct-line hookup with minimum disturbance of the street. If necessary, we could adjust the lot line to meet the requirement of direct frontage.

Our septic system is currently failing. Enclosed please find written confirmation of that from the Fairfax County Health Department, specifically, Kevin Wastler, the sanitarian who did the inspection. I had been informed that we had another septic site but it now appears the County has withdrawn its approval.

AUG 5 1991


A-4

(4)

LETTER TO W. MCCAULEY ARNOLD, ESQUIRE
PAGE TWO
JUNE 24, 1991

We would like to be included on the list of houses from which staff can administratively authorize connecting to the sewer system. Please let me know if I can supply you with any additional information regarding our lot or this request. Thank you for your assistance.

Very truly yours,



James P. Franca

JPF/mlj
Enclosure

AUG 5 1991

A-4

(5)



COMMONWEALTH of VIRGINIA

PHONE
246-2201

IN COOPERATION WITH THE
STATE DEPARTMENT OF HEALTH
FAX NO. 276-8157
TDD 381-6435

Fairfax County Health Department
DIVISION OF ENVIRONMENTAL HEALTH
ENVIRONMENTAL SERVICES SECTION
10777 Main Street, Suite 102B
Fairfax, Virginia 22030

June 21, 1991

Mr. James Franca
12631 Water Street
Clifton, Virginia 22024

RE: Malfunctioning Sewage Disposal System at 12631 Water Street, Clifton, VA
22024, TM: 75-4-002-100A, Subdivision: Town of Clifton, Lot 100A

Dear Mr. Franca:

An inspection on June 6, 1991 revealed that the sewage disposal system is completely saturated and malfunctioning with sewage effluent flowing to the ground surface. This condition presents a health hazard and violates Chapter 68 of the Fairfax County Code. In order to eliminate the health hazard the septic tank must be pumped out immediately and as often as necessary to prevent sewage effluent from flowing to the ground surface.

Due to poor topographic features of the lot, location of the well water supply serving the property and the limited space available, repair and/or replacement of the existing system is not feasible. Therefore, the dwelling must be connected to the available public sewerage system no later than August 20, 1991.

Be advised the "Sewage Disposal System Construction Permit" issued on April 15, 1991 for the expansion of the existing system is now null and void.

If you have any questions regarding this matter please contact me at this office anytime between the hours of 8:00-9:00 a.m. and 2:30-4:30 p.m., Monday through Friday at 703-246-3576.

Very truly yours,

Kevin R. Wastler
Sanitarian

Reviewed by:

Dennis A. Hill, R.E.H.S.,
Program Manager

AUG 5 1991

A-4

DAH:KRW:jw

franca

VDH VIRGINIA
DEPARTMENT
OF HEALTH

(6)

FAIRFAX COUNTY, VIRGINIA

New #45

MEMORANDUM

TO: Glen G. Ehrich, Director
Department of Public Works

DATE: August 25, 1976

FROM: Leonard Whorton
County Executive *[Signature]*

FILE NO:

SUBJECT: Sewer Tap Request for Mullin Property (Lot 41), Clifton

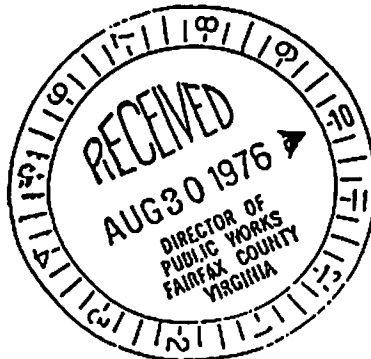
REFERENCE: Your memorandum of August 3, 1976

The existing County policy regarding new connections to the Clifton sanitary sewer system limits connections to certain specified categories, and it permits administrative authorization for new connections when the property falls within a specified category. The Health Department has advised my office that the Mullin property is an occupied residence, and it now constitutes a health hazard because of a malfunctioning septic system. Therefore, it is eligible under existing County policy to connect after payment of all usual fees.

Accordingly, I will be advising Mr. Hricko that a connection for the Mullin property (Lot 41) is authorized. However, due to the unusual nature and length of the proposed house lateral, this approval will be contingent upon payment of all usual fees and the conditions set forth in your August 3, 1976, memorandum to me.

[Handwritten arrow pointing down]
New 75-4/02/-/0045

LW/prw



AUG 5 1991

A-4

(7)



COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX
FAIRFAX, VIRGINIA 22030



OFFICE OF THE COUNTY EXECUTIVE

August 25, 1976

Mr. James Hricko
7150 Main Street
Clifton, Virginia 22024

Dear Mr. Hricko:

I am writing in response to your letter of June 23, 1976, regarding a sewer connection request for the Mullin residence at 12817 Chapel Road, Clifton.

Although our Clifton sewer policy prohibits most new connections, Mr. Mullin's residence is eligible for connection because it is occupied and its septic system is now a health hazard. Therefore, Mr. Mullin is eligible to connect his residence after payment of all usual fees and meeting the requirements of the Fairfax County Department of Public Works. These requirements are stipulated as part of the approval in order to protect the County's sanitary sewer system from problems which may occur from the unusual length and design of the proposed house lateral.

Specifically, the house lateral must meet these requirements:

- have a standard manhole tap without a tee or drop.
- have sufficient number of cleanouts to permit property owner maintenance to overcome potential grease problem.
- have a minimum of three feet cover to accommodate vehicular traffic.
- require special recorded agreement stating property owner's responsibilities in order to avoid future unpleasantness.

AUG 5 1991

A-4

(8)

Page Two

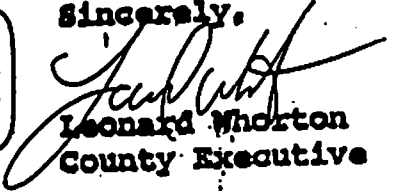
August 25, 1976

Mr. James Hricko
7150 Main Street
Clifton, Virginia 22024

If we may be of further assistance, please feel free to contact
us.

C

Sincerely,



Leonard Whorton
County Executive

O

P

cc: Glen G. Ehrich, Director
Department of Public Works
cc: John Clayton, Director
Division of Environmental Health

Y

AUG 5 1991

A-4

(9)

(END)

FOR BOARD PACKAGE

TO: COUNTY EXECUTIVE
VIA: Anthony H. Griffin
Deputy County Executive

DATE:

FROM: John W. di Zerega
Director, Department of Public Works

ITEM TYPE: Action

ITEM FOR BOARD MEETING ON: July 22, 1991
Date

TITLE: Sewer Policy for the Town of Clifton

AUTHOR: Jimmie D. Jenkins, Director Phone No.: 246-5030
System Engineering & Monitoring Division

THIS ITEM HAS BEEN COORDINATED WITH: (Indicate if not applicable)

- County Attorney Jill Rowe JR 6-11-91
- OMB N/A
-
-

DISTRICT: Springfield

Is there need for Supervisor to be advised of this item?
 Yes, and Supervisor has been advised. No

IS PROPOSED BOARD DATE CRITICAL? Yes No EXPLAIN: _____

IS FUNDING INVOLVED? Yes No

If YES, give amount, source: _____

ADVERTISEMENT: If this item authorizes a public hearing, the advertisement should be attached.
Is the ad attached? Yes No EXPLAIN: _____

WHAT ACTION, EVENT, OR REQUEST INSTIGATED THIS ITEM? _____

COMMENTS: (Any special action necessary, etc.?)

WORD PROCESSOR DOCUMENT I.D. NO.: 0355b/vol. 3

OPERATOR NAME: Karen Lowery

TELEPHONE: 246-5030

A- Sewer Policy for the Town of Clifton (Springfield District).

ISSUE: Reaffirmation of the Board of Supervisors' 1974 policy for providing sewer within the Town of Clifton, including concurrence with staff's implementation of that policy, and adoption for the future of a comprehensive policy which incorporates the foregoing. Consideration of sewer connections at 12631 Water Street and 12817 Chapel Street, Town of Clifton.

RECOMMENDATION: I recommend that the Board reaffirm its 1974 policy for Clifton sewer, including concurring with staff's implementation of that policy, and adopt for the future a comprehensive sewer policy for Clifton which incorporates the foregoing. I recommend also that the Board approve sewer connections at 12631 Water Street and 12817 Chapel Street, Town of Clifton, for the reasons discussed below.

TIMING: Routine.

BACKGROUND: There have been recent inquiries concerning the Board's policy on sewer service in the Town of Clifton. From time to time, the Board has taken some specific actions regarding sewer in the Town of Clifton, and staff has developed procedures and interpretations of these Board actions to enforce the Board's actions. This item is being brought to the Board to ensure that staff has been enforcing the policy for sewer in the Town of Clifton as desired by the Board of Supervisors and to specifically state the policy for the future.

The Board of Supervisors stated on May 22, 1972, "No additional sewer connection fees will be accepted prior to authorization for and completion of sewer treatment facilities in the Clifton area." On January 7, 1974, the Board amended the above statement by authorizing, "the staff to grant sanitary sewer connections administratively to those existing single-family residences in the Town of Clifton which are presently served by pit privies, have been identified as health hazards and front on the existing sewer line."

The above 1974 Board policy has been interpreted over the years to permit the following structures to connect to sewer administratively: buildings existing at the time of the Board's resolution with malfunctioning septic units, including existing non-residential facilities. Conversion of existing residences connected to the sewer system to commercial use has also been permitted if it is demonstrated that the sewage flow from the commercial use is comparable to that of a single-family residence. The guideline for allowing conversion of a residential to commercial structure is to limit the commercial structure to 30 fixture units, which has been considered roughly the equivalent in terms of availability fee

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The 1974 policy has also been interpreted to permit auxiliary buildings on a lot in the Town to connect to the main building's lateral provided that both the main and auxiliary buildings' plumbing fixture unit count does not exceed 30 fixture units, both buildings are on the same lot and all other requirements of law are complied with including, but not limited to, the Building Code, Plumbing Code, and Clifton Zoning Ordinance.

Staff has not tried to restrict residential or commercial building improvements on a lot which is approved for sewer in Clifton as long as the improvements involve plumbing fixture units totaling 30 fixture units or less on the lot, and, of course, all other requirements of law are complied with. Requests for sewer service in the Town of Clifton which exceed 30 fixture units or are for a new building on a lot not approved for sewer are referred to the Board of Supervisors for action. An analysis of the quantity of sewage flow and its impact on the Clifton sewer system is provided to the Board with these referrals for consideration by the Board in making their decision. An example of such a referral to the Board is the recently approved construction of the improvements to the Clifton Fire Station.

Currently, there are ten lots within the Town of Clifton which have structures that existed in 1974 served by septic systems that front on existing sewer lines (see attachment). Therefore, pursuant to the 1974 policy, staff can administratively authorize these lots to connect to sewer in the future if the septic systems develop problems. There are currently 56 connections to the Clifton sewer system including the Clifton Elementary School.

Based on the foregoing, for purposes of clarification, staff recommends that the Board reaffirm the 1974 sewer policy for Clifton, including concurring with staff's implementation of that policy, and adopt for the future the following statement as its Clifton sewer policy which incorporates the foregoing reaffirmation of the 1974 sewer policy and concurrence with staff's implementation of that policy:

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provided all requirements of law are met including, but not limited to, the Fairfax County Code, Building Code, Plumbing Code, and Clifton Zoning Ordinance.

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It should be noted that the Clifton Town Council has reviewed this four point policy and concurs with the policy as proposed.

Staff recommends the Board also approve a sewer connection at 12817 Chapel Street, Clifton. This residence does not front on the sewer line, however, sewer is available across Chapel Street on the adjoining lot. Leonard Whorton, County Executive at the time, approved this sewer connection by letter of August 25, 1976 (copy attached). Staff does not believe this residence meets the criteria of "frontage on sewer" required for administrative approval and is, therefore, asking the Board to approve the connection.

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July 22, 1991

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ENCLOSED DOCUMENTS: List of properties eligible to connect to sewer administratively; map of the Town of Clifton; July 3, 1991 letter from the Town of Clifton; June 24, 1991 letter from James P. Franca; June 21, 1991 letter from Dennis A. Hill; August 25, 1976 memorandum and letter from Leonard Whorton.

STAFF: Anthony H. Griffin, Deputy County Executive for Planning and Development; John W. di Zerega, Director, Department of Public Works; R. J. Gozikowski, Director, Office of Waste Management.

TOWN OF CLIFTON

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7203 Main Street
075-4-/02/ /0088

7200 Main Street
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7178 Clifton Road
075-4-/02/ /0104

7223 Dell Avenue
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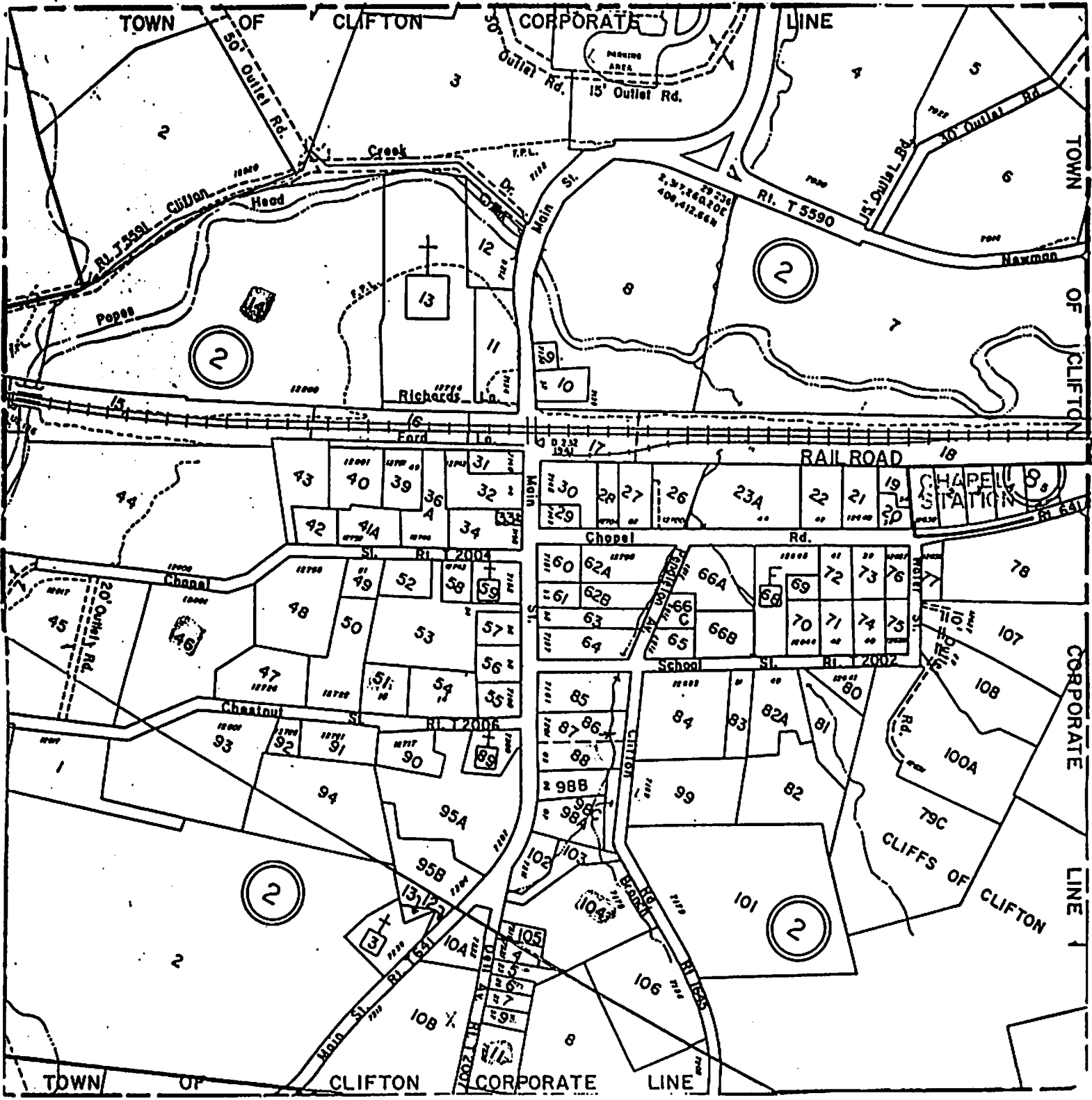
7237 Dell Avenue
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085-2-/02/ /0011

These lots are highlighted on the attached map.

*Fees paid to connect to sewer on October 10, 1969; Grandfathered.

doc: 1328h



TOWN OF CLIFTON CORPORATE LINE

50' Outlet Rd. 15' Outlet Rd. 30' Outlet Rd.

Head Creek Main St. Chapel Rd. R.I. T 5590

Richards 13 11 10 8 7 2

RAILROAD

30 29 28 27 26 23A 22 21 19 18 CHAPEL STATION

Chapel Rd. 60 62A 62B 63 64 65 66 66A 66B 66C 66D 66E 66F 66G 66H 66I 66J 66K 66L 66M 66N 66O 66P 66Q 66R 66S 66T 66U 66V 66W 66X 66Y 66Z 67 68 69 70 71 72 73 74 75 76 77 78 107 108

93 92 91 90 94 95A 95B 96 97 98 99 100A 100B 100C 100D 100E 100F 100G 100H 100I 100J 100K 100L 100M 100N 100O 100P 100Q 100R 100S 100T 100U 100V 100W 100X 100Y 100Z 101 102 103 104 105 106 108 Y

CLIFFS OF CLIFTON

2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200

TOWN OF CLIFTON CORPORATE LINE



THE TOWN OF
Clifton

CLIFTON, VIRGINIA 22024

July 3, 1991

Mr. Richard Gozikowski
Department of Waste Management
3930 Pender Drive
Fairfax, Virginia 22030

2/8		OFFICE OF WASTE MANAGEMENT	
<input checked="" type="checkbox"/>	SEMD		
<input type="checkbox"/>	LMD		
<input type="checkbox"/>	W/WTD		
<input type="checkbox"/>	SWCR		
<input type="checkbox"/>	SWDRR		
DATE		JUL	5 1991

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Thank you for your attention to this critical and vital matter for the Town of Clifton. If you have any questions, you may reach me at work at (301) 227-1970 or at home in the late afternoon at (703) 830-2129.

Sincerely,

James C. Chesley
James C. Chesley
Vice Mayor
Town of Clifton

JC:dd

Enclosures

JAMES P. FRANCA
ATTORNEY AT LAW
10017 JONES STREET
SUITE 101
FAIRFAX, VIRGINIA 22030

JAMES P. FRANCA
THOMAS F. KOERNER, JR.
(VA. DC)

TELEPHONE
(703) 385-1141

FACSIMILE
(703) 385-1101

June 24, 1991

W. McCauley Arnold, Esquire
10521 Judicial Drive
Suite 204
Fairfax, Virginia 22030

REFERENCE: THE SEWER POLICY COMMITTEE

Dear Mac:

Please consider this letter our formal request that my house located at 12631 Water Street be included in the list of properties eligible to connect to the sanitary sewer system.

I have reviewed the memo to the board dated January 28, 1991, and believe, based on the criteria adopted on January 7, 1974, that our home should be included. I have enclosed a plat of our property which shows our street frontage on Water Street. As you know, the sewer line ends near the end of School Street. However, I believe that our property line is as close as Mrs. Sprouse's property line was to the manhole located on Chapel Road.

In addition, we own the adjacent parcel which fronts on School Street and would create an easement to allow a direct-line hookup with minimum disturbance of the street. If necessary, we could adjust the lot line to meet the requirement of direct frontage.

Our septic system is currently failing. Enclosed please find written confirmation of that from the Fairfax County Health Department, specifically, Kevin Wastler, the sanitarian who did the inspection. I had been informed that we had another septic site but it now appears the County has withdrawn its approval.

LETTER TO W. McCAULEY ARNOLD, ESQUIRE
PAGE TWO
JUNE 24, 1991

We would like to be included on the list of houses from which staff can administratively authorize connecting to the sewer system. Please let me know if I can supply you with any additional information regarding our lot or this request. Thank you for your assistance.

Very truly yours,



James P. Franca

JPF/mlj
Enclosure



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH THE
STATE DEPARTMENT OF HEALTH
FAX NO. 278-8157
TDD 591-6435

Fairfax County Health Department
DIVISION OF ENVIRONMENTAL HEALTH
ENVIRONMENTAL SERVICES SECTION
10777 Main Street, Suite 102B
Fairfax, Virginia 22030

PHONE
246-2201

June 21, 1991

Mr. James Franca
12631 Water Street
Clifton, Virginia 22024

RE: Malfunctioning Sewage Disposal System at 12631 Water Street, Clifton, VA
22024, TM: 75-4-002-100A, Subdivision: Town of Clifton, Lot 100A

Dear Mr. Franca:

An inspection on June 6, 1991 revealed that the sewage disposal system is completely saturated and malfunctioning with sewage effluent flowing to the ground surface. This condition presents a health hazard and violates Chapter 68 of the Fairfax County Code. In order to eliminate the health hazard the septic tank must be pumped out immediately and as often as necessary to prevent sewage effluent from flowing to the ground surface.

Due to poor topographic features of the lot, location of the well water supply serving the property and the limited space available, repair and/or replacement of the existing system is not feasible. Therefore, the dwelling must be connected to the available public sewerage system no later than August 20, 1991.

Be advised the "Sewage Disposal System Construction Permit" issued on April 15, 1991 for the expansion of the existing system is now null and void.

If you have any questions regarding this matter please contact me at this office anytime between the hours of 8:00-9:00 a.m. and 2:30-4:30 p.m., Monday through Friday at 703-246-3576.

Very truly yours,

Kevin R. Wastler
Sanitarian

Reviewed by:

Dennis A. Hill, R.E.H.S.,
Program Manager

DAH:KRW:jw

franca

VDH VIRGINIA
DEPARTMENT
OF HEALTH

FAIRFAX COUNTY, VIRGINIA

New #45

MEMORANDUM

TO: Glen G. Ehrich, Director
Department of Public Works

DATE August 25, 1976

FROM: Leonard Whorton
County Executive *[Signature]*

FILE NO:

SUBJECT: Sewer Tap Request for Mullin Property (Lot 41), Clifton

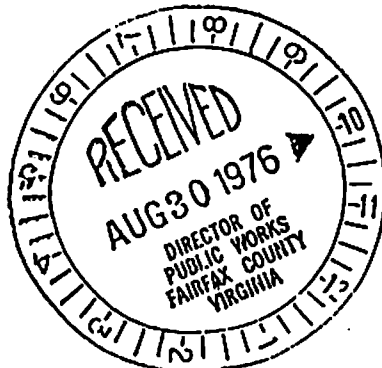
REFERENCE: Your memorandum of August 3, 1976

The existing County policy regarding new connections to the Clifton sanitary sewer system limits connections to certain specified categories, and it permits administrative authorization for new connections when the property falls within a specified category. The Health Department has advised my office that the Mullin property is an occupied residence, and it now constitutes a health hazard because of a malfunctioning septic system. Therefore, it is eligible under existing County policy to connect after payment of all usual fees.

Accordingly, I will be advising Mr. Hricko that a connection for the Mullin property (Lot 41) is authorized. However, due to the unusual nature and length of the proposed house lateral, this approval will be contingent upon payment of all usual fees and the conditions set forth in your August 3, 1976, memorandum to me.

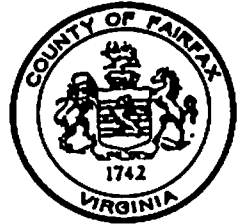
[Handwritten arrow pointing from 'Lot 41' to this text]
New 75-4/02/-/0045

LW/prw





COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX
FAIRFAX, VIRGINIA 22030



OFFICE OF THE COUNTY EXECUTIVE

August 25, 1976

Mr. James Hricko
7150 Main Street
Clifton, Virginia 22024

Dear Mr. Hricko:

I am writing in response to your letter of June 23, 1976, regarding a sewer connection request for the Mullin residence at 12817 Chapel Road, Clifton.

Although our Clifton sewer policy prohibits most new connections, Mr. Mullin's residence is eligible for connection because it is occupied and its septic system is now a health hazard. Therefore, Mr. Mullin is eligible to connect his residence after payment of all usual fees and meeting the requirements of the Fairfax County Department of Public Works. These requirements are stipulated as part of the approval in order to protect the County's sanitary sewer system from problems which may occur from the unusual length and design of the proposed house lateral.

Specifically, the house lateral must meet these requirements:

- have a standard manhole tap without a tee or drop.
- have sufficient number of cleanouts to permit property owner maintenance to overcome potential grease problem.
- have a minimum of three feet cover to accommodate vehicular traffic.
- require special recorded agreement stating property owner's responsibilities in order to avoid future unpleasantness.

Page Two

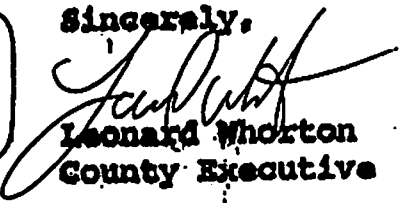
August 25, 1976

Mr. James Hricko
7150 Main Street
Clifton, Virginia 22024

If we may be of further assistance, please feel free to contact
us.

C

Sincerely,


Leonard Whorton
County Executive

P

cc: Glen G. Ehrich, Director
Department of Public Works
cc: John Clayton, Director
Division of Environmental Health

Y



COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX
DEPARTMENT OF PUBLIC WORKS
PENDER MILL BUILDING
3930 PENDER DRIVE
FAIRFAX, VIRGINIA 22030



June 19, 1991

Mayor Wayne Nickum
Town of Clifton
7156 Main Street
Clifton, Virginia 22024

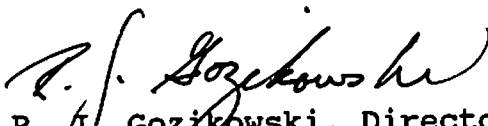
Dear Mayor Nickum:

As a follow up to our telephone conversation of June 18, 1991, this is to advise you that on June 17, 1991 the County Board of Supervisors directed staff, "to prepare and report with recommendations in the form of a Board item, by the July 22, 1991 meeting, to address the Clifton Sewer Policy and its implementation, and to include as part of the Board item any pending application for sewer taps in the Town of Clifton."

As you know, I sent a copy of the proposed Board item on the Clifton Sewer Policy to you for Council review and concurrence in February 1991. Consequently, this is to request a response from the Town Council on their review of the proposed Policy prior to July 12, 1991 in order for staff to properly respond to the Board directed deadline of July 22, 1991.

Sincerely,

DEPARTMENT OF PUBLIC WORKS


R. J. Gozikowski, Director
Office of Waste Management

RJG/lw.WP005

cc: John W. di Zerega, Director, Department of Public Works
cc: Jimmie D. Jenkins, Director, System Engineering and
Monitoring Division



THE TOWN OF
Clifton

CLIFTON, VIRGINIA 22024

July 3, 1991

Mr. Richard Gozikowski
Department of Waste Management
3930 Pender Drive
Fairfax, Virginia 22030

Dear Mr. Gozikowski:

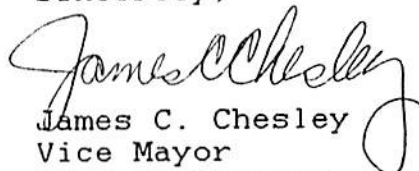
At its July meeting held last night in the Clifton Fire Hall, the Clifton Town Council discussed the Sewer Policy for the Town of Clifton at great length. (This was the latest in many such discussions.)

Enclosed is the policy provided by your department, please note the changes we have made. We urge your consideration and approval of these changes, and that they be incorporated in the policy when it is considered by the Board of Supervisors later in the month.

Also enclosed is a copy of a letter from the Virginia Department of Health to Mr. James Franca requiring Mr. Franca to hook up to public sewer no later than August 20, 1991. Mr. Franca's letter to the Town requesting that his property be included in the list of properties eligible to connect to the sewer system is also enclosed. The Town Council voted unanimously to ask Fairfax County to consider Mr. Franca's request.

Thank you for your attention to this critical and vital matter for the Town of Clifton. If you have any questions, you may reach me at work at (301) 227-1970 or at home in the late afternoon at (703) 830-2129.

Sincerely,


James C. Chesley
Vice Mayor
Town of Clifton

JC:dd

Enclosures

A- Sewer Policy for the Town of Clifton (Springfield District).

ISSUE: Reaffirmation of the Board of Supervisors' 1974 policy for providing sewer within the Town of Clifton, including concurrence with staff's implementation of that policy, and adoption for the future of a comprehensive policy which incorporates the foregoing.

RECOMMENDATION: I recommend that the Board reaffirm its 1974 policy for Clifton sewer, including concurring with staff's implementation of that policy, and adopt for the future a comprehensive sewer policy for Clifton which incorporates the foregoing.

TIMING: Routine.

BACKGROUND: There have been recent inquiries concerning the Board's policy on sewer service in the Town of Clifton. From time to time, the Board has taken some specific actions regarding sewer in the Town of Clifton, and staff has developed procedures and interpretations of these Board actions to enforce the Board's actions. This item is being brought to the Board to ensure that staff has been enforcing the policy for sewer in the Town of Clifton as desired by the Board of Supervisors, and to specifically state the policy for the future.

The Board of Supervisors stated on May 22, 1972, "No additional sewer connection fees will be accepted prior to authorization for and completion of sewer treatment facilities in the Clifton area." On January 7, 1974, the Board amended the above statement by authorizing, "the staff to grant sanitary sewer connections administratively to those existing single-family residences in the Town of Clifton which are presently served by pit privies, have been identified as health hazards, and front on the existing sewer line."

The above 1974 Board policy has been interpreted over the years to permit the following structures to connect to sewer administratively: buildings existing at the time of the Board's resolution with malfunctioning septic units, including existing non-residential facilities. Conversion of existing residences connected to the sewer system to commercial use has also been permitted if it is demonstrated that the sewage flow from the commercial use is comparable to that of a single-family residence. The guideline for allowing conversion of a residential to commercial structure is to limit the commercial structure to 30 fixture units, which has been considered roughly the equivalent in terms of availability fee paid and roughly the equivalent on average in terms of flow to a single-family residence. Of course, these structures

(residential or commercial) must comply with all other requirements of law including, but not limited to, the Building Code, Plumbing Code, Clifton Zoning Ordinance, etc.

The 1974 policy has also been interpreted to permit auxiliary buildings on a lot in the Town to connect to the main building's lateral provided that both the main and auxiliary buildings' plumbing fixture unit count does not exceed 30 fixture units, both buildings are on the same lot, and all other requirements of law are complied with including, but not limited to, the Building Code, Plumbing Code, and Clifton Zoning Ordinance.

Staff has not tried to restrict residential or commercial building improvements on a lot which is approved for sewer in Clifton as long as the improvements involve plumbing fixture units totaling 30 fixture units or less on the lot, and of course all other requirements of law are complied with. Requests for sewer service in the Town of Clifton which exceed 30 fixture units or are for a new building on a lot not approved for sewer are referred to the Board of Supervisors for action. An analysis of the quantity of sewage flow and its impact on the Clifton sewer system is provided to the Board with these referrals for consideration by the Board in making their decision. An example of such a referral to the Board is the recently approved construction of the improvements to the Clifton Fire Station.

Currently, there are 11 lots within the Town of Clifton which have structures that existed in 1974 served by septic systems that front on existing sewer lines (see attachment). Therefore, pursuant to the 1974 policy, staff can administratively authorize these lots to connect to sewer in the future if the septic systems develop problems. There are currently 56 connections to the Clifton sewer system including the Clifton Elementary School.

Based on the foregoing, for purposes of clarification, staff recommends that the Board reaffirm the 1974 sewer policy for Clifton, including concurring with staff's implementation of that policy, and adopt for the future the following statement as its Clifton sewer policy which incorporates the foregoing reaffirmation of the 1974 sewer policy and concurrence with staff's implementation of that policy:

1. Pursuant to the 1974 sewer policy, only the eleven lots with septic systems identified in the attachment will be permitted to connect to the sewer administratively if problems develop in the septic systems of those properties, provided all requirements of law are met including, but not limited to, the Building Code, Plumbing Code, and Clifton Zoning Ordinance.

of commercially or industrially zoned properties

2. Existing connections to the sewer ^{with residential uses} may be converted to commercial uses and approved administratively if the total plumbing fixture unit count on the one lot is less than 30 fixture units and all other requirements of law are met including, but not limited to, the Building Code, Plumbing Code and Clifton Zoning Ordinance.

3. Auxilary buildings on lots with an existing sewer connection may be connected to the main building's sewer lateral and approved administratively, if both the main and auxilary buildings' plumbing fixture unit count does not exceed thirty fixture units, both the auxilary and main building are on the same lot, and all other requirements of law are met including, but not limited to, the Building Code, Plumbing Code and Clifton Zoning Ordinance.

4. All ~~other~~ requests for sewer service must be ^{reviewed} ~~approved~~ by the Town of Clifton and the Board of Supervisors. *Town Council of the approved by*

It should be noted that the Clifton Town Council has reviewed this four point policy and concurs with the policy as proposed.

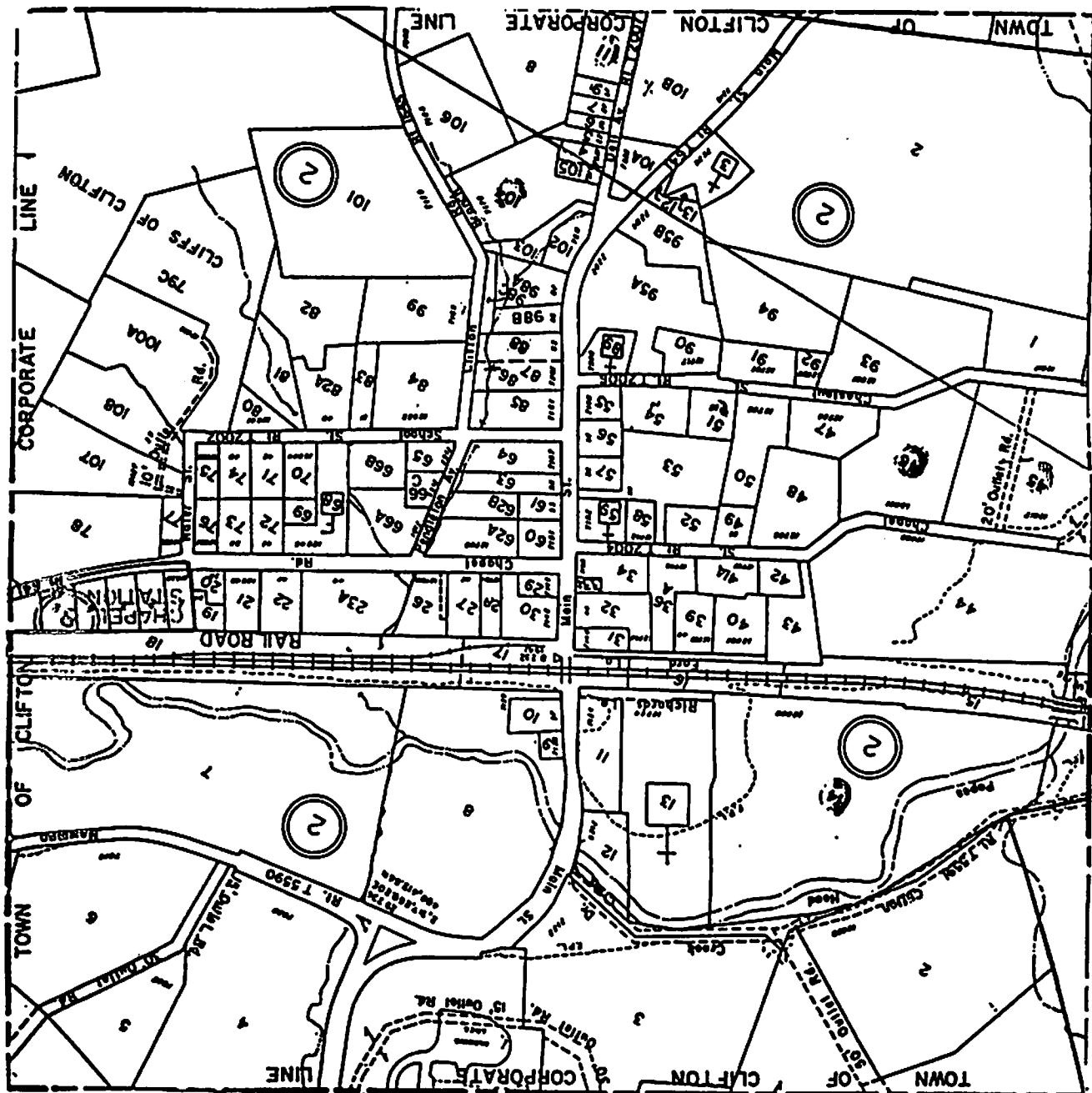
STAFF: Anthony H. Griffin, Deputy County Executive for Planning and Development; John W. di Zerega, Director, Department of Public Works; R. J. Gozikowski, Director, Office of Waste Management; Jill L. Rowe, Assistant County Attorney.

The County will notify the Town of Clifton of all requests for sewer service and permit the Town to review all data submitted to the County and provide input to the County with respect to such requests.

Cover letter to enclose letters from Franca with language to the effect:

The Town Council has reviewed the information enclosed and would request your consideration of the Franca's property for connection. The attached letter from the Health Department indicates the system is currently failing, the house was built prior to 1974, and has some protrusions on or near the sewer system.

The County should be aware that there are other houses in the town, not on the approved list, which existed prior to 1974 and which may well have their systems fail. There is currently no...



TOWN OF CLIFTON

The following properties within the Town of Clifton are eligible to connect to the sanitary sewer system:

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075-4-/02/ /0014**

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075-4-/02/ /0051**

**7203 Main Street
075-4-/02/ /0088**

**7200 Main Street
075-4-/02/ /0089**

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075-4-/02/ /0104**

**7223 Dell Avenue
085-2-/02/ /0005**

**7225 Dell Avenue
085-2-/02/ /0006**

**7237 Dell Avenue
085-2-/02/ /0009**

**7239 Dell Avenue
085-2-/02/ /0011**

These lots are highlighted on the attached map.

JAMES P. FRANCA
ATTORNEY AT LAW
10817 JONES STREET
SUITE 101
FAIRFAX, VIRGINIA 22030

JAMES P. FRANCA
THOMAS F. KOERNER, JR.
(VA, DC)

TELEPHONE
(703) 385-1141

FACSIMILE
(703) 385-1181

June 24, 1991

W. McCauley Arnold, Esquire
10521 Judicial Drive
Suite 204
Fairfax, Virginia 22030

REFERENCE: THE SEWER POLICY COMMITTEE

Dear Mac:

Please consider this letter our formal request that my house located at 12631 Water Street be included in the list of properties eligible to connect to the sanitary sewer system.

I have reviewed the memo to the board dated January 28, 1991, and believe, based on the criteria adopted on January 7, 1974, that our home should be included. I have enclosed a plat of our property which shows our street frontage on Water Street. As you know, the sewer line ends near the end of School Street. However, I believe that our property line is as close as Mrs. Sprouse's property line was to the manhole located on Chapel Road.

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LETTER TO W. McCAULEY ARNOLD, ESQUIRE
PAGE TWO
JUNE 24, 1991

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Very truly yours,

A handwritten signature in cursive script that reads "James P. Franca".

James P. Franca

JPF/mlj
Enclosure



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH THE
STATE DEPARTMENT OF HEALTH
FAX NO. 270-8157
TDD 591-6435

Fairfax County Health Department
DIVISION OF ENVIRONMENTAL HEALTH
ENVIRONMENTAL SERVICES SECTION
10777 Main Street, Suite 102B
Fairfax, Virginia 22030
June 21, 1991

PHONE
246-2201

Mr. James Franca
12631 Water Street
Clifton, Virginia 22024

RE: Malfunctioning Sewage Disposal System at 12631 Water Street, Clifton, VA
22024, TM: 75-4-002-100A, Subdivision: Town of Clifton, Lot 100A

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Kevin R. Wastler
Sanitarian

Reviewed by:

Dennis A. Hill, R.E.H.S.,
Program Manager

DAH:KRW:jw

franca



THE TOWN OF
Clifton

CLIFTON, VIRGINIA 22024

July 3, 1991

Mr. Richard Gozikowski
Department of Waste Management
3930 Pender Drive
Fairfax, Virginia 22030

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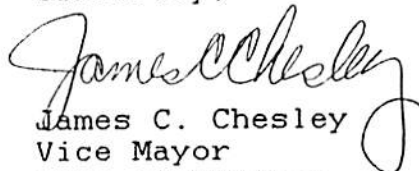
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which currently have
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4. All ~~other~~ ^{other} requests for sewer service must be ~~approved~~ ^{reviewed} by the ^{Town Council of the} Town of Clifton and ^{approved by} the Board of Supervisors. X

It should be noted that the Clifton Town Council has reviewed this four point policy and concurs with the policy as proposed.

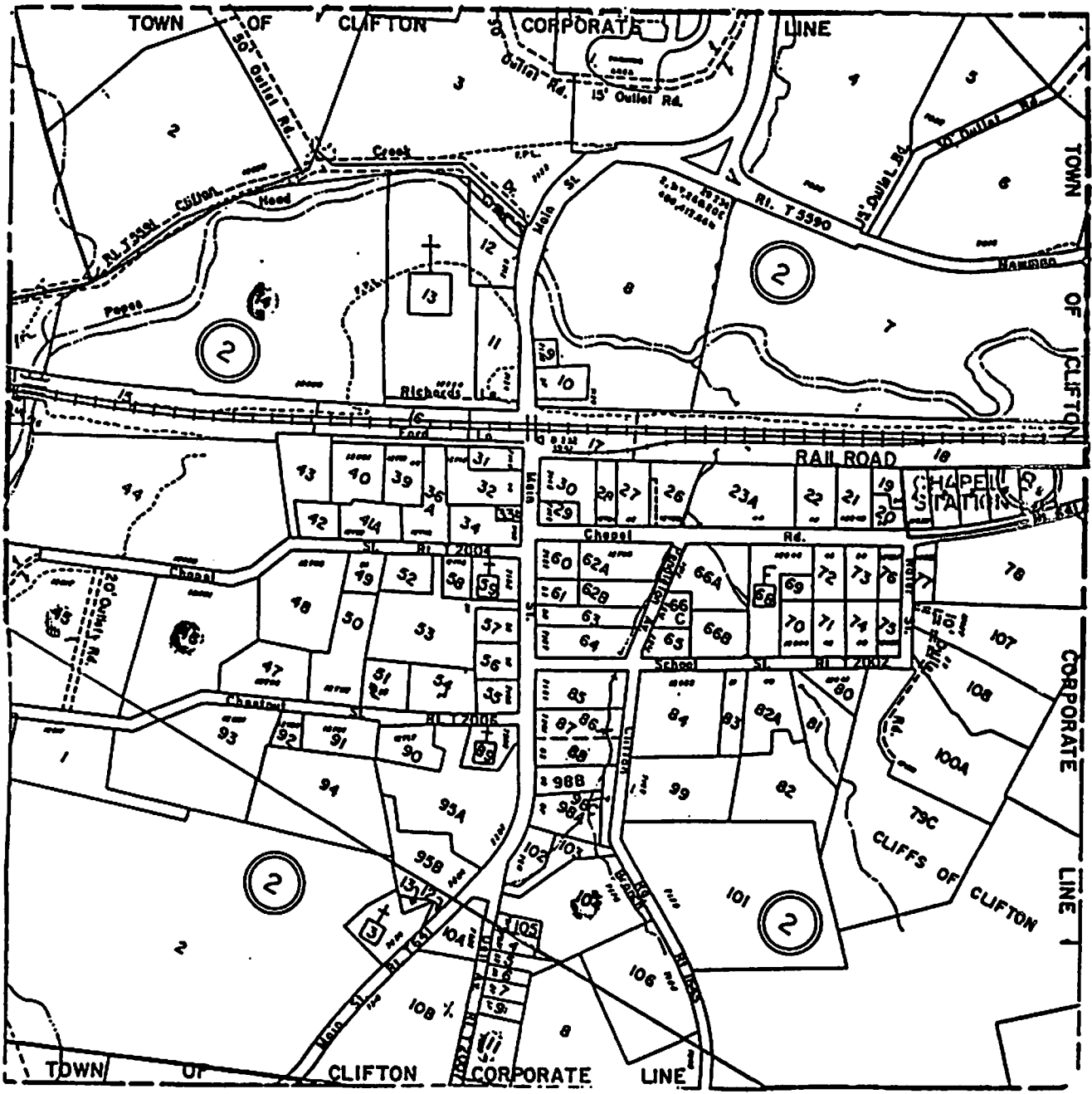
STAFF: Anthony H. Griffin, Deputy County Executive for Planning and Development; John W. di Zerega, Director, Department of Public Works; R. J. Gozikowski, Director, Office of Waste Management; Jill L. Rowe, Assistant County Attorney.

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TOWN OF CLIFTON

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These lots are highlighted on the attached map.

JAMES P. FRANCA
ATTORNEY AT LAW
10617 JONES STREET
SUITE 101
FAIRFAX, VIRGINIA 22030

JAMES P. FRANCA
THOMAS F. KOERNER, JR.
(VA. DC)

TELEPHONE
(703) 385-1141

FACSIMILE
(703) 385-1181

June 24, 1991

W. McCauley Arnold, Esquire
10521 Judicial Drive
Suite 204
Fairfax, Virginia 22030

REFERENCE: THE SEWER POLICY COMMITTEE

Dear Mac:

Please consider this letter our formal request that my house located at 12631 Water Street be included in the list of properties eligible to connect to the sanitary sewer system.

I have reviewed the memo to the board dated January 28, 1991, and believe, based on the criteria adopted on January 7, 1974, that our home should be included. I have enclosed a plat of our property which shows our street frontage on Water Street. As you know, the sewer line ends near the end of School Street. However, I believe that our property line is as close as Mrs. Sprouse's property line was to the manhole located on Chapel Road.

In addition, we own the adjacent parcel which fronts on School Street and would create an easement to allow a direct-line hookup with minimum disturbance of the street. If necessary, we could adjust the lot line to meet the requirement of direct frontage.

Our septic system is currently failing. Enclosed please find written confirmation of that from the Fairfax County Health Department, specifically, Kevin Wastler, the sanitarian who did the inspection. I had been informed that we had another septic site but it now appears the County has withdrawn its approval.

LETTER TO W. McCAULEY ARNOLD, ESQUIRE
PAGE TWO
JUNE 24, 1991

We would like to be included on the list of houses from which staff can administratively authorize connecting to the sewer system. Please let me know if I can supply you with any additional information regarding our lot or this request. Thank you for your assistance.

Very truly yours,

A handwritten signature in cursive script that reads "James P. Franca".

James P. Franca

JPF/mlj
Enclosure



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH THE
STATE DEPARTMENT OF HEALTH
FAX NO. 278-8157
TDD 591-6435

Fairfax County Health Department
DIVISION OF ENVIRONMENTAL HEALTH
ENVIRONMENTAL SERVICES SECTION
10777 Main Street, Suite 102B
Fairfax, Virginia 22030
June 21, 1991

PHONE
246-2201

Mr. James Franca
12631 Water Street
Clifton, Virginia 22024

RE: Malfunctioning Sewage Disposal System at 12631 Water Street, Clifton, VA
22024, TM: 75-4-002-100A, Subdivision: Town of Clifton, Lot 100A

Dear Mr. Franca:

An inspection on June 6, 1991 revealed that the sewage disposal system is completely saturated and malfunctioning with sewage effluent flowing to the ground surface. This condition presents a health hazard and violates Chapter 68 of the Fairfax County Code. In order to eliminate the health hazard the septic tank must be pumped out immediately and as often as necessary to prevent sewage effluent from flowing to the ground surface.

Due to poor topographic features of the lot, location of the well water supply serving the property and the limited space available, repair and/or replacement of the existing system is not feasible. Therefore, the dwelling must be connected to the available public sewerage system no later than August 20, 1991.

Be advised the "Sewage Disposal System Construction Permit" issued on April 15, 1991 for the expansion of the existing system is now null and void.

If you have any questions regarding this matter please contact me at this office anytime between the hours of 8:00-9:00 a.m. and 2:30-4:30 p.m., Monday through Friday at 703-246-3576.

Very truly yours,

Kevin R. Wastler
Sanitarian

Reviewed by:

Dennis A. Hill, R.E.H.S.,
Program Manager

DAH:KRW:jw

franca



COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX
BOARD OF SUPERVISORS
FAIRFAX, VIRGINIA 22030



JOHN F. HERRITY
CHAIRMAN
4100 CHAIN BRIDGE ROAD
FAIRFAX, VIRGINIA 22030

TELEPHONE 691-2321

JUL 30 1985

Mr. Wayne H. Nickum, Mayor
Town of Clifton
Clifton, Virginia 22024

Dear ~~Mr. Nickum~~ *Wayne*

This letter is to advise you that on July 8, 1985 the Board of Supervisors approved the Clifton Town Council's request for 54 additional fixture units for the restoration and use of the Clifton Hotel as a restaurant.

In approving this request, however, the Board requested that I advise you and the Town Council of the following:

- The Board is unlikely to approve any future requests for further increases in the pump and haul capacity;
- The Board desires to eliminate the current system which requires an unusual subsidy to the residents of the Clifton area;
- The Board requests the advice of the Clifton Town Council regarding a plan to initiate a sewer system which is not so heavily subsidized by County residents.

If you desire to discuss these issues in further detail, please contact me or Deputy County Executive Denton Kent.

Sincerely,

John F. Herrity, Chairman
Board of Supervisors

JFH:lm

cc: Board of Supervisors
J. H. Lambert, County Executive
Denton U. Kent, Deputy County Executive for Planning and Development
John W. di Zerega, Director, Department of Public Works
R. J. Gozikowski, Director, Office of Waste Management

FAIRFAX COUNTY, VIRGINIA

MEMORANDUM

TO: Denton U. Kent, Deputy County Executive
for Planning and Development **DATE** June 9, 1983

FROM: R. J. Gozikowski, Director
Office of Waste Management *RJG*

FILE NO:

SUBJECT: Your Verbal Request for Estimated Cost and Time Information on
Connecting the Town of Clifton to UOSA

REFERENCE:

Attached is a summary of the alternatives investigated for connecting Clifton to UOSA. Alternative 'A' is a gravity-force main system connecting to UOSA's Russia Branch pumping station with a design flow of 1 mgd and an estimated capital cost of \$1.7 million. Alternative 'C' is the same as Alternative 'A' except it is a 6" force main for the entire distance and has a design capacity of 0.1 mgd with an estimated capital cost of \$1.2 million. Alternative 'B' is a 6" force main with several pumping stations discharging to the Compton Road pump station with a design capacity of 0.1 mgd and an estimated capital cost of \$1.4 million. Estimated design and construction time would be 30 months for Alternative 'A' and 21 months for Alternatives 'B' or 'C'.

Alternative 'A' would serve 2700 SFRE (Single Family Residential Equivalents); Alternative 'B' or 'C' would serve 260 SFRE. Current pump and haul serves 55 SFRE.

The bottom line is that connecting Clifton to UOSA will cost from \$1.2 to \$1.7 million and will require 21 to 30 months for design and construction.

RJG:lm

Attachment

cc: S. Daley

ALTERNATIVES TO CLIFTON PUMP AND HAUL

I. Summary & Recommendations

A. Three Options Studied

1. Gravity sewer in Southern RR right-of-way
2. Force Main in VEPCO right-of-way
3. Force Main in Southern RR right-of-way

- B. The current Pump and Haul operation is the most cost effective of the options studied given the present population served.
- C. Design constraints require a larger design population for economical implementation of the alternative systems studied.
- D. The County will continue to subsidize the Clifton area disposal system unless the service population is increased by approximately 10 times.
- E. If the service population of the Clifton area were allowed to increase to twice its current size, Options B and C would become more cost effective than Pump and Haul. Costs per SFRE for Pump and Haul remain static when the population is increased while the unit costs of the alternate systems decrease with an expanded population.
- F. Solutions to immediate problems in Clifton should be based on modification of current Pump and Haul procedures or equipment.

II. Alternatives Studied

A. Gravity Sewer along Southern RR right-of-way

1. System Description

- a) Discharge to UOSA's Russia Branch Pump Station
- b) 12,000' of 18" gravity sewer
- c) 1 Pump Station
- d) 7,000' of Force Main
- e) Design Flow Capacity - 1 MGD

2. Costs

- a) Capital Costs - \$1.7 million
- b) Yearly Operating Costs - \$14,600
- c) Present Worth of Costs - \$1,824,304

3. Notes

- a) Design capacity of system is 50 times current pump and haul capacity

- b) Slope constraints dictate 18" pipe.
- c) Deep trench cuts combined with excessive rock will make option very expensive.
- d) Access for construction and maintenance will be very difficult.
- e) UOSA's willingness to accept additional flows to Russia Branch P.S. has not been determined.
- f) Gravity sewer would be the least expensive option per SFRE served if design capacity could be fully utilized.

B. Force Main in VEPCO Right-of-Way

1. System Description

- a) Discharge to Compton Road Pump Station
- b) 17,000' of 6" Force Main
- c) 6 Pump Stations in series along Force Main
- d) Design Flow Capacity - .1 MGD

2. Costs

- a) Capital Costs - \$1.4 million
- b) Yearly Operating Costs - \$32,400
- c) Present Worth of Costs \$1,668,154

3. Notes

- a) Design capacity of system is 5 times the current pump and haul capacity.
- b) VEPCO has not been contacted for comment on use of right-of-way.
- c) Estimated project cost could be reduced significantly if a low flow/high head pump could be found suitable for this application.
- d) Access to Force Main and Pump Stations for construction and maintenance would be excellent.
- e) The Compton Road Pump Station's ability to handle increased flow has not been determined.

C. Force Main along Southern RR Right-of-Way

1. System Description

- a) Discharge to UOSA's Russia Branch Pump Station
- b) 19,000' of 6" Force Main
- c) 2 Pump Stations
- d) Design Flow Capacity - .1 MGD

2. Costs

- a) Capital Cost - \$1.18 million
- b) Yearly Operating Costs - \$14,600
- c) Present Worth of Costs - \$1,304,804

3. Notes

- a) Design capacity of system is 5 times the current pump and haul capacity.
- b) Access for construction and maintenance will be difficult.
- c) Unless significant growth is anticipated in the Clifton area, this alternative would be more practicle, both from design and cost views, than a gravity sewer in, the same right-of-way.
- d) UOSA's willingness to accept increased flows at its Russia Branch Pump Station has not been confirmed.

III. Economic Comparison of Options

	A	B	C	D
	<u>Gravity Sewer</u>	<u>VEPCO Force Main</u>	<u>Southern RR Force Main</u>	<u>Pump & Haul</u>
Capital Costs	\$1,700,000	\$1,395,300	\$1,180,500	150,000
Annual Operating Costs *	14,600	32,400	14,600	75,600
Present Worth of Capital & Operating Costs (P/A, 10%, 30 yrs) = 8.514	1,824,304	1,668,154	1,304,804	793,658
Design Population (SFRE)	2,700	260	260	55
Unit Present Worth Cost per Design SFRE	675	6,416	5,018	14,430
Unit Present Worth Cost for Current SFRE	33,169	30,330	23,723	14,438

\$500/mile of sewer or F.M., \$4,600/pump station

IV. Estimate of Alternative Systems Costs and Design & Construction Time

A. Gravity Sewer in Southern RR Right-of-Way

1. Cost Estimate

Sewer	12,000' @ \$75/ft =	900,000
Manholes	33 @ \$2,000 ea =	66,000
Pump Station	1 @ \$250,000 =	250,000
Force Main	7,000 @ \$40/ft =	<u>280,000</u>
	Sub-Total	1,396,000
	Engineering	150,000
	Additional Maintenance Equip.	<u>75,000</u>
	Total	\$1,721,000

2. Design and Construction Time Estimates

Preliminary Engineering	9 months
Design Engineering	3 months
Construction	<u>18 months</u>
Total	30 months

B. Force Main in VEPCO Right-of-Way

1. Cost Estimate

Force Main	1,700 @ \$40/ft =	680,000
Pump Station	6 @ \$75,000 =	<u>450,000</u>
Sub-Total		1,140,000
Little Rocky Run Contractor Reimbursement		152,300
Engineering		<u>113,000</u>
Total		1,395,300

2. Design and Construction Time Estimates

Preliminary Engineering	6 months
Design Engineering	3 months
Construction	<u>12 months</u>
Total	21 months

C. Force Main in Southern RR Right-of-Way

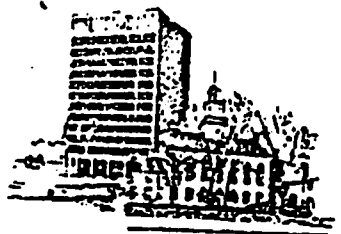
1. Cost Estimate

Force Main	19,070' @ \$45/ft =	855,000
Pump Stations	2 @ \$75,000 ea. =	<u>100,000</u>
Sub-Total		1,005,000
Additional Maintenance Equip.		75,000
Engineering		<u>100,500</u>
Total		\$1,180,500

2. Design and Construction Time Estimates

Preliminary Engineering	6 months
Design Engineering	3 months
Construction	<u>12 months</u>
Total	21 months

210 - (copy) Clifton Policies, Guid



COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX
FAIRFAX, VIRGINIA 22030



May 31, 1977

Mr. James Hricko
7150 Main Street
Clifton, Virginia 22024

Re: Clifton - Sanitary Sewer Policy

Dear Mr. Hricko:

Per your request, enclosed herewith is the current policy regarding sanitary sewer connections within the Town of Clifton as approved by the Board of Supervisors on January 7, 1974. This policy does not address connections for commercial development which must be considered on a case by case basis and be approved by the Board of Supervisors.

Very truly yours,

DEPARTMENT OF PUBLIC WORKS
Office of Waste Management

Robert W. Morris, Chief
System Analysis Section
System Analysis & Control Branch

RWM/dgs

Enclosure - As Stated

head), and said resolution so adopted being in the words and figures following,

to-wit:

"WHEREAS, Primary Route 123, from 0.498 miles north of the intersection of Interstate Route 66 to 0.538 miles east of the west corporate limits of the town of Vinton, a distance of 2.619 miles, has been altered, and a new road has been constructed and approved by the State Highway Commissioner, which new road serves the same citizens as the road so altered; and

"WHEREAS, certain sections of this new road follow new locations, these being shown on the attached sketch titled, "Change in Secondary System Due to Relocation and Construction on Route 123, Project: 0123-029-108, C501 dated at Richmond, October 19, 1973;:

WIT, THEREFORE, BE IT RESOLVED: That the portions of Primary Route 123, i.e., sections 5, 6, 7, and 8, shown in red on the sketch titled "Changes in Secondary System Due to Relocation and Construction on Route 123, Project: 0123-029-108, C501 dated at Richmond, Virginia, October 19, 1973, a distance of 0.23 miles be, and hereby is, added to the Secondary System of State Highways, pursuant to Section 33-141 of the Code of Virginia of 1950, as amended;

And further, that the State Highways Commission be requested to take the necessary action to discontinue the sections of old location, i.e., these portions of sections 1, 2, 3, and 4, which are shown in yellow on the aforementioned sketch a total distance of 0.18 miles, as a part of the secondary system of State Highways as provided in Section 33.76.7 of the Code of Virginia of 1950 as amended.

On motion of Supervisor Herrity, seconded by Supervisor Moore and carried by a vote of seven, Supervisors Alexander and Pennino being out of the room at this time, the Board authorized the Staff to grant sanitary sewer connections administratively to those existing single family residences in the Town of Clifton which are presently served by pit privies, have been identified as health hazards, and front on the existing sewer line.

Supervisor Scott requested that the new Public Works Director, Mr. Glen Ehrlich, investigate the Lincoln, Lewis, Vannoy Park situation re sanitary sewer and report back to the Board at an early date with recommendations and, hearing no objection, it was so ordered.

On motion of Supervisor Magazine, seconded by Supervisor Harris and carried by the following recorded vote: Supervisor Phillips, "AYE"; Supervisor Magazine, "AYE"; Supervisor Herrity, "AYE"; Supervisor Scott, "AYE"; Supervisor Moore, "AYE"; Supervisor Herrity, "AYE"; Chairman Packard, "AYE"; Supervisors Alexander and Pennino being out of the room at this time, the Board endorsed the Council of Governments' resolution in support of United States Senate Bill S-1769, to establish a national fire administration, and expressed its support of same, to be conveyed not only to the House Committee, and expressed its support of same, toatives from Fairfax County.

On motion of Supervisor Herrity, seconded by Supervisor Herrity and carried

Supervisor Herrity moved that the Board amend the Clifton Pump and Haul Policy in order to include those existing residents who are on pit privies near existing sewer lines and whose land does not perc. This motion was seconded by Supervisor Moore.

Following a Board discussion regarding the limitation of this motion to existing residents, Supervisor Moore withdrew her second.

Supervisor Herrity then accepted the suggested wording of the County Executive which would be that the Board will amend the Clifton Pump and Haul Policy to allow hookups when the property owner is serviced by a pit privy, when his land does not perc, and when he has an available sewer line, said hookups to be issued administratively after the applications are made and sewer availability charges are paid. This motion was then seconded by Supervisor Pennino.

Following further discussion, Supervisor Scott moved to table the motion. This motion was seconded by Supervisor Moore and carried by the following recorded vote: Supervisor Phillips, "AYE"; Supervisor Pennino, "NAY"; Supervisor Scott, "AYE"; Supervisor Moore, "AYE"; Supervisor Herrity, "NAY"; Acting Chairman Magazine, "AYE"; Supervisor Alexander being out of the room at this time and Supervisor Harris and Chairman Packard being absent.

Supervisor Scott said he had distributed copies of a letter signed by Mr. Thomas O. Lawson, Counsel for the Fairfax Education Association Retirement Housing Corporation, to Board members setting forth certain steps the Corporation has taken in reference to their retirement housing project to be located on land off Gosnell Road in Tysons Corner and which states in part: ...that the terms of the use permit previously granted to the Fairfax Education Association Retirement Housing Corporation require us to abide by Fairfax County regulations before building permits will be issued and we shall abide by those regulations in and under the terms of the use permit, which require up to 60 percent for lower and moderate income housing."

Supervisor Pennino moved that the Board reconsider its earlier action to defer action on this matter until next Wednesday. This motion was seconded by Supervisor Herrity, and carried by a vote of six, Supervisor Alexander being out of the room at this time and Supervisor Harris and Chairman Packard being absent.

Supervisor Pennino then moved that the Board adopt the following recommendations presented by the County Executive: (1) that the Staff be directed to develop a policy statement for adoption by the Board on sewerage like proposals; (2) that the Staff coordinate with the Fairfax Education Association in working to resolve the above County reservations and if all points are successfully resolved, the tap can be granted administratively; and (3) that the Board authorize the Chairman to endorse a letter of County intent which is required as part of the Fairfax Education Association's pending application for State financing from the Virginia Housing Development Authority. This motion was seconded by Supervisor Herrity.

Dec. 3, 1973



March 19, 1976

Mr. Michael Long
Office of the County Executive
4100 Chain Bridge Road
Fairfax, Virginia 22030

Dear Mr. Long:

At the March 2, 1976, Town Council meeting, the County's proposed revisions to the Clifton Sewer Policy, as described in a Memo to the Board of Supervisors (dated June 20, 1975), were discussed.

The following changes to that Memo were proposed:
(Under "Proposed Policy" on p. 14 of the Memo)

- 1) Existing residential buildings will be allowed to connect to sanitary sewer after payment of all usual fees.
- 2) New buildings will not be allowed to connect.
- 4) Existing commercial buildings will be allowed to connect.

In that same Memo, on p. 15, there was an indication that the Health Department would give the Town a review of its procedures. To date, we have not received such a review. We would like to see it.

I hope this information is helpful.

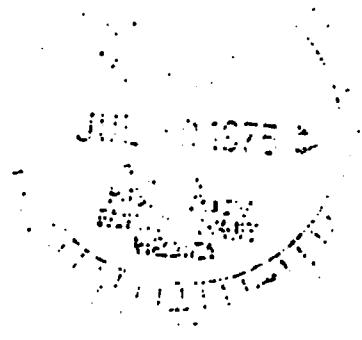
Sincerely yours,

Phyllis B. Waters
Phyllis B. Waters
Mayor

PZT:la

Clifton Sewer Policy
7-1021

Clifton Sewer Policy



Ted Kessel, Executive Assistant

Board directive:
June 23, 1975

Carol Whitcomb

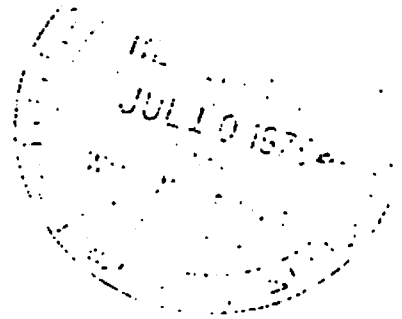
July 7, 1975

The attached materials were included in the Board package of June 23. At that time, on motion of Supervisor Ferrity, the Board requested that the proposed amendment to the Clifton sewer policy be referred to the officials of the Town of Clifton for comment and recommendation.

Please refer these to the Clifton officials and upon receipt of their comments and recommendations, we will take it back to the Board for approval. Good luck in finding the Town officials!

TJK/hcs

cc: Glen Ehrlich, Director, PW



I-4. Proposed amendments to Clifton Sewer Policy.

ISSUE: Commercial uses being established in existing structures.

RECOMMENDATION: To approve the clarified policy as proposed below.

TIMING: The background and proposed policy draft are being presented at this time for informational purposes. I expect to bring the matter back in the very near future with a recommendation that the Board adopt it as policy for the Clifton sewer.

BACKGROUND: The Board will recall that the sewer tap allocation policy applicable to Clifton permits the hook-up of an existing residential structure, provided that it is served by an existing sewer line and has either a failed septic system or pit privy. The County Executive's office has approved each application.

In August of 1974, an applicant expressed to this office his intent to expand a kitchen in an existing structure and was permitted additional fixture units on the existing residential tap granted the structure in December, 1971 (30 fixture units equals one residential tap). In fact, the intent was to convert the structure to a restaurant, which is about to open as Buckley's Inn.

Essentially, there were two staff errors: 1) approving the additional fixture units (though not exceeding 30 units) without a letter of intent and a set of plans and 2) misinterpretation by Public Works of this office's direction. It is the conclusion of the County Attorney that the owner has a vested right to use his property as a restaurant. Agreements have been reached which would limit the number of fixture units so far as possible. As a result, the projected sewage flow of the restaurant will equal approximately two houses.

Administrative procedures surrounding the granting of Clifton taps have been strengthened as a result of this incident. There remains a need, however, to 1) establish a surcharge for the restaurant's use of the system and 2) to clarify the sewer tap policy with respect to commercial operations which may be established in existing structures. In proposing an amendment to the current policy, we must bear in mind that:

There is apparent interest in rehabilitating Clifton; we must continue to rely on pump and haul to handle the town's sewage; and we must be concerned that the town's appointment of a building official will give the County less overview of future renovation projects.

Sewage Disposal. Earlier, I authorized staff review of a Health Department proposal for a subsurface sewage treatment facility in Clifton, an experimental and limited system which might be suitable to serve existing structures in the town. This study is on-going.

Initial soil surveys appear to indicate there are suitable areas for such a system, but there is no immediate interest on the part of landowners to sell those parcels. The possibility remains to seek a court order to perform the on-site soil survey and to proceed with condemnation should it prove feasible, cost-effective, and desirable to construct a limited and experimental system. In the near future, however, we must continue to rely upon pump and haul and to sharply limit sewage flow in the town in order to minimize operations costs.

Rehabilitating Clifton. There seems to be considerable interest in Clifton to restore historic structures as residences and to attract small commercial operations oriented to crafts, antiques, and recently the restaurant. It seems desirable to encourage such a rehabilitation provided that it is possible to restrict sewer hook-ups to existing structures having limited fixture units.

Clifton appointing a Building Official. As a town Clifton has had its own zoning powers and land use control. Clifton has recently also notified the County of the appointment of a town building official. In the future, the only County review of building permits will be made by the Health Department, because under State law it must approve the form of sewage disposal being proposed for any building permit. It will require an active inspection program to monitor possible conversions of vacant structures to residential or commercial use.

Proposed Policy: In view of the above, we would propose a clarification of the Clifton sewer tap policy as outlined below:

- 1) Existing residences served either by a pit privy or a failed septic system will be allowed to connect to sanitary sewer after payment of all usual fees.
- 2) New buildings, and residences not described in #1 above will not be allowed to connect.
- 3) Existing residences which are already connected to sanitary sewer or hold already paid taps may be converted to commercial uses without penalty upon payment of all usual fees if they do not exceed the residential equivalent of 30 fixture units. No additional fixtures units will be permitted.
- 4) Existing commercial structures which are served by a failed septic system will be allowed to connect. If their expected usage does not exceed the residential equivalent, they will be allowed to connect after payment of all usual fees. If their expected usage exceeds the residential equivalent, they will be allowed to connect after payment of all usual fees, but will also pay a continuing quarterly charge for the pro-rata share of the excess flow's pump and haul cost.

- 5) In all situations, unless specifically stated to the contrary above all usual Health Department regulations and procedures will be followed. For example, establishment of a new commercial or residential building would not be permitted unless adequate sewage disposal can be provided by septic systems.

The Health Department will advise the town of its review procedures with respect to building permits. In addition, it will set up procedures with the Department of Public Works and the Department of Environmental Management to assist in that review as necessary in order to assure that renovations do not result in fixture units in excess of 30, except as allowed above.

Lastly, the Buckley Inn will be charged for the pro rata share of the excess flow's pump and haul cost. Further, we would not propose that the Buckley Inn case be allowed as a precedent for granting excess fixture units in the future.

STAFF: Glen Ehrich, Director,
Public Works and Carol A.
Whitcomb, Executive Assistant
to the County Executive

1. The following information is being provided to you for your information only. It is not intended to be used for any other purpose. The information is being provided to you for your information only. It is not intended to be used for any other purpose.

The following information is being provided to you for your information only. It is not intended to be used for any other purpose. The information is being provided to you for your information only. It is not intended to be used for any other purpose.

The following information is being provided to you for your information only. It is not intended to be used for any other purpose. The information is being provided to you for your information only. It is not intended to be used for any other purpose.

2025
John Doe and Jane Smith
123 Main Street
City, State, ZIP



Clifton Clerk <clerk@cliftonva.gov>

ARB July 2020

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

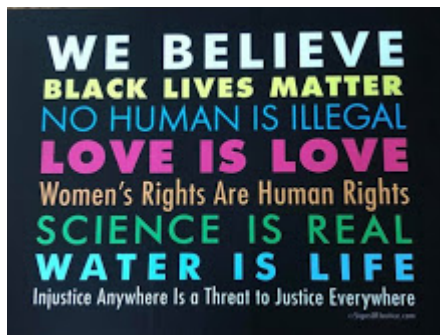
Thu, Jul 30, 2020 at 9:44 AM

Amanda,

I have attached an ARB report for the mayor and town council members. I will be out of town attending my son's wedding in Savannah so it is unlikely I will be attending the Zoom meeting on Tuesday. The ARB did not have any applications to review and did not have a meeting but there have been questions regarding some signage that has recently been installed around town. I would like the town council's direction on this issue.

Regards,

Royce Jarrendt

2 attachments

arb sign question.jpg
112K

 **ARB Report July 2020.docx**
25K

WE BELIEVE
BLACK LIVES MATTER
NO HUMAN IS ILLEGAL
LOVE IS LOVE
Women's Rights Are Human Rights
SCIENCE IS REAL
WATER IS LIFE
Injustice Anywhere Is a Threat to Justice Everywhere

©SignsOfJustice.com

Northern Virginia Mechanical Services Inc.
45418 Persimmon Lane
Sterling, VA 20165
Phone: (703)444-3005
Fax: (703)444-1707

Customer Name	Phone	Date
Address	Job Address	
City, State, Zip	Work Phone(s)	

We will furnish and install the equipment listed below at the price, terms, and conditions outlined on this proposal.

Equipment Specifications

Installation shall include:

- | | |
|---|---|
| <input type="checkbox"/> New amp disconnect outside | <input type="checkbox"/> Install aux condensate drain pan |
| <input type="checkbox"/> New disconnect inside | <input type="checkbox"/> Meet all code requirements |
| <input type="checkbox"/> New low voltage wiring as needed | <input type="checkbox"/> Complete system start up |
| <input type="checkbox"/> New equipment pump ups | <input type="checkbox"/> year parts warranty |
| <input type="checkbox"/> New equipment pad | <input type="checkbox"/> year labor warranty |
| <input type="checkbox"/> New properly sized refrigerant lines | <input type="checkbox"/> year compressor warranty |
| <input type="checkbox"/> Charge to manufacturers specifications | <input type="checkbox"/> year service agreement |
| <input type="checkbox"/> Evacuate refrigerant system | <input type="checkbox"/> |
| <input type="checkbox"/> Refrigerant recovery | <input type="checkbox"/> |
| <input type="checkbox"/> Remove existing equipment from job | <input type="checkbox"/> |
| <input type="checkbox"/> New condensate drain line | <input type="checkbox"/> |
| <input type="checkbox"/> New condensate pump | <input type="checkbox"/> |

Northern Virginia Mechanical Services Inc.
45418 Persimmon Lane
Sterling, VA 20165
Phone: (703)444-3005
Fax: (703)444-1707

We propose hereby to furnish material and labor complete in accordance with above specifications for the sum of \$

Payment is to be made as follows:

All material is guaranteed to be as specified. All work is to be completed in a workmanship manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature: _____

Note: This proposal may be withdrawn by us if not accepted within days.

Acceptance of Proposal: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

Signature: _____

Signature: _____

Florencio Contreras
9701 47th Place
College Park, MD 20740
Cell: 703-675-7019

Town of Clifton
P.O. Box 309
Clifton, VA 20124

Invoice

Replace rotten siding with hardy plank and prime and paint, where necessary, on both buildings

- Replace rotten window frame portions and prime and paint, where necessary, on back of back building \$250.00
- Replace rotten soffit and fascia areas and prime and paint, where necessary, on the back of second building corner to corner \$750.00
- Secure gutter angle in places where they are currently positioned to retain water \$150.00
- Re-attach siding that isn't rotten on both buildings and replace all siding that can't be reattached as needed. Reattach loose siding and replace rotten siding and prime, caulk and paint on small frame around electrical boxes on back of back building to the corner of where the dog house was. \$850.00
- Remove rotten dog house \$250.00
- Replace rotten portions and prime, caulk and paint the four posts on the front building's porch \$1,200.00

Subtotal

Total cost of investment:

- Replace roof over electrical service And install door with pad lock latch. \$ 3,450.00
350.-

50% will be due to start and the other 50% will be due at the completion of the job. One year warranty.

Client signature:  Florencio Contreras:  \$ 3800

Date: 8/10/20 Date: 8-10-20

Thank you for your consideration

CLIFTON TOWN COUNCIL, COMMISSIONS, BOARDS & COMMITTEES

2020-2022

	Term Expires		Term Expires
<u>TOWN COUNCIL</u>		<u>TOWN OFFICIALS</u>	
William (Bill) R. Hollaway, Mayor	06-30-22	Town Attorney: Maureen Gilmore	06-30-22
Regan McDonald, Vice Mayor		Town Clerk: Amanda Christman	06-30-22
Patrick Pline, Council		Zoning Clerk: Amanda Christman	06-30-22
Melissa Milne, Council		Town Treasurer: Marilyn Barton	06-30-22
Darrell D. Poe, Council			
Steve Effros, Council		<i>Dual signature for checks/Single for transfers between Town Accounts.</i>	
<u>PLANNING COMMISSION (4-YEAR TERMS)</u>		Town Treasurer: Marilyn Barton	06-30-22
Kathy Kalinowski, Chair	01-04-21	Patrick Pline, Councilmember	06-30-22
Melissa Milne, Town Council Representative	06-30-22	William (Bill) Hollaway, Mayor	06-30-22
Terri Winkowski	06-30-23		
Jennifer Heilmann	02-01-21	<u>TOWN HALL MANAGER</u>	
Susan Yantis	06-06-24	Darrell Poe, Manager & Reservationist & Town Council Representative	6-30-22
Michelle Stein	06-30-24		
Mac Arnold	07-11-24	<u>TOWN PARKS MANAGER</u>	
<u>BOARD OF ZONING APPEALS (5-YEAR TERMS)</u>		Donna Netschert, Parks Reservationist	6-30-22
(3, 5 or 7 Members)	03-01-21	Regan McDonald, Town Council Representative	6-30-22
Brant Baber, Chair			
VACANT	07-01-24	<u>GOVERNMENTAL LIAISONS</u>	
Marilyn Stoney	07-01-25	<u>FAIRFAX COUNTY ATHLETIC COUNCIL</u>	
William Ridenour	03-04-22	Jeff Stein	
Jeff Stein	03-04-23	<u>SULLY DISTRICT CITIZENS ADVISORY COMMITTEE LIAISON</u>	
<u>ARCHITECTURAL REVIEW BOARD</u>		Vacant	
(5 or 7 Members)		<u>VML LIAISON</u>	
Royce Jarrendt, Chair	06-30-21	Melissa Milne, Town Council Representative	6-30-22
Regan McDonald, Town Council Representative	06-30-21	Stephen Effros	
Phyllis Lovett	06-30-21	<u>FAIRFAX COUNTY FIRE LIAISON</u>	
Geri Yantis	06-30-21	Darrell Poe, Town Council Representative	6-30-22
Phoebe Peterson	06-30-21		
Jeff Stein	06-30-21	<u>VIRGINIA CIGARETTE TAX BOARD</u>	
Diane Dygve	06-30-21	Melissa Milne, Town Council Representative	6-30-22
<u>Industrial Development Authority</u>		<u>SPECIAL PROJECTS COMMITTEE</u>	
Brant Baber, Chair	03-04-23	Susan Yantis, Chair	
Sarah Nitz, Director	03-04-22	Bill Ference	
Steve Effros, Director	03-04-22	Rick Layfield	
Wayne Nickum, Director	03-04-22	Rick Peterson	
Jeff Stein	03-04-22	Regan McDonald, Town Council Representative	6-30-22
William Ridenour	03-04-22	Geri Yantis	
James Chesley	03-04-24	Doug Miller	

ADHOC COMMITTEES:

NOISE COMMITTEE

Kathy Kalinowski

Steve Effros

Jennifer Heilmann

Darrell Poe, Town Council Representative 6-30-22

CLIFTON BUSINESS COALITION

Business Representatives (Businesses in Clifton may each have one representative)

Sean McNamara, Co-Chair

Darrell Poe

Stephen Effros, Town Council Representative 6-30-22

COMMUNICATION COMMITTEE

Jay Davis

Michelle Stein

Amanda Christman

6-30-22

Erich Russek-Robbins

Darrell Poe, Town Council Representative 6-30-22

COMMITTEE ON THE ENVIRONMENT

Laura Stephens McDonald, Chair

Michelle Stein

Mark Khosravi

Regan McDonald

Jennifer Heilmann

Regan McDonald, Town Council Representative 6-30-22

CLIFTON TRAILS COMMITTEE

Mark Khosravi, Chair

HAUNTED TRAIL COMMITTEE

Esther Pline, Co-Chair

Sydney Sawyer, Co-Chair

Jeff Harper

Darrell Poe, Town Council Representative 6-30-22

Witches & Warlocks of Clifton

CLIFTON CANDLELIGHT CHRISTMAS

HOMES TOUR COMMITTEE

Darah Curran, Chair

Melissa Milne, Town Council Representative 6-30-22

TOWN PARKS COMMITTEE

6-30-22

Adj. Prop. Owners (*one resident vote per parcel*)

Donna Netschert, Chair

Arlene Posner

Jeff Sealy

Ginny Keen

Dwayne Nitz

Ester Pline

Council For The Arts

Darrell Poe, Chair & Town Council Representative 6-30-22

Alexia Poe

Joanna Ormisher

Chuck Rusnak, Art Guild Liaison

HISTORIC PRESERVATION COMMITTEE

Margo Khosravi, Chair

Diane Dygve

Mark Khosravi

Darrell Poe

Jan Schneiderman

Wayne Nickum

Chuck Rusnak

William (Bill) Hollaway, Town Council Representative 6-30-22

PARKING & TRAFFIC COMMITTEE

Melissa Milne, Town Council Representative 6-30-22

Chase Hinderstein

Graham Milne

Kimberly El Boury

Amine El Boury

Jim Chesley

Jennifer Chesley

Lorena Saldivar

Lynn Screen

Eileen Fulk

PINK HOUSE MAINTENANCE

William (Bill) Hollaway, Chair

Regan McDonald, Town Council Representative 6-30-22

HOLIDAY TREE LIGHTING EVENT

Darrell Poe, Town Council Representative 6-30-22

TOWN EVENTS COMMITTEE

Darrell Poe, Town Council Representative 6-30-22

Town Parks Committee, cont'd

6-30-22

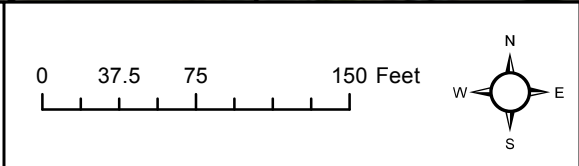
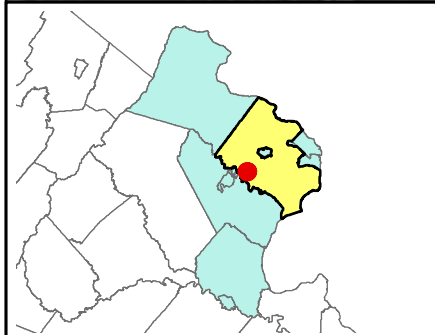
Laura McDonald

Regan McDonald, Town Council Representative 6-30-22

Jennifer Heilmann


Steve Bittner

Wayne Nickum



**CBA Easement
5.3 acres**

CBA Easement
 Clifton


 Northern Virginia Conservation Trust
 7/7/2015 SNO



Clifton Clerk <clerk@cliftonva.gov>

agenda items for August TC

5 messages

Laura McDonald <laura.e.mcdonald@icloud.com>
To: "Hollaway Ph.D., William R." <WHollaway@gibsondunn.com>
Cc: Regan McDonald <mcdonald.regan@gmail.com>, Clifton Clerk <clerk@cliftonva.gov>

Wed, Jul 1, 2020 at 5:57 PM

Hi Bill,

I would like to add something to the August TC agenda: adopting the counties resolution to apply natural (native) landscaping to town properties. The advocacy volunteers for Audubon Society Northern Virginia (my day job) have worked for 10 years to get this passed.

From our July newsletter:

Board of Supervisors Approves a Major Initiative to Enhance County Properties with Native Plants

ASNers won a big victory on June 9 when the Fairfax County Board of Supervisors unanimously approved an amendment to the county's comprehensive plan to apply natural landscaping to county properties. This will formalize natural landscaping as official policy for the county and is the culmination of many years of effort, led by ASN.

The vote was 8 to 0, with Supervisors Dan Storck and Rodney Lusk absent because of a Black Lives Matter march in the Mount Vernon area. Previously, the Planning Commission had voted for it unanimously on May 14.

We believe that Fairfax County is the only jurisdiction in the region to adopt this approach as formal policy in a comprehensive plan. Adoption of this amendment means that natural landscaping, which uses native plants and trees, will be used on county properties, especially as the county builds or remodels buildings and grounds.

It would be helpful if Auduboners in Fairfax County thanked their member of the Board of Supervisors. You can find yours [here](#). Click on Find My Supervisor and put in your address.

I was also wondering if there would be any money in the budget to support the bluebird trail that Felicia Wright and I have been working on. We have been reusing old houses that are in pretty rough shape. I'm happy to forward some information if you think this would be a good idea. Let me know if you'd still like to site some boxes on your property. Happy to zip up to Frog Hill any time. I work from home most days, but go into the office periodically.

Kind regards,

Laura

Clifton Clerk <clerk@cliftonva.gov>
To: Laura McDonald <laura.e.mcdonald@icloud.com>

Wed, Jul 1, 2020 at 6:15 PM

Dear Ms. McDonald,

Please use whollaway@cliftonva.gov for the Mayor, and it would be greatly appreciated if you would let others know too, when it comes up. Many thanks! And thanks for sharing this information for August.

[Quoted text hidden]

--

Sincerely,
Amanda Christman
Town Clerk, Clifton, VA

Clifton Clerk <clerk@cliftonva.gov>
To: William Hollaway <whollaway@cliftonva.gov>

Wed, Jul 1, 2020 at 6:17 PM

I will keep working on this. We WILL get the emails to stop coming to your work address.

[Quoted text hidden]

Laura McDonald <laura.e.mcdonald@icloud.com>
To: Clifton Clerk <clerk@cliftonva.gov>

Wed, Jul 1, 2020 at 6:25 PM

OK, thanks. I didn't know that I was supposed to use that email address. Bill had called me week before last to talk about bluebirds... I'm happy to forward to the other TC members.

Hope that you have a nice weekend!

tfn,

Laura

"be kinder than necessary, for everyone you meet is fighting some kind of battle."

[Quoted text hidden]

William Hollaway <whollaway@cliftonva.gov>
To: Clifton Clerk <clerk@cliftonva.gov>

Thu, Jul 2, 2020 at 3:55 PM

Thanks Amanda. Bill

William R. Hollaway

On Jul 1, 2020, at 6:17 PM, Clifton Clerk <clerk@cliftonva.gov> wrote:

[Quoted text hidden]

Public testimony re: Natural Landscaping proposal

Margaret Fisher August 4, 2020

Hello,

I am one of the organizers of our Wild About Clifton team, an *ad hoc* group of residents which formed last year to help educate our neighbors about what we can be doing on our properties to preserve and protect the birds and butterflies as well as the water quality of our special part of Northern Virginia. We have a website called Wild About Clifton and a Facebook Group called Naturally Clifton where over 400 enthusiastic members post photos of the interesting sightings from around here. Our outreach activities have included regular articles in the Clifton Living magazine, pollinator bookmarks which were distributed by local businesses during Pollinator Week last year, a booth at Clifton Day, daily postings during Earth Month, and videos of pollinators during Pollinator Week this year. I am also one of the organizers of the Plant NOVA Natives campaign which promotes the use of native plants in Northern Virginia.

The five acre zoning that was put in place in the 1980s to protect the Occoquan Reservoir has created an oasis where we have the opportunity to reverse the decline of the local songbird populations and to demonstrate that humans and wildlife can thrive side by side. How successful we are will depend on the landscaping practices that each of us adopts. To give one example, adult songbirds have a varied diet, but their babies can only eat insects. Most insects can only eat the plants with which they evolved. So for all our local birds to reproduce, our landscapes must include very sizable numbers of locally native plants. Plants that were introduced from other continents, such as turf grass and crepe myrtles, are useless to the insects and birds. And some of them, including Japanese Barberry, Chinese Silvergrass and many other ornamentals, have escaped into the wild and are ruining our natural areas. The floodplain park, for instance, is being overrun with invasive Multiflora Rose and other species so that it is difficult to find native plants other than the canopy trees. Other conventional landscaping practices such as the use of pesticides do further damage to the struggling wildlife populations.

Fortunately, there is good reason to believe that much of this damage can be reversed with good land management. This is why the Fairfax County Board of Supervisors recently adopted a Comprehensive Plan amendment to require that new projects on county land incorporate natural landscaping, and why I am very much hoping that you will do the same in the Town of Clifton. You have the opportunity to show your fellow Cliftonites how perfectly practical it is to use Virginia plants instead of European or Asian ones to create landscapes that are beautiful, authentic and suited to our environment. These plants are readily available, and professional landscapers are learning how to incorporate them seamlessly into their designs. Please vote to adopt the proposal that Laura MacDonald has put before you.



Clifton Clerk <clerk@cliftonva.gov>

Re: Town Council of Clifton Regular Meeting Confirmation

2 messages

znt228@verizon.net <znt228@verizon.net>
To: clerk@cliftonva.gov

Tue, Aug 4, 2020 at 3:37 PM

Amanda -

Instead of speaking tonight at the Town Council meeting (since I spoke last month), if there is a list of folks voicing support for/against the "Welcome to Clifton..." or substitute racial justice banner, please list me as in favor of the banner.

Thanks.

Karen

Sent from my iPhone

On Aug 3, 2020, at 6:40 PM, Amanda Christman <no-reply@zoom.us> wrote:

Hi Karen Arnold,

Thank you for registering for "Town Council of Clifton Regular Meeting".

Please submit any questions to: clerk@cliftonva.gov

Date Time: Aug 4, 2020 07:30 PM Eastern Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

[Click Here to Join](#)

Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Description: Until further notice from the Mayor of Clifton, and in accordance with the Resolution of the Town Council regarding Remote Participation by Electronic Means Policy and the Town Council Continuity of Government Methods Authorizing Remote Participation by Electronic Means Without a Physical Quorum Being Present Pursuant to Virginia Law, the Town of Clifton Town Council 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. The meeting will also be live-streamed to YouTube at the linked channel:

https://www.youtube.com/channel/UCXiozdArPFydDsCPF8fqngp?view_as=subscriber

Any member of the public wishing to observe the electronic meeting via Zoom must register using the link provided by the Town Clerk by Noon on the day of the meeting.

Any member of the public requesting to speak or make comments during the electronic meeting must first register through the Zoom link and then register with the Town Clerk at clerk@cliftonva.gov in advance by Noon on the day of the meeting, by providing their name and address and the subject matter of their comments, in order to have an opportunity to speak and provide comments during the meeting. Any such comments will be limited to three (3) minutes per speaker and priority will be given to the citizens and taxpayers of the Town of Clifton. Members of the public may also submit written comments to the Town Clerk in advance of the meeting. Any such written comments will be included in the record for the meeting, but will not be read aloud during the meeting.

Or iPhone one-tap :

8/4/2020

cliftonva.gov Mail - Re: Town Council of Clifton Regular Meeting Confirmation

US: +13126266799,,83387338061# or +19292056099,,83387338061#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 833 8733 8061

International numbers available: <https://us02web.zoom.us/j/kcAWuRyMYL>

You can [cancel](#) your registration at any time.

Clifton Clerk <clerk@cliftonva.gov>

Tue, Aug 4, 2020 at 6:09 PM

To: William Hollaway <whollaway@cliftonva.gov>, Stephen Effros <seffros@cliftonva.gov>, Regan McDonald <rmcdonald@cliftonva.gov>, Melissa Milne <mmilne@cliftonva.gov>, Pat Pline <ppline@cliftonva.gov>, Darrell Poe <dpoe@cliftonva.gov>, Karen Arnold <znt228@verizon.net>

Dear Ms. Arnold,

Thank you for your comment, which I am forwarding to the Council.

[Quoted text hidden]

--

Sincerely,
Amanda Christman
Town Clerk, Clifton, VA



Clifton Clerk <clerk@cliftonva.gov>

Banner Issue

2 messages

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

Fri, Jul 24, 2020 at 11:43 AM


Hello Amanda,

Will you forward my attached letter to the mayor and councilmembers please.

Thanks,

Royce Jarrendt

One Dwelling, Inc.
703 932-5762

 **banner rules.docx**
13K

Clifton Clerk <clerk@cliftonva.gov>

Fri, Jul 24, 2020 at 11:52 AM

To: William Hollaway <whollaway@cliftonva.gov>, Stephen Effros <seffros@cliftonva.gov>, Melissa Milne <mmilne@cliftonva.gov>, Darrell Poe <dpoe@cliftonva.gov>, Regan McDonald <rmcdonald@cliftonva.gov>, Pat Pline <ppline@cliftonva.gov>


Dear Members,

I am forwarding these comments by request.

[Quoted text hidden]

--

Sincerely,
Amanda Christman
Town Clerk, Clifton, VA

 **banner rules.docx**
13K

To: Mayor Hollaway and
The Clifton Town Council

July 24, 2020

From: Royce Jarrendt
12639 Chapel Rd
Clifton, VA 20124

Re: Clifton Banner Policy

During the town council meeting on 7/22 there were comments from councilmembers regarding VDOT requirements versus Town of Clifton “law”. When using the word law, I believe the comments referenced the Town Code. I do not believe there is anything in the Town Code that references banners other than business advertisement banners. The only document I have found related to the banners placed over Main St. is listed on the town website as Main Street Banner Policy. That link brings up a document titled Clifton Town Street Banner Rules.

I am not an attorney and it may be “splitting hairs” but it seems the banner policy language should be included in the Town Code and probably in the area which details signage requirements.

Item #11 of the Clifton Main Street Banner Rules states, “Banners will be approved only for events located in the town”. It seems the language of any proposed banner should take that rule into account or that rule should be changed.

With the current divisive atmosphere we are experiencing, someone other than me, could find reason for argument that could be avoided. I assure you that is not my motive or intention with this letter.

Respectfully,

Royce Jarrendt



Clifton Clerk <clerk@cliftonva.gov>

Re: Town Council Regular Meeting Agenda for Aug. 4th at 7:30 PM

2 messages

Norby Eric <ehnorby@gmail.com>
To: Clifton Clerk <clerk@cliftonva.gov>

Sun, Jul 26, 2020 at 5:10 PM

Thank you for the email alerting me to the zoom meeting, unfortunately I am unable to participate via zoom. I would like to leave the following comments and request that they be read at the meeting:

Recently a banner was put up on main street stating that Clifton is where Black Lives Matter. Now I see there is a proposal for a new banner stating "Clifton is committed to racial justice".

These banners beg the question, when in recent history has the town of Clifton shown that it does not care about black lives? Similarly, when in the recent past has Clifton not been committed to racial justice?

I've lived in this area long enough where a good friend of mine's junior high school in Northern Virginia was segregated. Tremendous progress has been made since then. I don't understand the motivation for the town of Clifton to address issues that have not existed. It really smacks of pandering and placating potential demonstrators, rioters, and looting. It also suggests weakness and fear from the town of Clifton.

I also see on the agenda, 7.f. regarding streets and places in Clifton named after individuals who were part of the confederate states of America. I hope the town of Clifton does not succumb to the changes that are most likely being requested. It is absurd to try to hide our history rather than learn from it. When is the last time anyone in Clifton heard someone here celebrating the confederacy, Confederate soldiers, etc.?

Thank you for the opportunity to voice my concerns.

Eric Norby

Sent from my iPhone

On Jul 26, 2020, at 4:55 PM, Norby Eric <ehnorby@gmail.com> wrote:

On Jul 24, 2020, at 11:51 AM, Clifton Clerk <clerk@cliftonva.gov> wrote:

Dear Residents and Friends of Clifton,

The Agenda is attached here for the upcoming Council Meeting, which is scheduled to take place via Zoom on Tuesday, August 4th at 7:30 PM. You can register to observe or participate via Zoom here: **Registration Link** https://us02web.zoom.us/webinar/register/WN_4CAS4HqBRP6dpkE1oskUvw. If you do not receive a confirmation email from Zoom within 24 hours, first check your "spam" folder. If you still can't find it, contact the Clerk as soon as possible. In addition to registering on Zoom, If you wish to address live comments to the Council, you must reply to this email no later than Noon the day of the meeting.

The meeting will also be live-streamed on YouTube to this channel: https://www.youtube.com/channel/UCXiozdArPFydDsCPF8fqnpq?view_as=subscriber

Town Council meeting agendas and meeting information can be found on the calendar on the Town's website here: <http://cliftonva.gov/>.

--

Sincerely,
Amanda Christman
Town Clerk, Clifton, VA
<104006636_3 _Clifton Agenda August 2020 - Town Council Meeting.pdf>

Clifton Clerk <clerk@cliftonva.gov>

Mon, Jul 27, 2020 at 11:15 AM

To: Norby Eric <ehnorby@gmail.com>, William Hollaway <whollaway@cliftonva.gov>, Stephen Effros <seffros@cliftonva.gov>, Regan McDonald <rmcdonald@cliftonva.gov>, Melissa Milne <mmilne@cliftonva.gov>, Pat Pline <ppline@cliftonva.gov>, Darrell Poe <dpoe@cliftonva.gov>

Mr. Norby,

I am forwarding your comments along to the Council, and they will be included with the meeting Minutes for August 4th.

[Quoted text hidden]



Clifton Clerk <clerk@cliftonva.gov>

new banner

1 message

michellestein@cox.net <michellestein@cox.net>

Tue, Aug 4, 2020 at 12:52 PM

To: whollaway@cliftonva.gov, seffros@cliftonva.gov, cppline@cliftonva.gov, rmcdonald@cliftonva.gov, mmilne@cliftonva.gov, dpoe@cliftonva.gov

Cc: Clifton Clerk <clerk@cliftonva.gov>

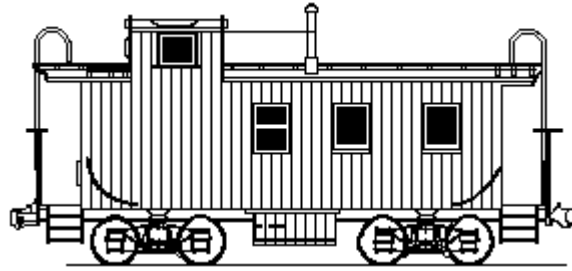
The Stein family supports the installation of the new banner as noted in the agenda.

Michelle Stein

michellestein@cox.net

703-539-8000 office

703-989-4376 cell



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, AUGUST 4, 2020, 7:30 PM
ELECTRONIC MEETING BY ZOOM
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Until further notice from the Mayor of Clifton, and in accordance with the Resolution of the Town Council regarding Remote Participation by Electronic Means Policy and the Town Council Continuity of Government Methods Authorizing Remote Participation by Electronic Means Without a Physical Quorum Being Present Pursuant to Virginia Law, the Town of Clifton Town Council 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. **Registration Link**
https://us02web.zoom.us/webinar/register/WN_4CAS4HqBRP6dpkE1oskUvw

Any member of the public wishing to observe or participate in the electronic meeting **must notify the Town Clerk at clerk@cliftonva.gov in advance by Noon on the day of the meeting** in order to register for the meeting.

Any member of the public requesting to speak or make comments during the electronic meeting **must register with the Town Clerk at clerk@cliftonva.gov in advance by Noon on the day of the meeting, providing their name and address and the subject matter of their comments**, in order to have an opportunity to speak and provide comments during the meeting. Any such comments will be **limited to three (3) minutes** per speaker and priority will be given to the citizens and tax-payers of the Town of Clifton. Members of the public may also submit written comments to the Town Clerk in advance of the meeting. Any such written comments will be included in the record for the meeting, but will not be read aloud during the meeting.

Order of Business:

1. Report of the Town Clerk:
 - a. Approval of the Minutes (previous meetings and work sessions).
2. Report of the Treasurer.
 - a. Reinvestment of Three Certificates of Deposit at John Marshall Bank.
 - b. New Town Council Member to Sign Town Checks.
3. Council Selection of Vice Mayor.
4. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.

Each person wishing to address the Council shall, when recognized by the Mayor:

- (i) Give their name and address;
- (ii) Direct their remarks to the Council and not to other citizens present;

(iii) Be limited to one period of not over three (3) minutes, unless granted additional time by unanimous consent of the Council.

Persons requesting to speak must have registered with the Town Clerk by no later than Noon of the day of the meeting. Priority to speak shall be given to persons in the order that they registered with the Town Clerk.

5. Reports of Committees:
 - a. Planning Commission.
 - b. Report of the Zoning Administrator:
 - i. Update on Residential Construction Projects;
 - ii. Update on Commercial Use Permits.
 - c. Architectural Review Board.
 - d. Streetscape Project Committee:
 - i. Status, New Funding, Allocation of Funding.
 - e. Communications Committee:
 - i. Use of Town Email Addresses;
 - ii. Redirection of cliftonva.com website to cliftonva.gov.
 - f. Establish New Committees:
 - i. Pink House Maintenance Committee;
 - ii. Holiday Tree Lighting Event Committee.
 - g. Select New Town Council Representative for Parks Committee.
 - h. Review and Update Entire Town Committee List for 2020-21.
 - i. Board of Zoning Appeals:
 - i. Renew Appointment of Marilyn Stoney;
 - ii. Fill Vacancy on Board of Zoning Appeals.
6. Unfinished Business:
 - a. Clifton COVID-19 CARES Act Small Business Grant Program – Update.
7. New Business:
 - a. New Banner Stating “Clifton is Committed to Racial Justice” – Discussion and Approval.
 - b. Application for Safety Grant.
 - c. Funding for Bluebird Trail in Flood Plain Park.
 - d. Resolution re: Natural (Native) Landscaping on Town Properties.
 - e. Request to Add Dead-End Sign to Dell Avenue.
 - f. Response to Fairfax County History Commission Letter re: Street and Places in Clifton Named After Individuals Who Held Military or Governmental Responsibilities under the Confederate States of America.
 - g. Discussion of Public Meeting and Freedom of Information Act Compliance.
 - h. Additional Compensation for Staff for COVID-19 Related Work and Increased Work Scope During COVID-19.
8. Adjournment.