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Minutes of Meeting  
Clifton Town Council  
January 8, 1974

The Clifton Town Council convened at its regularly scheduled meeting on January 8, 1974 with the following in attendance:

Mayor Phyllis B. Waters

Council Members

Woodrow W. Caples

Nellie Fairfax

Mynor McIntyre

Willard Bernardin (and Town Clerk)

Mary Diane Smith      Town Treasurer

11 Town Citizens

The Town Clerk read the minutes of the previous meeting and the minutes were approved as read.

The Town Treasurer read the Treasurer's Report which showed income of \$471.25 and expenses of \$333. The report was approved as read.

The following bills were presented by the Mayor for payment and approved:

Kings Trash	\$45.00	Trash
Fairfax Globe	40.50	Legal Ad
Fairfax Globe	45.00	Legal Ad

A letter from John Martin regarding his request for a zoning variance was read.

The Town Treasurer presented the budget as advertised previously and after considerable discussion and several changes the budget was approved as attached.

The possibilities of the Town collecting the Franchise Tax for 1974 were reviewed and after discussion a motion was made, seconded and carried that the Town Treasurer and Town Attorney set a date for a Town Council Meeting wherein the appropriate ordinance could be discussed and perhaps passed ~~to be discussed~~ and to prepare proper wording for such ordinance and to inform the Town's businessmen that such action was being considered and to solicit their comments.

Councilman Bernardin reported on the status of his committee to review the appropriateness of setting up an Industrial Authority in Clifton and on the proposal of Centerville Hospital Inc. He indicated that the Committee had concluded that, based on information obtained to date, the project would be very good for the Town and that possibly the project would yield substantially improved medical service availability to Town Citizens as well as a fee for services rendered. Based on the

review, the Committed recommended passage of an ordinance to set up an Industrial Authority. It was noted that this did not yet represent a commitment to the project itself. After considerable discussion a Resolution entitled "An Ordinance Creating An Industrial Authority Of The Town Of Clifton, Virginia" (as Attached) was proposed and the Council voted four to one in favor. It was noted that the Directors would be presented and voted for subsequently. Mynor McIntyre was the Councilman opposed. ✓

The Land Committee reported that there would be a closing on the land purchase in a week and that the transfer appeared to be in good order. A restoration committee was appointed to prepare for the restoration of the house and committee members were James Hricko, Romans Skujins and Dave Smith.

The application of Earl Lee regarding the Pink House at 7139 Main Street was approved as presented and amended (application attached). In addition, it was stated that in the future any zoning or restoration applications (where projects require applications to the County) should include the same drawings as presented to the County. A controversy between Dave Smith and Dave Bean was discussed and tabled until further information could be obtained. ✓

The Council moved that the Town Clerk be authorized to purchase the Town license plates.

After a discussion, a motion was duly made seconded and carried that the meeting be adjourned.

Respectfully Submitted

*Willard Bernardin*

Willard Bernardin  
Town Clerk

*Phyllis Waters*

Phyllis Waters  
Mayor

Transfer from Savings 5000.00

Balance on hand 1-8-74 7545.67

Revenue Sharing 826.00

Suburban Savings:

Certificate \$ 6002.94

Account \$ 3767.19

Mary Diane Smith, Treasurer

Measures's Report Town of Clifton, Jan. 1974  
Balance on hand Dec 4, 1973

2407.42

Income

Sales tax Sept.	147.96
Cig. tax 9-73	97.15
Cig tax 10-73	77.86
Sales tax Oct.	148.25
Total	<u>471.25</u>

2878.67

Expenses

N. T. Nothoven	133.00
Playground maintenance	
David H. N. Bean:	
Professional services	200.00
9-1-72 to 8-31-74	

Total 333.00 \$ 2545.67



TOWN OF CLIFTON  
CLIFTON, VIRGINIA

PROPOSED BUDGET FOR FISCAL YEAR -- SEPTEMBER 1, 1973 -- AUGUST 31, 1974 AND PRIOR YEARS ACTUAL EXPERIENCE

	Actual 1972 (Unaudited)	Actual 1973 (Unaudited)	Proposed Budget 1974
<b>GENERAL FUND</b>			
Unappropriated Surplus at Start of Period	\$ 10,171.45	\$ 11,897.00	\$ 17,087.31
<b>RECEIPTS</b>			
Motor Vehicle Tags	745.00	833.00	800.00 <sup>200</sup>
Share of ABC Profits	630.00	630.00	664.00
Share of Sales Tax	1790.00	2197.27	2500.00
Interest on Savings	426.00	553.31	200.00
Share of Cigarette Tax	975.00	1084.33	1000.00
Revenue Sharing	--	826.00	550.00
Other	--	17.72	--
Total Receipts	\$ 4,566.00	\$ 6,141.63	\$ <del>5,714.00</del> 5914
<b>EXPENDITURES</b>			
Insurance	\$ 125.00	\$ 119.00	\$ 225.00
Motor Vehicle Tags	140.00	137.20	150.00
Supplies & Equipment	16.00	85.69	100.00
Professional Svcs. Rendered	100.00	--	<del>100.00</del> 200
Streets, Sidewalks & Drainage	1250.00	--	1000.00
Trash Collection	42.00	198.50	240.00
Playground Equip. & Maintenance	120.00	40.00	120.00
Advertisements (Ordinances, Revenue Sharing etc.)	46.00	82.80	1250.00
Town Clerk	18.00	18.25	120.00
Virginia Municipal League	50.00	50.00	50.00
Election	145.00	140.00	150.00
Miscellaneous	16.00	105.00	1050.00
Ordinances	--	--	1000.00
Land + Improvements	--	--	12,500.00
Total Expenditures	\$ 2,268.00	\$ 1,976.44	\$ <del>18,055.00</del> 18,155

Pursuant to direction of the Council for the Town of Clifton and in accordance with the statutes of the Commonwealth of Virginia, the foregoing statement showing the proposed budget for the fiscal year 1973-1974 is published. A public hearing to discuss the proposed budget will be held at a meeting of the Council of the Town of Clifton on January 8, 1974 in the Clifton Firehouse Building to be convened at 8:00 P.M.

Additional copies of the proposed budget may be obtained by contacting Mayor Phyllis B. Waters or Willard Bernardin, Town Clerk

Willard Bernardin

Phyllis B. Waters  
Mayor

Clifton Letterhead

January 15, 1984

Mr. Earl Lee  
Chapel Road  
Clifton, Virginia 22024

Dear Earl:

Attached is the signed copy of your application for new building approval which notes the understanding embodied by the Council's ruling.

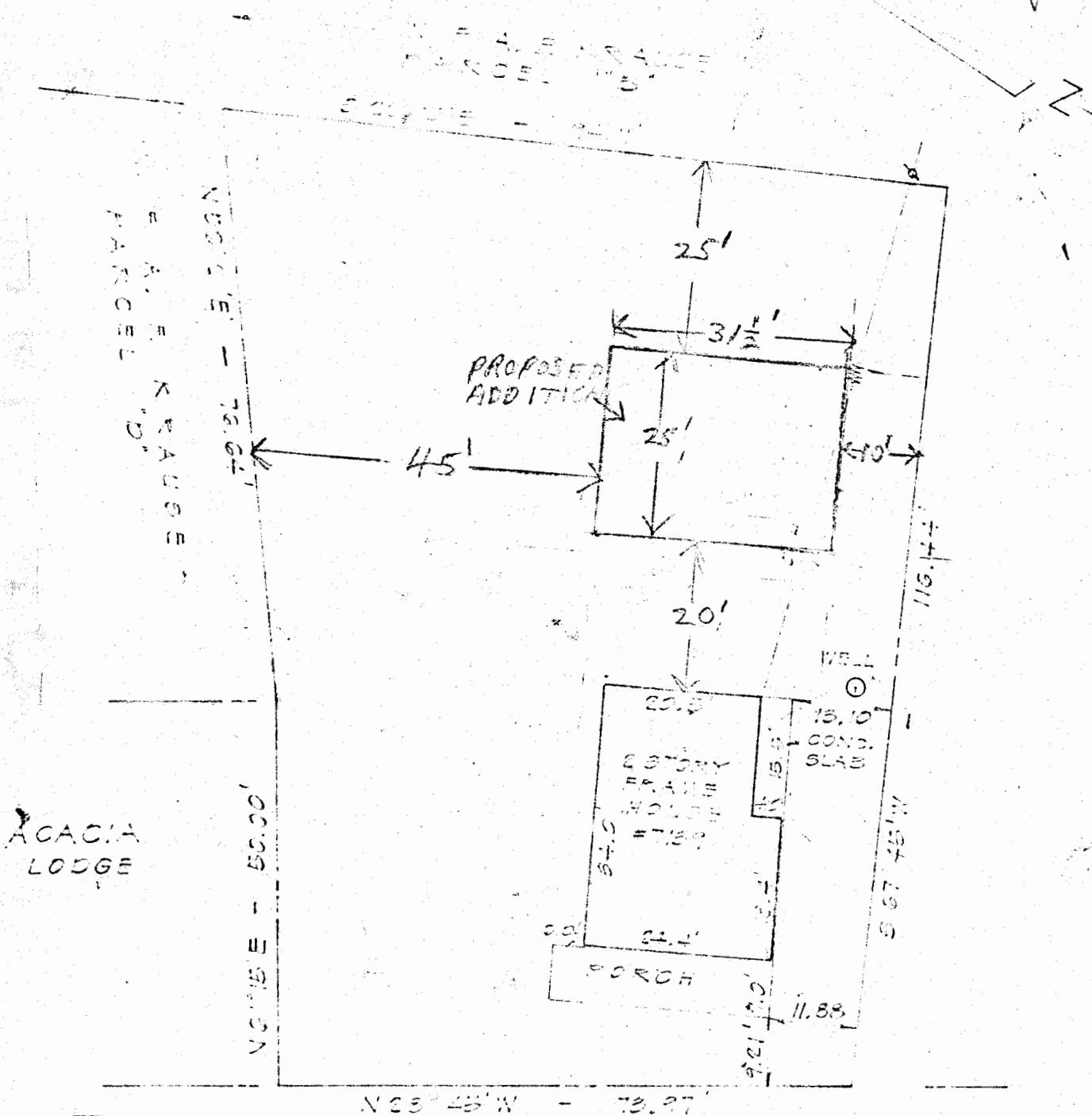
In summary, the building is to be used for a garage, paint storage and workshop. It is to be a cement block building with frame over the cement block and a tin roof. A driveway is planned per the attached diagram and the building will be built in accordance with Federal Insurance Administration minimum guidelines. Both buildings will be the same color.

If you have any questions, please call me.

Very truly yours,

Willard Bernardin  
Town Clerk

hee



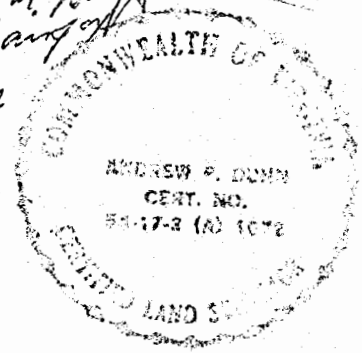
7139  
 MAIN STREET - RTE. # 645

Application approved by Clifton Town Council  
 11/8/74 (with attached notes included as part of the  
 application):

*Walter Bernardi*  
*Rome Benjiam*  
*Jeffrey King*  
*Jellie Fung*  
*Will Caples*  
*BB Waters*

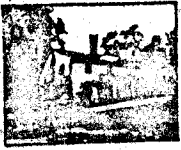
THIS SURVEY HAS BEEN PREPARED WITHOUT  
 THE BENEFIT OF A TITLE REPORT AND  
 DOES NOT THEREFORE NECESSARILY INDICATE  
 ALL ENCUMBRANCES ON THE PROPERTY.

HOUSE LOCATION  
 PROPERTY OF  
 DAVID H. N. BEAN, TRS.  
 TOWN OF CLIFTON  
 FAIRFAX COUNTY, VIRGINIA.



PROPERTY INFORMATION FROM THE RECORDS.

DATE 4-29-70	<b>JAMES A. SMITH</b> and <b>ASSOCIATES</b> CIVIL ENGINEERS - LAND SURVEYORS MCLEAN / VIRGINIA	CERTIFIED CORRECT 
SCALE 1" = 20'		



THE TOWN OF  
**Clifton**

CLIFTON, VIRGINIA 22024

December 20, 1973

Earl Lee  
Chapel Road  
Clifton, Virginia 22024

*Per telecon w/Earl  
with Earl  
12/20/73*

Dear Earl:

With regard to your recent application to the Town Council for approval to construct a building at 7139 Main Street, some questions have arisen which the Council would like answered before or at the next meeting. These are:

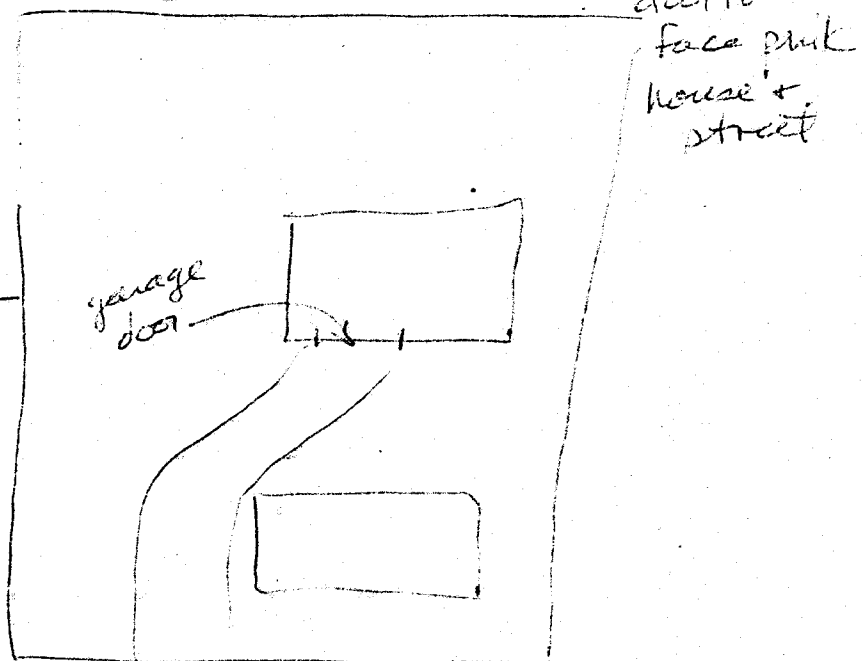
1. What is intended to be the use of the building? *garage + paint storage + workshop*
2. What provisions will be made to protect the building from flood damage? *discussing with Fed us. People now*
3. What external materials will be used for siding, doors, roof etc? *Frame over cement block; Tin roof*
4. Is a driveway or other special access planned?

*drive way on side of Masons; garage door to*

Thank you for your assistance.

Very truly yours,

Phyllis Waters



① *Both bldgs will be same color.*

② *Not sure whether in flood zone or not; would build to comply with Agnes as a guideline.*

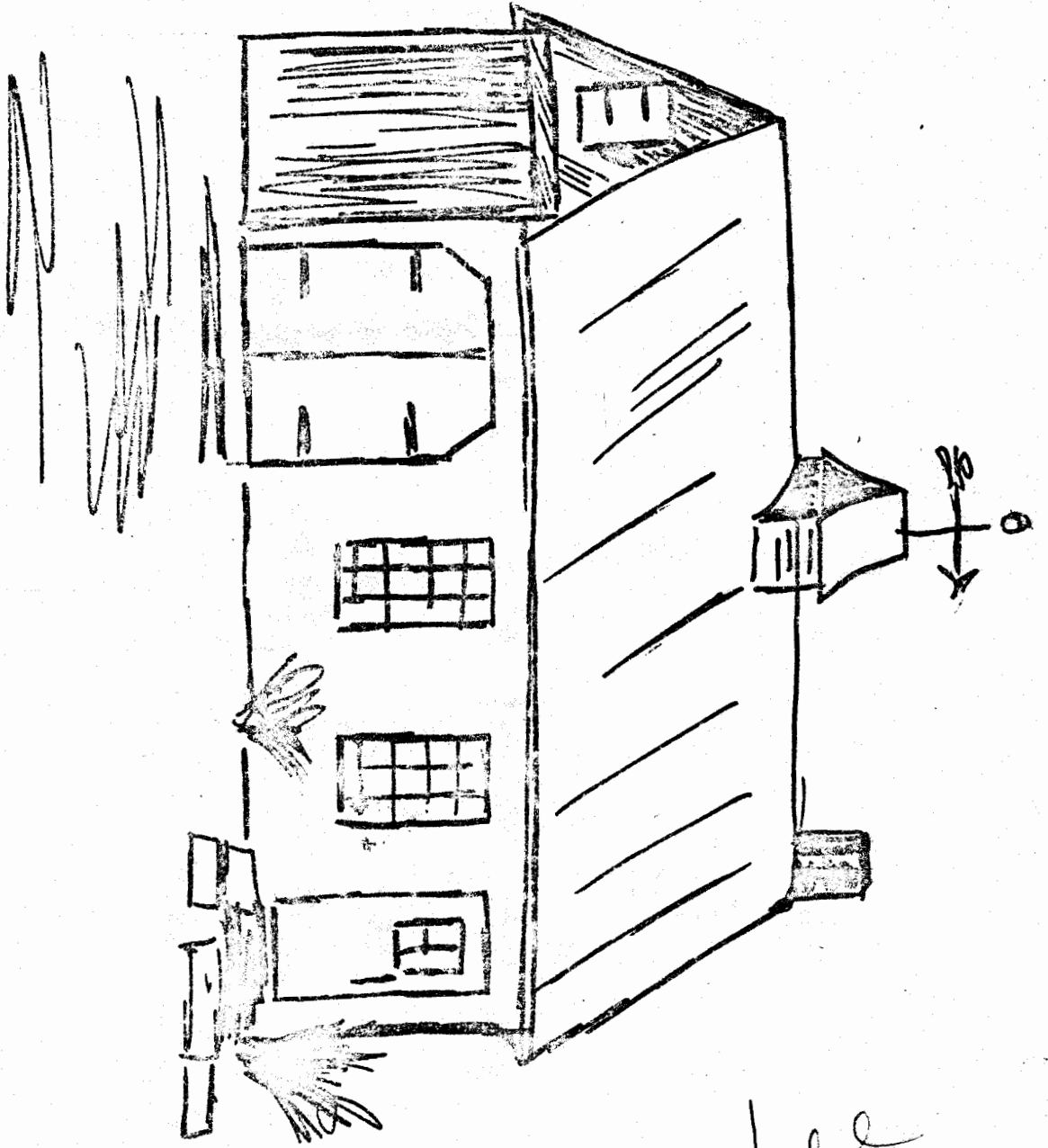
MAYOR  
Phyllis B. Waters

COUNCIL MEMBERS  
Woodrow W. Caples • Richard F. Chronister • Nellie M. Fairfax • M.F. McIntyre • Romans Skujins

TOWN ATTORNEY  
David H.N. Bean

TOWN CLERK  
Willard Bernardin

TREASURER  
Mary Diane Smith



Proposed addition to ~~71~~ Main Street

siding to match  
existing building

Lee

AN ORDINANCE CREATING  
AN INDUSTRIAL DEVELOPMENT AUTHORITY OF THE TOWN  
OF CLIFTON, VIRGINIA

61  
WHEREAS, pursuant to the Industrial Development and Revenue Bond Act (Title 15.1, Chapter 33 §§15.1-1373 to 15.1-1399 of the Code of Virginia of 1950, as amended,) (The "Act") the General Assembly of Virginia authorized the creation of industrial development authorities by the several municipalities in the Commonwealth of Virginia so that such authorities may acquire, own, lease, and dispose of properties to the end that such authorities may be able to promote industry and develop trade by inducing manufacturing, industrial, governmental and commercial enterprises to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources, and vested such authorities with all powers that may be necessary to enable them to accomplish such purposes, which powers shall in all respects be exercised for the benefit of the inhabitants of the Commonwealth, for the increase of their commerce and for the promotion of their safety, health, welfare, convenience, and prosperity; and

WHEREAS, the Town of Clifton, Virginia, a municipal corporation is authorized to create an industrial development authority as a political subdivision of the Commonwealth to promote and further the purposes of the Act; and

WHEREAS, the Town of Clifton, Virginia is in accord with the purposes of the Act and has determined that it is in the best interest of the Town of Clifton, Virginia and its inhabitants to create an industrial development authority pursuant to the Act.

BE IT ORDAINED by the Council of the Town of Clifton, Virginia:

1. There is hereby created a political subdivision of the Commonwealth of Virginia with such public and corporate powers as are set forth in the Industrial Development and Revenue Bond Act (Title 15.1, Chapter 33 §§15.1-1373 to 15.1-1399 of the Code of Virginia of 1950, as amended) including such powers as may hereafter be granted from time to time by the General Assembly of Virginia.

2. The name of the political subdivision of the Commonwealth created hereby shall be the Industrial Development Authority of the Town of Clifton, Virginia, (the "Authority").

3. The Town Council shall appoint within 60 days of the adoption hereof, the initial Board of Directors of the Authority as provided for under §15.1-1377 of the Code of Virginia of 1950, as amended.

4. The Mayor of the Town of Clifton, Virginia, is hereby authorized to call the initial meeting of the Board of Directors of the Authority.

This ordinance shall become effective upon adoption.

Minutes of Meeting  
Clifton Town Council  
January 23, 1974

The Clifton Town Council convened a Special Meeting on January 23, 1974 with the following in attendance:

Mayor Phyllis B. Waters

Council Members

Woodrow W. Caples

Nellie Fairfax

Romans Skujins (for the last part of the meeting)

Willard Bernardin (and Town Clerk)

Mary Diane Smith            Town Treasurer

11 Town Citizens

Mayor Waters stated that the purpose of the Meeting was to act upon a proposed business tax for the Town. She noted that the proposed version used the Fairfax County business tax structure as a model, and that it was <sup>the</sup> intention to tax all businesses in Town except for those exempted by a higher authority. She also noted that this tax would be in lieu of, and not in addition to, the Fairfax County business tax, and that in Clifton, the Town Treasurer would be responsible for the mechanics and administration of it.

It was pointed out that taxes on phone bills, heating bills and other utilities might be collectible by the Town instead of the County and The Treasurer was requested to find out about this.

The Treasurer presented her proposals for the various forms that would be required, all of which were generally the same as the County's.

Upon motion duly made, seconded and carried, it was:

RESOLVED, that the Town Council hereby repeals the license tax of 1936 and adopts the License Tax of 1974 in the form as attached to these minutes, the same to go into force January 24, 1974

The Mayor also presented a bill from Louise Achor in the amount of \$20 for the typing of the proposed ~~ordinance~~ tax. Upon motion duly made, seconded and carried, the Council decided to pay the bill.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Respectfully Submitted,

*Willard Bernardin*  
Willard Bernardin  
Town Clerk

*Phyllis Waters*  
Phyllis Waters  
Mayor



Business Professional and Occupational Licensing Tax  
Town of Clifton, Virginia

At a regular meeting of the Town Council, Town of Clifton, Virginia, held in the Firehall, Clifton, Virginia, on January 23, 1974, the Council, after having first given notice of its intention so to do, in the manner prescribed by law, adopted an ordinance imposing a business and professional occupational license tax within the Town of Clifton, Virginia, effective January 30, 24 1974, said ordinance so adopted being in the words and figures following, to-wit:

Business, Professional and Occupational License Tax

Section (1) Definitions - the following words and phrases, when used in this chapter, shall have the following respective meanings except where the context clearly indicates a different meaning, or there is an express provision to the contrary:

A. Gross Receipts - the term "gross receipts" shall mean the gross receipts from any business, profession, trade, occupation, vocation, calling or activity, including cash, credits, fees, commissions, brokerage charges and rentals, and property of any kind, nature or description from either sales made or services rendered without any deduction therefrom on account of cost of the property sold, the cost of material, labor or services or other costs, interest or discounts paid, or any expense whatsoever, and shall include in case of merchants the amount of the sale price of supplies and goods furnished to or used by the licensee or his family or other person for which no charge is made; provided, however, that the term "gross receipts" with respect to manufacturers, wholesale merchants and retail merchants manufacturing or dealing in articles upon which there is levied a direct excise tax or gasoline tax by the United States or the state shall not include such excise tax or gasoline tax by the United States or the State governments.

The term "gross receipts" when used in connection with or in respect to financial transactions involving the sale of notes, stocks, bonds, or other securities or the loan, collection or advance of money or the discounting of notes, bills or other evidences of debt, shall mean the gross interest, gross discount, gross commission or other gross receipts earned by means of, or resulting from such financial transactions but the term "gross receipts" shall not include amount received as payment of debt.

The term "gross receipts" shall include the gross receipts from all sales or services rendered or activities conducted within the Town both to persons within the Town and to persons outside the Town, provided, however, that the term "gross receipts" shall not include dues collected by trade, business, professional, service, or civic associations, or other similar organizations.

In this connection, the word "person" shall be construed to include governmental agencies.

The calculation of gross receipts, shall be on either a cash or accrual basis, determined by the accounting system of the taxpayer.

B. Gross Expenditures - The term "gross expenditures" shall mean all expenditures incurred in connection with the acquisition or lease of real property, including cash, credits, fees, commissions, brokerage charges and rentals, and all expenditures incurred in connection with the improvement or development of such property, including costs of all labor involved in such improvement or development, cost of materials and supplies, equipment rental or an equivalent charge therefore if equipment is owned by the builder or developer, and any other expenditure of whatever description incurred in connection with the improvement or development of such property. The term "gross expenditures" shall not include amounts expended for interest on or payment of principal of debt incurred in connection with such improvement or development work.

C. Person - Any individual, firm, co-partnership, corporation, company, association or joint stock association. Such term shall include any trustee, receiver, assignee or personal representative thereof carrying on or continuing a business, profession, trade or occupation, but shall not include a court appointed trustee, receiver or personal representative, in the liquidation of assets for immediate distribution or a sergeant or sheriff, or any deputy, selling under authority of process or writ of a court or justice.

C. (cont.)

Such terms shall not include a volunteer fire department, a volunteer rescue squad or a non-profit organization operating a community center, swimming pool, tennis court or other educational, cultural, recreational, and athletic facilities and facilities for the welfare of the residents of the area.

**Section (2) Business, etc., Subject to Tax**

Each and all of the taxes hereinafter imposed are in all cases imposed upon the privilege of doing business or exercising a profession, trade or occupation in the Town, including all phases of the business, profession, trade or occupation conducted in the Town, hereinafter set forth in this ordinance.

**Section (3) When Ordinance in Force -** This ordinance shall be in force on and after January 24, 1974.

**Section (4) Levying of License Taxes**

For each and every year beginning with January first of each year and ending December thirty-first following, there are hereby levied the annual license taxes hereinafter set forth in this ordinance, except as otherwise specifically provided in this ordinance, on persons conducting or engaged in any business, trade, or occupation in the Town hereinafter set forth in this ordinance.

**Section (5) Procedures for Obtaining License**

All persons embraced by this ordinance shall make application for licenses to the Town Treasurer at his office in the Town. The Town Treasurer shall furnish the necessary forms which shall be properly filled in with such information as the Town Treasurer may require. The Town Treasurer shall compute the amount of the license tax and after payment shall issue the license.

**Section (6) Information to be furnished by applicant**

Every applicant for a license to conduct any business, profession, trade or occupation under the provisions of this ordinance shall furnish the Town Treasurer on or before January 31 of each year, in writing, with his correct name and trade name, his correct residence address, the nature of the business, profession, trade or occupation to be pursued, the place where it is to be pursued, and a record of gross receipts, verified by oath, for the past year, as well as other such information as may be required by law, on forms prescribed by the Town Treasurer. In the event of a failure or refusal to file with the Town Treasurer the information necessary to enable him to assess a license tax on the basis provided by law, the Town Treasurer shall assess such license tax upon the best information he can obtain, adding thereto the penalty prescribed by law.

**Section (7) Separate License for Each Place of Business Exception**

No license shall be issued under this ordinance, to cover more than one place of business, provided, however, that if any applicant is engaged in two or more businesses, professions, trades or occupations, all subject to the same rate, and conducted at the same location, all information for each such business, profession, trade or occupation shall be given on the forms.

**Section (8) License for Persons Beginning Business Profession, etc.**

Every person beginning a business, profession, trade, or occupation which is subject to a license tax under the provisions of this ordinance, shall estimate the amount of the gross receipts he will receive between the date of beginning business and the end of the then current license year, and the license tax for the current year shall be computed on such estimate. Whenever a license tax is computed upon estimated gross receipts, such estimate shall be subject to adjustment by the Town Treasurer at the end of the tax year to reflect actual gross receipts and he shall give credit for any overpayment on the license tax payable the following year.

**Section (9) Payment by Corporations, Partnerships, etc.**

All licenses issued and license taxes imposed under the provision of this ordinance upon the gross receipts of a business, trade or occupation conducted by a corporation or partnership shall be issued to and paid by the corporation or partnership, and when so paid, it shall be deemed to discharge the license tax liability of the members of such partnership insofar as it relates to partnership business.

**Section (10) When Payable Generally**

All license taxes imposed by this ordinance except as herein otherwise provided, shall become due and payable on or before March 15th of each license tax year. In all cases where the person shall begin a business, profession, trade or occupation upon which a license tax is imposed under this ordinance after January 1 of each license tax year, such license tax shall become due immediately, and payment shall be made within 45 days of the time such person commences business.

**Section (11) Penalty for Failure to File and Pay When Due**

There shall be a penalty of ten percent (with a minimum of \$5.00) for failure to file a license application by January 31 of each license year. Further, there shall be a penalty of ten percent of the sum of the tax and late filing penalty (with a minimum of \$5.00) added to all license taxes imposed under the provisions of this ordinance that are unpaid after the due date, the 15th of March of each license year or in the case of any person first engaging in a business, profession, trade or occupation for more than 45 days after he first engages in such business, profession, trade or occupation.

In addition to the penalty for failure to pay on time, interest will accrue on the sum of the tax and penalty at the rate of six percent per annum. Interest will be computed from the first day following the day on which the tax was payable.

Taxes and penalty herein provided shall be assessed and collected in the manner provided by law for the enforcement of the collection of other taxes.

**Section (12) Required Records and Reports**

Every person liable for a license tax under the provisions of this ordinance shall keep accurate and current accounts available for audit by the Town Treasurer or his representative.

**Section (13) Transfer and Refund**

With the exception of those persons issued licenses under Sections 16, 21, 22, 28, 29, 30 and 31 of this ordinance, licenses may be transferred from one person to another provided that no such transfer shall be valid unless and until notice in writing be given to the Town Treasurer. Failure to notify the Town Treasurer of the transfer of the license within thirty days of such transfer shall invalidate such license. There shall be no refunds of any license tax paid under the provisions of this chapter, except in the case of error as validated by the Town Treasurer.

**Section (14) License Required, Compliance with Ordinance; Penalty for Violation of Ordinance**

It shall be unlawful and constitute a misdemeanor for any person to conduct a business, or to engage in a profession, trade or occupation without a license under the provisions of this ordinance.

Any person who is convicted of violating any of these provisions of this ordinance shall be punished by a fine of not less than ten dollars nor more than three hundred dollars or by imprisonment for a period of thirty days, or both. Each day any person shall continue to violate the provisions of this ordinance after the due date of any license tax prescribed in this ordinance shall constitute a separate offense.

**Section (15) Amusements**

Every person conducting or engaging in any of the following amusement occupations, businesses, or trades, shall pay an annual license tax of \$.08 on each \$100.00 of gross receipts; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00:

Amusement parks	Golf driving ranges
Amusement rides	Marinas
Arcade or building dedicated to general amusement or entertaining	Miniature golf
Auditoriums	Movie theatres
Billiards or pool	Parks, athletic fields
Bowling alleys	Rifle ranges, shooting galleries
Coliseum	Tennis courts
Drive-in theatres	Theatres
Golf courses	

**Section (16) Builders and Developers**

Any person carrying on, engaging in, or conducting any of the business, trades, or occupations under this ordinance, in connection with the improvements or development for sale or rent of any property or structure owned or leased by or otherwise in the control of such builder and developer, shall pay an annual license tax of \$.09 for each \$100.00 of gross expenditures on the business done within the Town, the minimum annual license tax shall be \$25.00. No license shall be required where gross expenditures do not exceed \$5,000.00.

**Section (17) Business Service Occupations**

Every person conducting or engaging in any of the following business service occupations, businesses or trades shall pay for the privilege an annual license tax of \$.17 for each \$100.00 of gross receipts of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00:

**Airport**

Artist representative  
Auto damage appraisal service  
Bid or building reporting service  
Blacksmith or wheel wright shop  
Book binder  
Data processing, computer service  
Drafting service  
Erecting, installing, removing, storing awnings  
Freight traffic bureau, agency  
Hauling or transfer, not in connection with taxicab business  
Impounding lot  
Job printing, printing shop, duplicating processes  
Laundry, cleaning, pressing, dyeing establishment  
Leasing films for compensation  
Leasing of automobiles, trucks and trailers  
Letter writing  
Livery stables  
Marine or salvage work  
Mimeographing, multigraphing, related type service  
Motion picture film producers, laboratories  
Nickel plating or chromiumizing  
Operating analytical or engineering laboratories  
Packing, crating, shipping, hauling or moving goods or chattels for others  
Parking lots  
Photogrammetric engineering  
Photostater  
Plating metals or other materials  
Private detectives  
Promotional agents or agency  
Protective agent, agency  
Public garage  
Realty multiple listing service  
Renting or leasing airplanes  
Renting or leasing bicycles  
Riding schools  
Royalty and/or franchise firms  
Septic tank cleaning  
Sign painting, window lettering, vehicle lettering  
Storage, all types  
Swimming pool maintenance and management  
Tabulating service  
Title insurance company  
Towel, linen, coat, apron, uniform laundering services including the leasing thereof  
Towing services  
Trade associations  
Tree surgery, trimming, removal  
U-drive-it firm, business  
Vehicular advertising, electric advertising, business advertising, commercial advertising  
Washing, cleaning, polishing automobiles

Section (18) Personal Service Occupations

Every person conducting or engaging in any of the following personal service occupations, businesses or trades, shall pay for the privilege an annual license tax of \$23 for each \$100.00 gross receipts of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required when gross receipts do not exceed \$1,000.00:

(A) The business of operating:

- Barber shops
- Beauty parlors
- Cemeteries (except non-profit)
- Chartered clubs
- Convalescent homes (except non-profit corporations)
- Hair dressing establishments
- Information bureaus, booths
- Nursing homes (except non-profit corporations)
- Old age homes (except non-profit corporations)
- Private hospitals (except non-profit corporations)
- Turkish, Roman or other like bath or bath parlor

(B) The business of:

- Addressing letters or envelopes
- Auctioneering
- Babysitting and child care service
- Bottle exchange
- Cleaning windows, shades, chimneys, furnaces
- Clinical laboratory
- Common criers
- Correspondent establishment or bureau
- Dance, music, ceramic, art, sewing instructions or tutoring
- Day nursery (other than foster homes)
- Dental laboratory
- Exterminating rats, vermin, termites, et cetera
- Fumigating or disinfecting
- Funeral directors, services
- Furnishing ambulance services
- Furnishing clean diapers
- Furnishing house cleaning services
- Furnishing janitor services
- Furnishing labor services
- Furnishing messenger services, except telephone or telegraph messenger services
- Furnishing statistical services
- Interior decorating
- Interior decorating services and/or consultants
- Kennels, dog and cat
- Lawn development and maintenance
- Massage practitioners
- Masseurs
- Nurses registry
- Operating reducing salons, health clubs
- Operating scalp treating establishments
- Photographers
- Physicians registry
- Piano tuning
- Picture framing, gilding
- Press clipping services
- Private schools (other than religious, non-profit)
- Renting any kind of tangible personal property
- Renting or furnishing automatic washing
- Sale of money orders
- Secretarial services
- Small animal grooming
- Taxidermists
- Telephone answering services
- Vehicle title services
- Wake-up services
- X-ray laboratories

**Section (19) Contractors and Contracting**

Every person conducting or engaging in any of the following contracting occupations, businesses or trades, shall pay for the privilege an annual license tax of \$.13 for each \$100.00 gross receipts of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00.

Every person engaged in the following contracting businesses, occupations or trades from a place of business located in the Town of Clifton shall not be liable for gross receipts for which a license is obtained in another Virginia jurisdiction.

Every person engaged in the following contracting businesses, occupations or trades in the Town of Clifton from a place of business in Virginia, outside of the Town of Clifton, shall be liable for the business done in the Town of Clifton. Provided that if a license has been required and paid in the contractor's principal place of business in Virginia, he shall be liable hereunder only if the amount of business done by any such contractor in the Town of Clifton exceeds the sum of twenty-five thousand dollars (\$25,000.00).

Every person engaged in the following contracting businesses, occupations or trades in the Town of Clifton from a place of business outside the State of Virginia shall be liable on the gross receipts from activities conducted in the Town of Clifton:

- Air conditioning
- Brick contracting, stone and other masonry
- Building
- Carpenters
- Cement
- Dredging, sand and gravel
- Electrical
- Floor scraping or finishing
- Foundation
- Other contractors and contracting
- Paint and paper decorating
- Plastering
- Plumbing, heating, steam fitting or gas fitting
- Road, street, bridge, sidewalk or curb and gutter
- Roofing
- Sewer drilling and well digging
- Structural metal
- Tile, glass, flooring and floor covering
- Wrecking, moving or excavating

**Section (20) Hotels and Motels**

Every person operating a hotel or motel, renting in excess of seven bedrooms to transients or sojourners, shall pay for the privilege an annual license tax of \$.18 for each \$100.00 gross receipts of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00.

**Section (21) Professional, Specialized Occupations and Businesses**

Every person conducting or engaging in one or more of the following professions, occupations or businesses shall pay for the privilege an annual license tax of \$.33 for each \$100.00 of gross receipts from the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00:

**(A) The professional occupation of:**

- Architect
- Attorney-at-law
- Ceramic engineer
- Certified public accountant
- Chemical engineer
- Chemist
- Chiropodist
- Chiropractor
- Civil engineer
- Coal mining engineer
- Dentist



Section (21) - cont.

(A) - cont.

Doctor of internal medicine  
Electrical engineer  
Engineer-consulting, contracting  
Heat, air conditioning, ventilating engineer  
Highway engineer  
Homeopathist  
Industrial engineer  
Mechanical engineer  
Medical doctor  
Metallurgical engineer  
Mining engineer  
Naturopathist  
Neurologist  
Oculist  
Optometrist  
Orthodontist  
Osteopath  
Pathologist  
Physician  
Physiotherapist  
Psychiatrist  
Psychologist  
Railway engineer  
Refrigerator engineer  
Sanitary engineer  
Steam power engineer  
Structural engineer  
Surgeon  
Surveyor  
Veterinarian

(B) The specialized occupation of:

Accountant, public  
Actuary  
Advertising agent, firm  
Animal hospital  
Appraiser, evaluator of personal property for others for compensation  
Appraiser, evaluator of real estate for others for compensation  
Artist  
Assayer  
Atomic Energy consultant  
Auditing company or firm  
Blue Printer  
Bookkeeper, public  
Broker, including real estate, rental, stock and investment  
Building designer  
Business chance broker  
Business consultant  
Business, financial counselor  
Business operations management  
Collection agent or agency  
Commercial inventory, valuation service  
Commission merchant  
Counselor, family and/or marriage  
Debt refinancing companies, firms  
Economic, social science research services  
Employment agents or agencies  
Insurance claims adjusters  
Investment advisory services  
Labor arbitrators  
Labor relations consultants  
Land, rental agents  
Landscape designers  
Language translators  
Lecturers  
Lumber measurers  
Management engineers

Section (21) cont.

(B) - cont.

Manufacturer's agents  
Marketing research analysts  
Mercantile agents, agencies  
Operations analyst  
Opticians  
Public relations counselors  
Public stenographers  
Publicity services, furnishers of, booking agents, concert managers  
Recorders of proceedings in any court, commission or other organizations  
Sales agents, agencies  
Sculptors  
Tax consultants  
Title, abstract companies  
Transportation consultants  
Travel bureaus, tour agents

Section (22) Renting by Owner of Houses, Apartments, Commercial Establishments,  
and Industrial Facilities

The rental of a building or portion thereof designed exclusively for residential occupancy, including one-family, two-family and multiple-family dwellings, but not including hotels, boarding houses and rooming houses.

The words "dwelling unit" are defined to mean one or more rooms in a dwelling house or apartment designed for occupancy by one family for living purposes and have cooking facilities.

Every person who, as principal, shall engage in the business of renting houses, apartments, commercial property or industrial facilities in the Town shall pay for the privilege of doing business an annual license tax of \$.21 for each \$100.00 of gross receipts from the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00.

Persons engaged in the business of renting houses or apartments, or both, shall not be affected by, or come within the provisions of this section, unless such person is engaged in the business of renting one or more separate dwelling units.

Section (23) Repair Service Occupations

Every person conducting or engaging in any of the following repair service occupations, businesses or trades shall pay for the privilege an annual license tax of \$.16 for each \$100.00 gross receipts of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00:

Airplane repair  
Auto repair, engine repair of any type  
Bicycle repair  
Business and office machine repair  
Clothes, hats, carpets or rugs, repair of  
Dress making, slipcovers, drapery and/or curtain making (Service only)  
Furniture, upholstery, repair of  
Gunsmith, gun repairing  
Industrial, commercial machinery  
Lawnmowers  
Locksmiths and lock repairing  
Machine shops, boiler shops  
Mattresses, repair of  
Paint shops, other than contractor  
Radios, televisions, refrigerators, electrical appliances, home appliances,  
repair of  
Reweaving  
Road machinery, farm machinery, repair of  
Saws, tools, repair of  
Scales, repair of  
Shades, repair of  
Shoes, repair of  
Tires, repair of  
Toys, repair of  
Typewriters, repair of  
Umbrellas, harnesses, leather goods,  
repair of  
Watches, clocks, repair of  
Welding shop



Section (24) Retail Merchants

A person who sells goods, wares, merchandise at retail only and not for resale in any of the following retail merchants occupations, businesses or trades shall pay for the privilege an annual license tax of \$.16 for each \$100.00 of gross receipts; the minimum annual license tax shall be \$25.00.

A retail merchant's license, the tax on which would be one hundred dollars or more were it issued for the period of one year, may be issued quarterly, if authorized by the Town Treasurer. No license shall be required where gross receipts do not exceed \$1,000.00:

Aircraft or aircraft parts  
Antiques  
Auto accessory, tire, battery  
Auto sales, motor vehicle dealers, tires, battery sales  
Bakeries, caterers  
Bicycles  
Boats, motors  
Books, stationery  
Building materials  
Candy, nut store  
Cigar, tobacco stands, newsstands  
Cleaning equipment, supplies  
Clothing, any at all  
Confectioneries  
Custom tailors  
Dairy products  
Delicatessens  
Department stores  
Drapery, curtain, upholstery  
Drugs  
Dry goods stores  
Eggs, poultry  
Export, import firms  
Farm equipment  
Filling stations  
Fish, seafood markets  
Floor coverings  
Florists  
Fruit stores, vegetable markets  
Fuel  
Furniture  
Furriers  
Garden supplies  
General stores  
Gift, novelty, souvenirs  
Groceries  
Hardware  
Heating, plumbing, electrical equipment  
Hog, grain, feed, seed  
Hosiery  
Ice  
Jewelry  
Livestock dealers  
Luggage  
Lumber goods  
Machinery and equipment  
Meat markets  
Men's and boy's clothing  
Millinery  
Motorcycles  
Musical Instruments  
Office, store, appliance supplies  
Optical  
Paint, glass, wallpaper  
Photographic supplies, equipment  
All radio or household appliances  
Restaurants  
Scientific, medical supplies  
Second hand stores, other than junk  
Shoes  
Soda fountains  
Sporting goods  
Used cars  
Variety stores  
Workmen's clothing

Section (25) Retail and Wholesale Merchant

Any person who is both retail merchant and wholesale merchant is required to obtain both classes of license; provided, however, that any retail merchant who desires to do a wholesale business also, may elect to do such wholesale business under his retailer's license by paying license taxes as a retailer on both his retail and wholesale business.

Section (26) Wholesale Merchants

(1) Definition - Every person who sells to retailers as set forth in Section 24 for resale only, and all persons who sell to institutional, commercial, or industrial consumers.

(2) Coverage - Every person conducting or engaging in any of the following wholesale merchants occupations, businesses or trades shall pay for the privilege an annual license tax of \$.04 for each \$100.00 of gross purchases of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross purchases do not exceed \$5,000.00:

- Automotive
- Chemicals
- Clothing, furnishings
- Coal, coke
- Commission merchants (who takes title, others classed as brokers)
- Drugs
- Dry goods
- Electrical, plumbing goods
- Farm products or supplies
- Furniture and house furnishings
- Groceries and foods
- Hardware
- Jewelry
- Lumber, paint and construction materials
- Machinery, equipment and supplies
- Metals and metal work
- Paint and Painting Supplies
- Paper and paper products
- Petroleum and petroleum products
- Sandwiches
- Seafood
- Soft drinks
- Sporting goods
- Tobacco and tobacco products, except leaf tobacco
- Waste materials

Section (27) Every person conducting or engaging in the occupation, or business, of extracting by whatever means any mineral, stone, rock, bank gravel or sand in the Town, shall pay for the privilege an annual license tax of \$.15 for each \$100.00 of gross receipts of the preceding year. The minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00.

Section (28) Money Lenders

Every person conducting or engaging in any of the following money lending occupations, businesses or trades shall pay for the privilege an annual license tax of \$.16 per \$100.00 of gross receipts of the next preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00:

- A factor
- An industrial loan company
- A loan or mortgage broker
- A loan or mortgage company
- A money lender
- Buying installment receivable
- Chattel mortgage financing
- Consumer financing
- Financing accounts receivable
- Installment financing
- Inventory financing

**Section (29) Premium Stamp Suppliers**

Every person engaged in the business of furnishing or supplying for any consideration to others to use in, with, or for the sale of goods, merchandise or commodities, any stamps, coupons, tickets or similar devices which entitles the person receiving the same with such sale to procure any goods, merchandise or commodities free of charge or for less than the market price thereof, or to receive cash for such premium stamps, shall pay for the privilege an annual license tax to be measured by the value of such premium stamps furnished or supplied during the next preceding year. The amount of the tax hereunder shall be \$.20 per \$100.00 of value of premium stamps sold the next preceding year. The word "value" as used herein shall mean the average value if sold at retail of the goods, merchandise, or commodities for which the premium stamps may be redeemed.

**Section (30) Telephone Companies**

All persons engaged in the business of providing telephonic communications in the Town shall pay for the privilege an annual license tax equal to \$.38 per hundred of the gross receipts, as hereinbefore defined, from local exchange service charges during the next preceding year.

**Section (31) Heat, light, power and gas companies**

All persons furnishing heat, light, power and gas for domestic, commercial and industrial consumption in the Town shall pay for the privilege an annual license tax equal to \$.37 per hundred of the gross receipts, as hereinabove defined, of such business derived from within the Town during the next preceding year, calendar or fiscal year.

**Section (32) Merchants placing vending machines**

Every person engaged in the business of selling goods, wares, and merchandise in the Town through the use of coin-operated vending machines, shall pay for the privilege of doing business an annual license tax of \$.16 per \$100.00 of gross receipts of the preceding year; the minimum annual license tax shall be \$25.00. No license shall be required where gross receipts do not exceed \$1,000.00. The license tax imposed by this section shall be in lieu of any specific Town license tax on the individual machine so used.

It is declared to be the intention of the Council that the Sections, Subsections, paragraphs, sentences, clauses and words of this Ordinance are severable. If any Section, Subsection, paragraph, sentence, clause or word is declared unconstitutional or otherwise invalid by the lawful judgment or decree of any court of competent jurisdiction, its unconstitutionality or invalidity shall not affect the validity of any of the remaining Sections, Subsections, paragraphs, sentences, clauses and words of this Code, since the Sections or parts of Sections would have been enacted by the Council without and irrespective of any unconstitutional or otherwise invalid Section, Subsection, paragraph, sentence, clause or word being incorporated into this Code.

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Treasurer's Report Town of Clifton

Balance on hand Jan. 8 1974 7545.87

Income

Cig. tax (11-30-73) 110.98

Cig. tax (12-31-73) 79.34

Sales tax November 143.66

Total 333.98 7879.85

Disbursements

David H. W. Dean settlement atty <sup>111</sup> 6625.77

Globe Newspapers advertising ordinances 85.50

King Trash Service 45.00

Louise Achar - typing ordinances 20.00

Total 6776.27

Balance on hand 2-5-74 \$ 1103.58

Revenue Sharing Acct.

Previous Balance 826.00

Income 1st. '2 74 306.00

1132.00

Suburban Savings:

Certificate 6002.94

Account 3767.19

May Diane Smith, Treasurer

Minutes of Meeting  
Clifton Town Council  
February 5, 1974

The Clifton Town Council convened at its regularly scheduled meeting on February 5, 1974 with the following in attendance:

Mayor Phyllis B. Waters

Council Members

Nellie Fairfax

Mynor McIntyre

Romans Skujins

Willard Bernardin (and Town Clerk)

David Bean Town Attorney

Nine citizens

The Town Clerk read the minutes of the previous meeting and the minutes were approved as amended.

The Town Clerk read the Treasurer's Report which showed income of \$333.98 and disbursements of \$6776.27 and the report was approved as read.

The Mayor noted that one bill had been presented for payment by the Virginia Municipal League in the amount of \$50.00 for dues for the coming year and payment was approved.

The Mayor noted that it was appropriate to appoint directors of the Industrial Development Authority which had been set up at the previous meeting and after some discussion, and upon motion duly made, seconded and carried, it was:

RESOLVED, that the following persons are hereby appointed directors of the Industrial Development Authority of the Town of Clifton, Virginia for the terms of office herein set forth, which terms shall commence on February 5, 1974:

<u>Name</u>	<u>Address</u>	<u>Term</u>
Robert F. Achor	Clifton, Va.	4 Years
W.T. Worsham, Jr.	Clifton, Va.	3 Years
Emmett M. Barrett	Clifton, Va.	3 Years
Norbert M. Hoffman	Clifton, Va.	2 Years
Carl P. Mullins	Clifton, Va.	2 Years
Marshall H. Groom	Vienna, Va.	1 Year
Dr. Edward D. Carey	Centreville, Va.	1 Year

Mayor Waters entered into a discussion of the recently purchased property of the Town and a proposed plan of restoration was presented. Councilman Skujins requested that he be dropped from the Restoration Committee and Councilman McIntyre indicated he would take his place. This change was approved by the Council. After some discussion about the steps needed to restore the building, a motion was duly made, seconded and carried that a budget of \$1000 be set aside for the preliminary weatherproofing and protection of the structure and that spending of these funds would be left to the discretion of Mr. McIntyre.

A discussion began on the possibility of ~~xxx~~ Nan Netherton of the Planning Division of Fairfax County making a complete copy of the Town's records for historical preservation purposes. Her purpose was to preserve history and to make such records more readily available for students of the history. After a motion duly made seconded and carried, the Council approved of the records being duplicated.

A notice was read that the Clifton Lions intended to have a dinner ~~xxx~~ to honor one of the Town's Outstanding citizens and the Council was invited.

Mynor McIntyre reported that he had been to the County Offices to review the application on file with the County for the construction of Dave Bean's house on Chapel Rd. He noted that there were only 2 pages of plans on file with the County (as there were with the Town) and that on each it was noted 'Page one of 2' and 'Page 2 of 2', indicating that only 2 pages had ever been filed and not three or four as Dave Bean had indicated. The Council tabled further discussion of this and affiliated matters until the next meeting.

One of the Town Citizens noted that Vepco appeared to be doing some work preliminary to construction at their proposed site for the substation partly in Town. It was suggested that a letter be written to Vepco and Supervisor Herrity indicating that the Town was opposed to any work on the site until the location of the substation was finalized.

After further discussion and upon motion duly made, seconded and carried the meeting was adjourned.

Respectfully Submitted,

*Willard Bernardin*

Willard Bernardin  
Town Clerk

*Phyllis Waters*  
Phyllis Waters  
Mayor







Town Council  
Meeting of  
March 5, 1974

The Town Council of Clifton, Virginia met on March 5, 1974 in the Fire House at 8:00 PM with the following in attendance:

~~Mayor Phyllis D. Waters~~ In Phyllis Waters absence, Romans Scujins was named Acting Mayor.

Council

Nellie Fairfax  
Mynor McIntyre  
Romans Scujins  
Willard Bernardin (and Town Clerk)

David Bean, Town Attorney

14 Town Citizens

The Minutes of the Special Meeting for discussion of the Town's Francise Tax were read and approved.

The Minutes of the February Meeting of the Town Council (regular) were also read and approved. *The Treasurers report was also read and approved.*

[Mrs. Elgin presented a resolution to make Clifton a Wildbird Sanctuary and after discussion a motion was made seconded and carried to approve the following resolution:

WHEREAS, conservation, protection and preservation of our natural resources is the concern of every citizen of the Town of Clifton; and  
WHEREAS in this preservation of resources, biologic scientists have proven beyond a doubt the importance of birds in the cycle of nature; and  
WHEREAS, Wildbird Sanctuaries are responsive to this concern; and  
WHEREAS, the Rocky Run Garden Club has petitioned the office of the Mayor;

BE IT RESOLVED, that, we, the Town Council of the Town of Clifton, do hereby declare the area within the limits of the Town of Clifton as a Bird Sanctuary and call upon every citizen to conserve bird life through care, feeding and protection from danger of any and all kinds, and solicit the cooperation of every individual and agency in making this effort a success.]

Willard Bernardin presented an insurance proposal for the Town's liability insurance, including personal injury and premisis liability for the newly purchased property. The coverage provided by the Travelers insurance was broader and the coverage less expensive than that provided by the

Erie, which had underwritten the coverage before. Upon motion duly made, seconded and carried the Council elected to take the coverage provided by the Travelers. (The Council noted before voting that it was Councilman Bernardin's insurance agency that would be the agent.)

The council discussed the ~~xxxxxxx~~ zoning violation of David Bean's house on 2752 Chapel Road and decided to send him a formal notice of violation with a note that he must comply with the ordinance within 30 days from the date of the letter or file a variance request within that time, ~~or~~ The notice should also indicate that a fine would probably be levied if he did not comply.

The Council discussed the zoning violation <sup>at</sup> ~~xxxxxxx~~ David Smith's ~~xxxxxxx~~ property of his out building on Ford Lane and decided to send him a formal notice of violation with a note that he must comply with the ordinance within 30 days from the date of the letter or file a variance request within that time. The notice should also indicate that a fine would probably be levied if he did not comply.

The following items were decided to be paid by the Town Council:

Town Clerk	\$60.00	
Stamps for the Treasurer and Clerk	\$10.00	
Lamp Seal and Stencil -Town Tags	\$129.20	

In addition the Council decided to pay the National Bank of Fairfax \$202.26 on account of the new property (Town Office) and gave authority to the Treasurer to pay ~~xxxxxxx~~ \$67.42 each month on this account.

The franchise tax was discussed and it was noted that income of about \$700 would be realized from this source. The letter and form the Treasurer is using ~~was~~ ordered attached to these minutes.

The subject arose on the confidentiality of the franchise tax forms and payments and it was deferred until the next meeting.

The meeting was temporarily adjourned for refreshments which consisted of a cake given to the Town Citizens by the Centreville Hospital Medical Center Inc. and Dr. Berberian and other donations.

The Council requested the Town Clerk to write a letter to the Highway department to put up "Playground Area" signs on Main and Chapel Streets and to note that the sanitation trucks were going too quickly on Chapel Street and that crosswalks on Main Street would be a good idea.

The Town Council noted the increased work load carried by the Town Treasurer and upon motion duly made seconded and carried decided to pay that position \$10 per month payable in July and January for the January to June, and July to December periods respectively.

Wayne Nickum and Dave Smith volunteered to find out if the Town were required to pay withholding taxes on these small stipends paid the Clerk, Treasurer and Attorney.

James Hricko presented plans to the Council for the Town Office and these plans were approved as presented. The Council also noted that any plans to be submitted to the County should also be presented to the Council.

It was noted that the Town Motor Vehicle Tags were now on sale and must be displayed by April 15, 1974.

Regarding the Town Playground Dave Bean and ~~Mr.~~ Hugh Boyle volunteered to discuss with Mr. Hennessey the possibility of putting up a hitching post and a sign saying, in effect, no motorcycles or horses. A budget of \$100 for these signs was allotted by the Council and Dave Bean donated 4 locust posts for the sign.

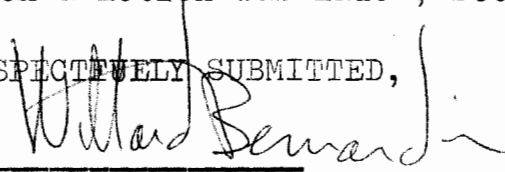
It was noted that Mayor Waters had received the Citizen of the Year Award by the Clifton Centreville Lions Club.

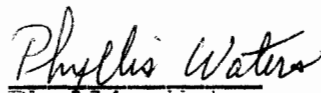
A request for a restoration permit was filed by Mr. McKie for his property on 7227 Dell Avenue and it was taken under advisement.

The Council requested the Town Clerk to write a letter To Mr. Artz on Main Street requesting him to clean up his yard and noting that he was violating one of the Town ordinances.

After further discussion a motion was made , seconded and carried to adjourn.

RESPECTFULLY SUBMITTED,

  
 Willard Bernardin  
 Town Clerk

  
 Phyllis Waters  
 Mayor

Town of Clifton - Treasurer's Report  
Balance on hand Feb. 5, 1974 \$ 1103.38

Income

Sales tax - December	163.44	163.44
Total	163.44	1266.82

Disbursements

Va. Municipal League: dues 2-1-74 to 1-31-75	50.00
Harold Fairwell - trash removal (P/O.)	150.00
Total	200.00

Balance on hand March 5, 1974 \$ 1066.82

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Revenue Sharing Acct. Balance \$ 1132.00

Suburban Savings:

Certificate	6002.94
Acct.	3767.19

Mary Diane Smith, Treasurer

open.  
minutes  
Treas  
Old  
'new.  
adj.



(1)

Treasurer Administer

Veeco Constuction -



THE TOWN OF  
**Clifton**

CLIFTON, VIRGINIA 22024

February 9, 1974

The Town Council met on January 23, 1974 and adopted a Decision, Professional and Occupational Licensing Tax Ordinance for the Town of Clifton. This ordinance was effective January 30, 1974. Under its provisions, Taxes will be paid to the Town of Clifton for the Calendar Year 1974 instead of to the County.

For the information of all businessmen in Clifton, the ordinance is similar to that in effect in Fairfax County and will use the same tax rate structure.

Copies of the ordinance are available from the Town Treasurer, 12801 Ford Lane, Clifton, Virginia. Application Forms are enclosed. They must be filed and taxes paid not later than March 15, of this year.

If you have any questions, please call me at 591-7128.

Mary Diane Smith  
Town Treasurer  
Clifton, Va. 22024

**AYOR**

*Phyllis B. Waters*

**COUNCIL MEMBERS**

*Woodrow W. Caples • Richard F. Chronister • Nellie M. Fairfax • M.F. McIntyre • Romans Skujins*

**TOWN ATTORNEY**

*David H. N. Bean*

**TOWN CLERK**

*Willard Bernardin*

**TREASURER**

*Mary Diane Smith*

APPLICATION FOR BUSINESS OR OCCUPATIONAL LICENSE  
TOWN OF CLIFTON, VIRGINIA

Treasurer, Clifton, Virginia 22024

LICENSE YEAR 1974  
Expires December 31  
LICENSE NO. \_\_\_\_\_

Return Both Copies  
With Check Payable  
To Town of Clifton

Trade Name \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(street) (city) (state) (zip code)

Check: Individual \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_  
Date Began \_\_\_\_\_

Applicant's Name \_\_\_\_\_ Business in Clifton \_\_\_\_\_

Town of Clifton Business Address \_\_\_\_\_ Phone No. \_\_\_\_\_

Nature of Business or Profession \_\_\_\_\_

	Gross Receipts	Entry Fee	Tax	Penalty	Total
1. Applicant who was in business through-out 1973: Gross receipts for 1973, as shown by applicant's records	_____	_____	_____	_____	_____
2. Applicant who began business after Jan. 1, 1973, and prior to Jan. 1, 1974:					
a. Estimated Gross Receipts for 1974	_____	_____	_____	_____	_____
b. Actual Gross Receipts in 1973	_____	_____	_____	_____	_____
c. Ext. Gross Receipts as furnished for 1973 license tax	_____	_____	_____	_____	_____
3. Applicant who began business on or after Jan. 1, 1974: Estimated Gross Receipts from time of beginning to December 31, 1974	_____	_____	_____	_____	_____

I swear (affirm) that the statements and figures set forth in this application are true, full, and correct to the best of my knowledge and belief.

Signature of Applicant \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

The above application, having been found to be in proper form, licenses as indicated are issued to the applicant to have effect to December 31, 1974.

Town Treasurer \_\_\_\_\_ Date \_\_\_\_\_

Applications for license and the taxes thereon are due on January 31 of each year. A penalty of 10 percent will be added to the total tax otherwise assessed on applications filed after the due date. Any penalty applied is subject to a minimum of \$5.00. For businesses beginning after January 31, tax must be paid within 45 days of beginning business.

1974

TOWN OF CLIFTON, VIRGINIA

1974

BUSINESS OR OCCUPATIONAL LICENSE

---

Name of Firm

---

Location

---

Kind of Business or Occupation

NO. \_\_\_\_\_

---

Treasurer, Town of Clifton, Virginia

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Town Council  
Meeting of April 2, 1974

The Town Council of Clifton, Virginia met on ~~XXXXX~~ April 2~~X~~, 1974 in the Fire House at 8:00 PM with the following in attendance:

Mayor Phyllis Waters

Councilmembers

W.W. Caples

Nellie Fairfax

Mynor McIntyre

Romans Scujins

Willard Bernardin (and Town Clerk)

David Bean, Town Attorney and Diane Smith Town Treasurer

14 other citizens and guests

The minutes of the previous meeting of March 5 were read and approved upon amendment.

The Town Treasurer read the Treasurer's report which showed income of \$591.86 and expenses of \$401.46 and the report was approved as read.

The Mayor presented and the Council approved for payment the following bills:

Kings Trash	\$45	for 3 months trash removal
Insurance	92	for one years insurance
Harold Fairwell	150	for trash removal at town bldg.

After discussion about which town officials should have access to license tax information, a motion was made duly seconded and carried that the Treasurer only has authority to collect the license taxes and the Treasurer and Mayor only have access to other relevant records. Any problems beyond the ability of these two individuals would be brought back to the Town Council for review.

Wayne Nickum reported that there were no withholding tax requirements for the Town.

Dave Bean reported that the hitching posts on the playground had been installed but not the signs.

The Mayor reported that the Town did not have a complete set of the Town's minutes.

Mayor Waters read Jack Herrity's letter regarding the Buckley park property.

Mayor Waters read a letter from officials in Clifton, England about their festival and the Town Clerk was instructed to draft a response.

Dave Bean presented a request for an occupancy permit for the Buckley Store on Main Street for a family style restaurant which would seat about 50 people. Upon motion made duly seconded and carried, the Council agreed to grant such a permit subject to Dave Bean's submission of a platte for the property, parking layout showing entrances and exits, and some indication of the size of the business.

Mayor Waters noted that there would be no meeting in May due to the election, but she noted that if a meeting were to be required it would be posted.

Mr. McKie's previous application was brought up again and he noted that he did not have a platte for his property. Upon motion made duly seconded and carried the Council approved the application subject to a sketch showing where the building would be on the property. Final approval would be made if the drawing showed no violation of the zoning ordinance.

Dave Smith submitted the more finalized drawings for the Town Office building which the Council approved as presented. Dave Smith also presented a proposal from Elmo Owens showing a cost estimate of \$8,500-9,000 for a portion of the work on the building. This figure compared to \$6000 in the budget and the council instructed Dave Smith to publish a request for bids. The Committee for the Office Building restoration would then select the best bidder  subject to final approval of the Town Council.

Mr. Vincent had filed a request to use an office in the ~~XXXXXX~~ Clifton House as a real estate office and after discussion upon motion duly made seconded and carried, it was approved.

After some discussion, a motion was duly made, seconded and carried to adjourn.

Respectfully Submitted,



Willard Bernardin  
Town Clerk



Phyllis Waters  
Mayor

Balance on hand March 5, 1974

1066.82

Income

Gross receipts tax	309.59
Town tax	40.00
Sales tax: January	147.08
Cig. tax: 2-28-74	95.19

---

Total Income 591.86

Balance on hand before expenses 1658.69

Expenses

Natl. Bank of Fairfax	202.26
Willard Bernardin Town Clerk	60.00
Mary Diane Smith - for stamps Town Treasurer	10.00
Lamb, Seal & Stencil	129.20
Town Tax	<hr/>
	401.46

Balance on hand April 2, 1974

\$ 1257.22

Revenue Sharing Fund Acc.

\$ 1132.00

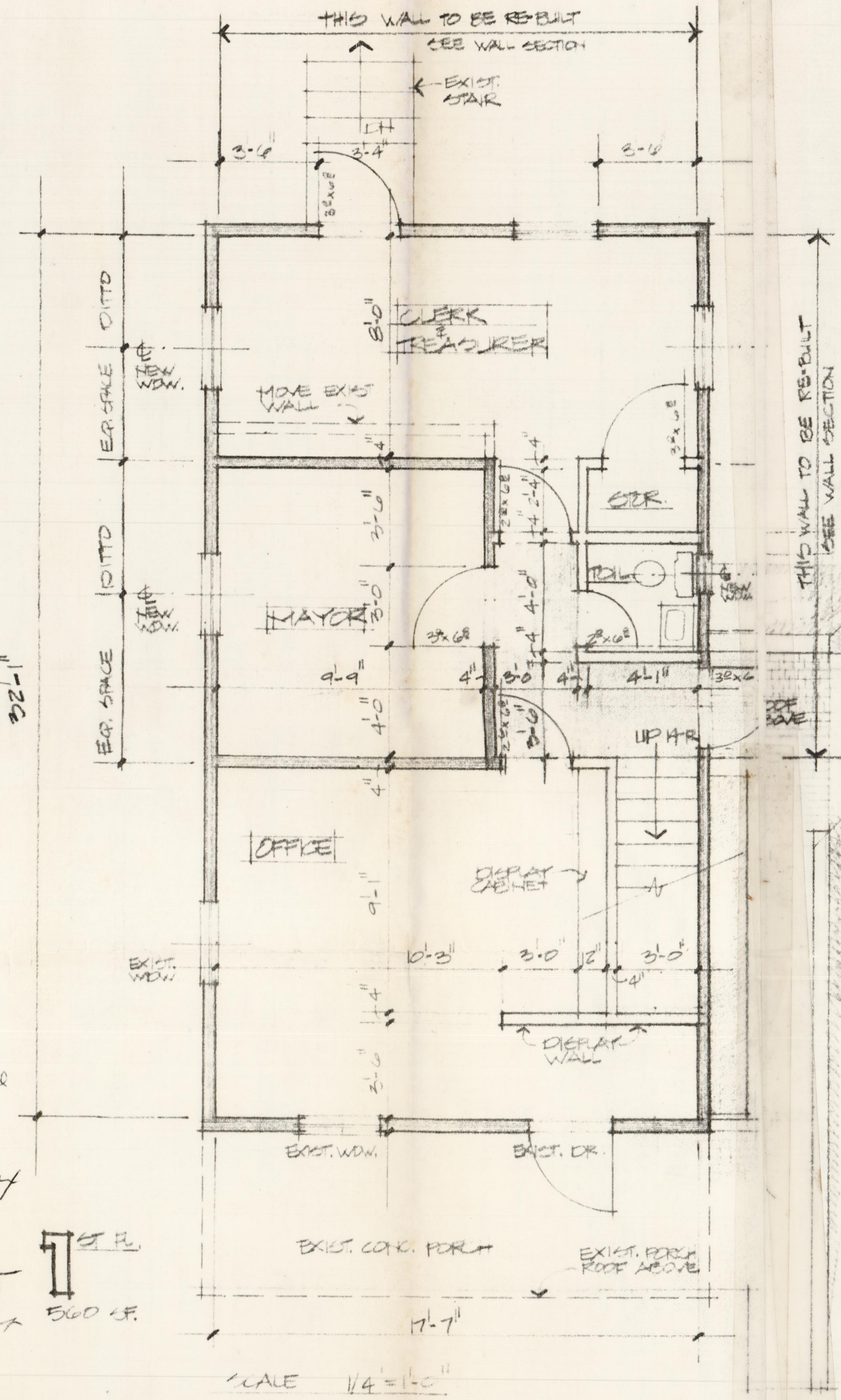
Suburban Savings:

Certificate      6002.94  
Acc.                      3767.19

Mary Diane Smith,  
Treasurer



Restoration permit approved per town Council at Meeting of April 2, 1974.  
 Willard Bernardi  
 Delle M. Fair of  
 Rose Spasius  
 Phyllis Waters  
 Mayor & Council  
 Woodrow Coplin



560 SF.

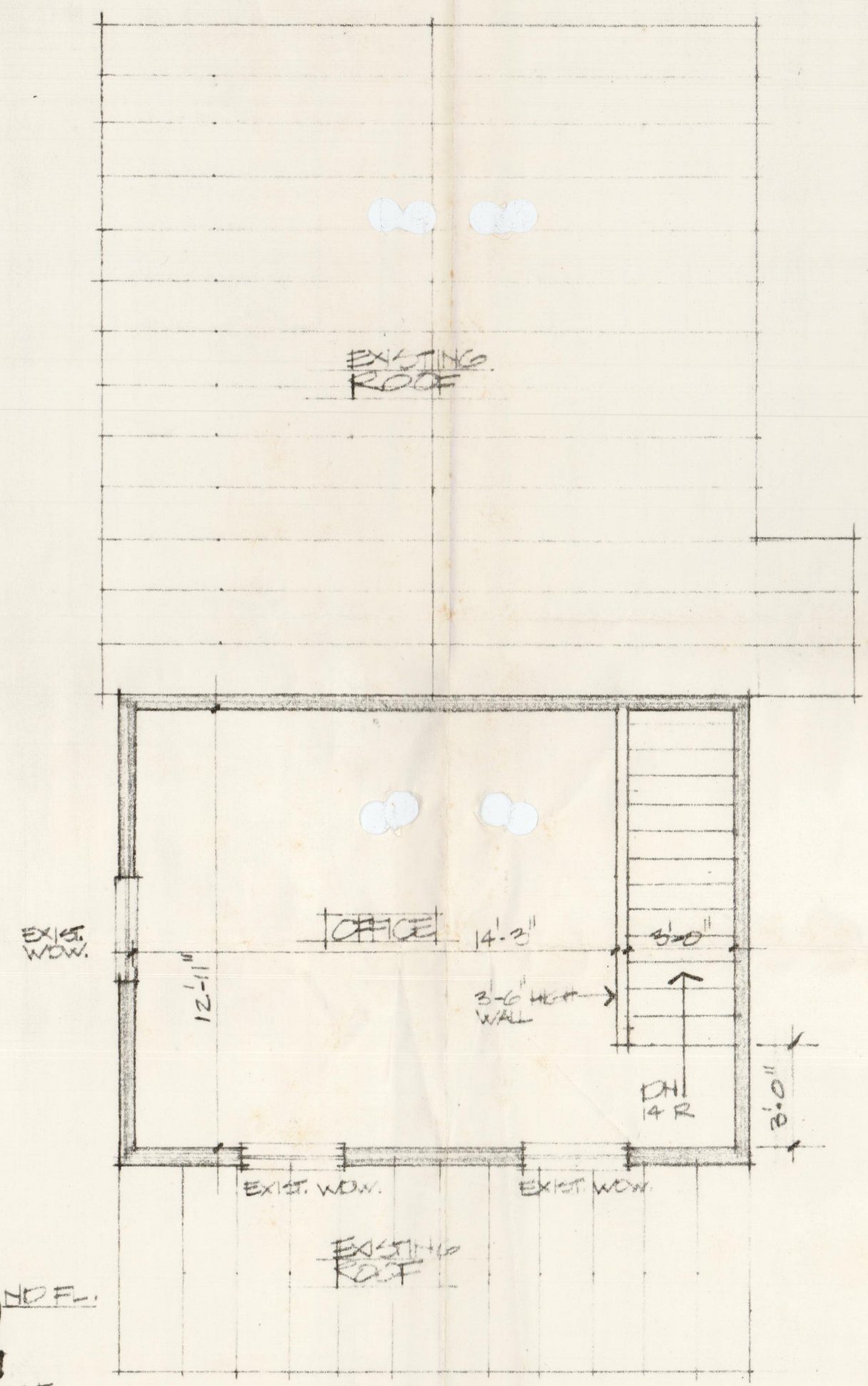
SCALE 1/4" = 1'-0"

NOTES

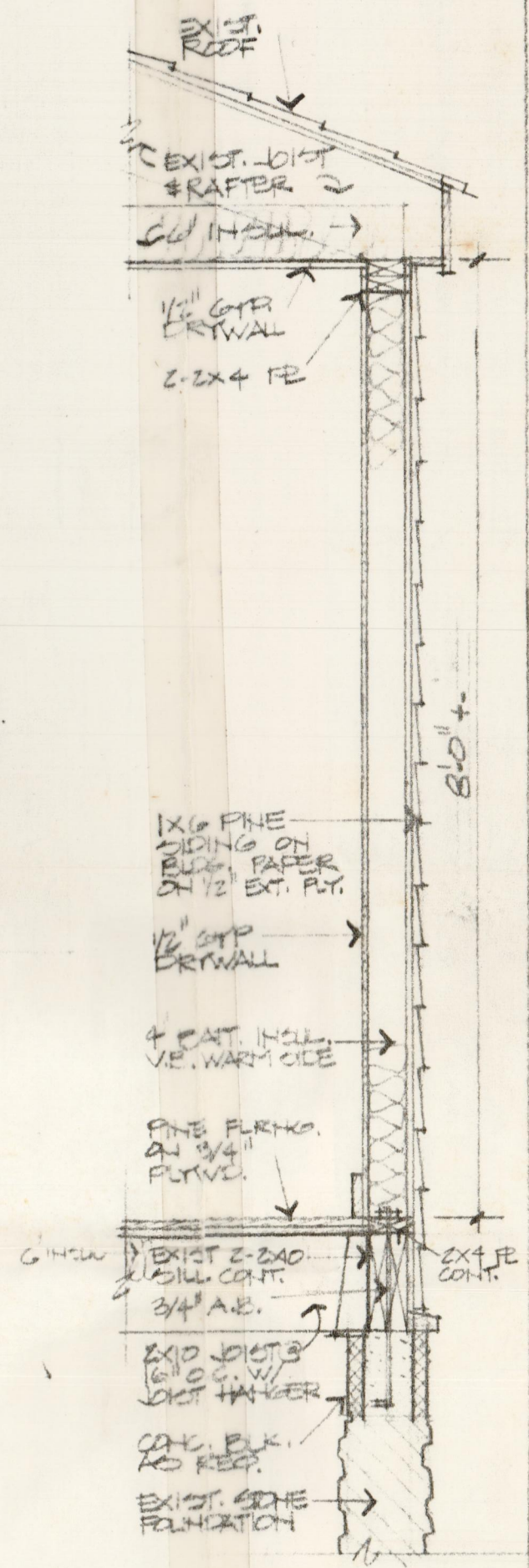
1. STRUCTURE IS AN EXISTING HOUSE THAT WILL BE REMODELLED TO SERVE AS PART-TIME OFFICE SPACE FOR TOWN OFFICIALS
2. NO INCREASE IN FLOOR AREA IS PLANNED. THE EXTERIOR STYLE OF THE BLDG. WILL NOT BE ALTERED.

LEGEND

- EXISTING STRUCTURE
- NEW PARTITIONS



230 SF.



WALL SECTION  
 SCALE - 3/4" = 1'-0"

REMODELING OF CLIFTON TOWN OFFICE

CHAS. R. W. CLIFTON, VA 1974

James H. Hinko



Town Council  
Meeting of  
May 14, 1974

The Town Council of Clifton, Virginia met on May 14, 1974 in the Fire House at 8:00 P.M. with the following in attendance:

Mayor Phyllis Waters

Council

Nellie Fairfax  
W.W. Caples  
Romans Scujins  
Willard Bernardin

12 Town Citizens

The minutes of the previous meeting were read and approved as read.

The Treasurer's report was not presented.

The Mayor presented the following bills for payment and the Council voted payment as follows:

United Litho	--for election ballots	\$40
Fairfax Globe	--for advertisement	4.05
Ruth Mahoney	--election judge	50
Donna Bean	--election judge	25
Jean Burke	--election judge	25
Mynor McIntyre	--playground mowing	20

Dave Smith presented a letter requesting a variance pursuant to the Town Council's request. Decision on the request was delayed.

Dave Bean presented a letter to the Council regarding his zoning variance pursuant to the Council's request. Decision on the matter was delayed.

Dave Smith reported on the restoration of the Town Office, and indicated that only ~~two~~ bids had been received. It was noted that Jim Hricko had resigned from the committee and the Mayor would name a substitute.

Wayne Nickum reported on the VEPCO substation and the gas line that was being proposed for the area. He noted that regulation of the VEPCO matter was passing from the County to the State hands. The Council requested that he find out who the person at the State level would be and immediately begin communication with

2

that person. The Council also requested that he draft a letter for the Mayor's signature to the gas pipeline company to request a presentation by them to the Town on their proposed line.

Mr. McKie's previous application was approved in final upon review of his platte sketch which had been submitted by mail to the Council. It was noted that although his property was less than 10,000 square feet his building would be going straight up from the current structure and thus would be acceptable for a variance.

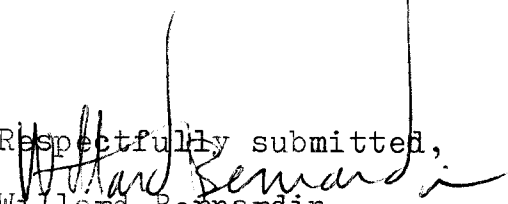
The Town Clerk stated that a Planned Useage Report was again due for the Revenue Sharing Funds. The Council decided that application of this year's funds to the Ordinance revision would still be appropriate and approved advertising of the report accordingly.

Dave Smith submitted a request for a restoration approval for an addition to his home on Ford Lane. Upon discussion and motion duly made seconded and carried his application was approved, as attached.

Pat Layden submitted a request for a restoration approval for an addition to his home on Main Street. Upon discussion and motion duly made, seconded and carried, his application was approved as attached.

Dave Bean's previous application for the Buckley Store use permit, which had been approved subject to parking review, was reviewed again with the parking. Upon motion duly made, seconded and carried, as a result of a review of the parking, a use permit to operate a restaurant in the Buckley Store was approved.

Upon motion duly made, seconded and carried, the Council agreed to adjourn.

Respectfully submitted,  
  
Willard Bernardin  
Town Clerk

  
Phyllis Waters  
Phyllis Waters  
Mayor

Balance on hand April 2, 1974

1257.22

Income

Gas receipts tax 449.37

Cig. tax 3-29-74 66.67

Cig. tax 1-31-74 84.78

Gas receipts tax 25.00

Town tags 210.00

Town tags 590.00

sales tax - Feb. 165.32

Total 1591.14

2848.36

Expenses

Kings Trash Service 45.00

1st. General Insurance 92.00

Natl. Bank of Fairport 67.42

204.42

Balance on hand 5-2-74 2643.94



Revenue Sharing Account 1132.00

1st 1/2 1974

153.00

1285.00

Suburban Savings:

Acct. 2938.94

Certificate 6162.59

Mary Diane Smith, Treasurer  
Queen of Clifton

12801 Ford Lane  
Clifton, Va 22024  
April 25 1974

Town Council  
Clifton, Va

Dear Ladies and Gentlemen:

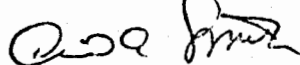
I am submitting herewith for your consideration and approval a site plan and building plans to make improvements to my property at 12801 Ford Lane. The enclosures include:

1. a site plan
2. detail and elevation drawings for a new room to be added to my house, consisting of a first floor, basement and porch.
3. letter from Southern Railroad expressing agreement for me to build a stable and garage on my property which adjoins the railroad.

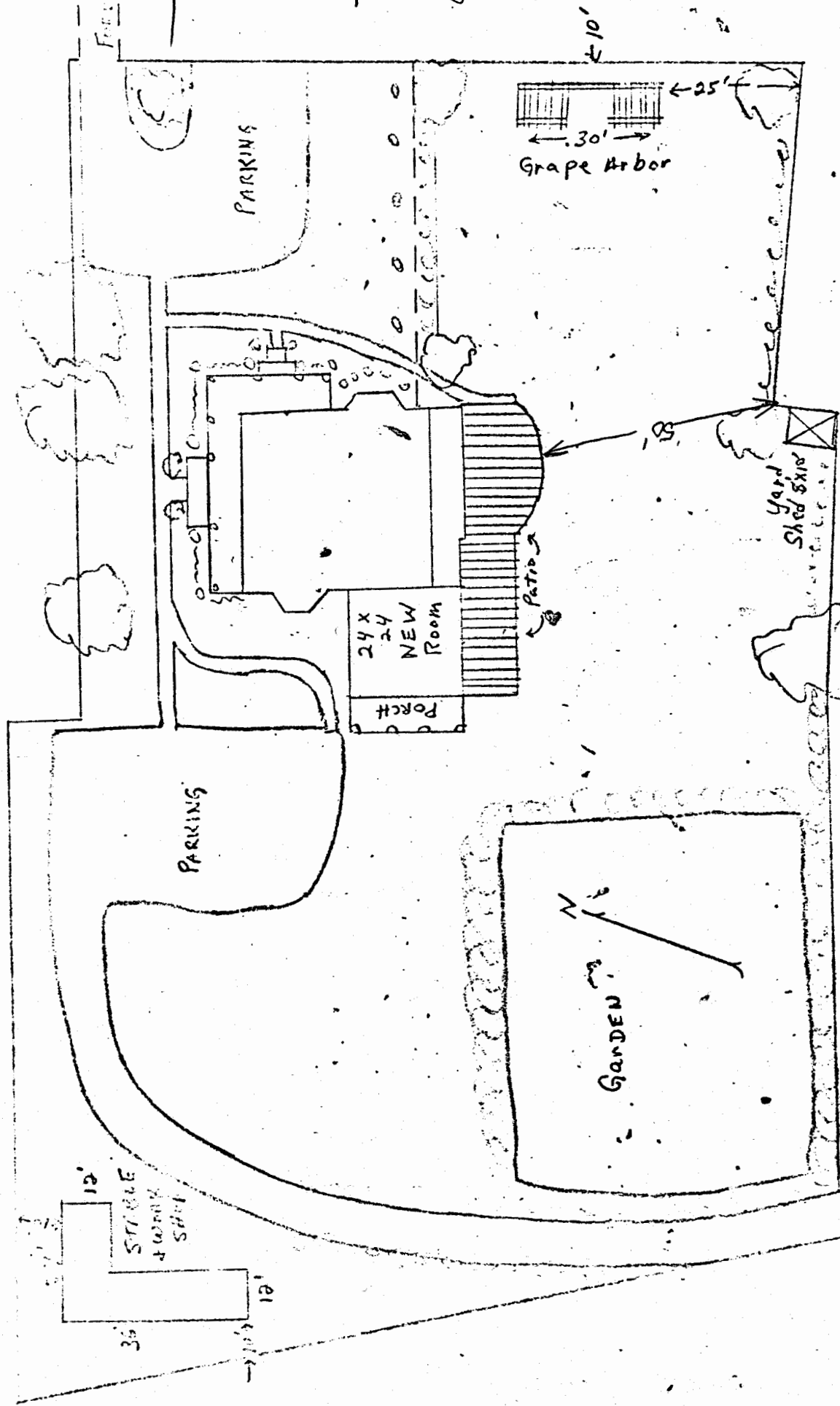
To the best of my knowledge, the site plan and building plans are in full accordance with the Town of Clifton zoning ordinance of 1958, now in effect, and are in the style and character of buildings now in Clifton. Detailed plans for the proposed stable and garage will be submitted at a later meeting.

I hereby request approval of the subject plans.

Sincerely,

  
David A. Smith

Restoration Request approved  
by Clifton Town Council at  
meeting of 5/14/74:  
Rout DeGruy  
Willard DeGruy  
James M. Hart  
Phyllis D. White  
Richard Caplan

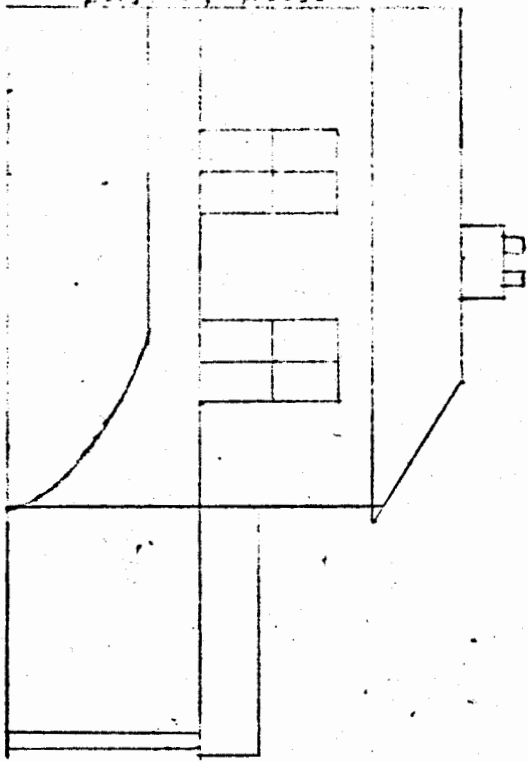


Ford House - 12801 Ford Lane  
Clifton, Va 22024

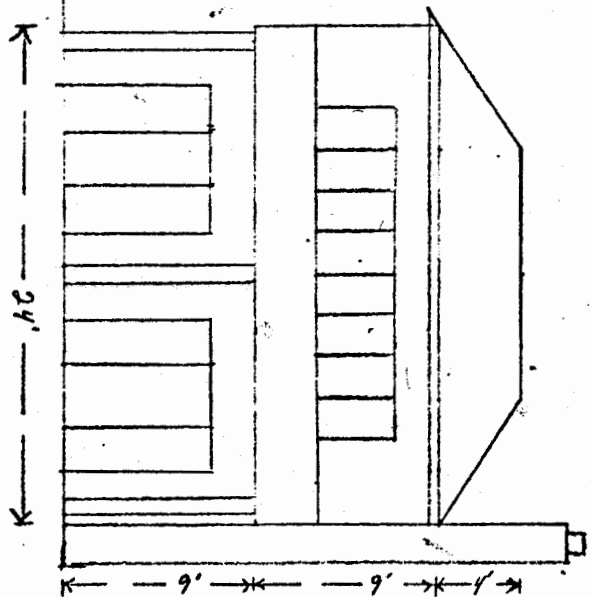
12801 FORD LAKE CLIFTON, VA.

EXISTING HOUSE

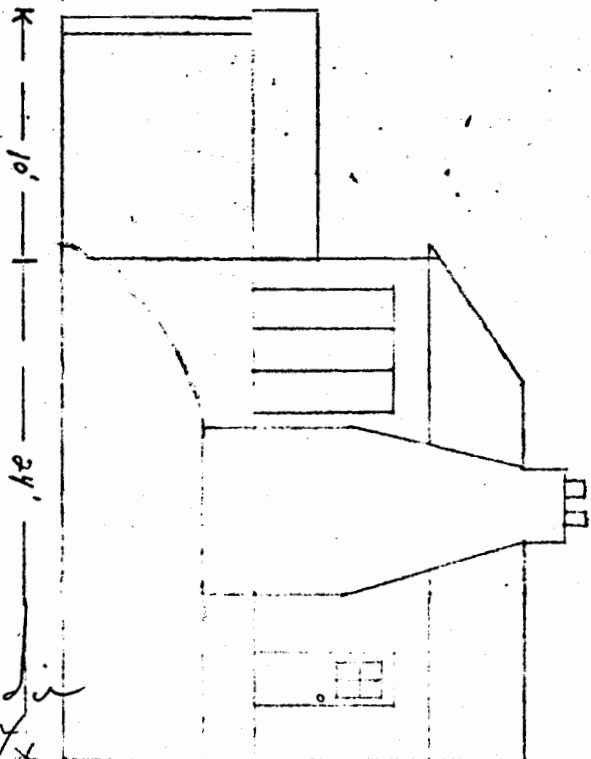
NORTH ELEVATION



WEST ELEVATION



SOUTH ELEVATION



EXISTING HOUSE

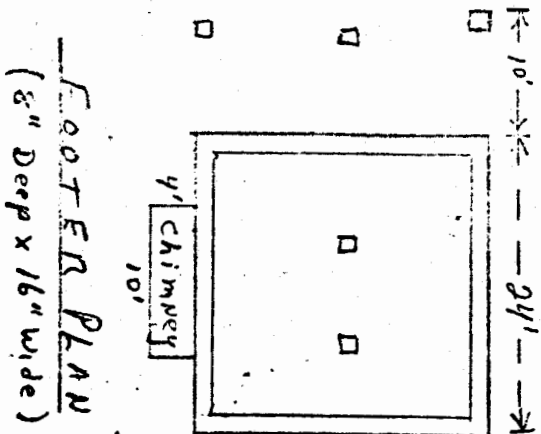
TIN ROOF LAMP SIDING  
Generally similar to current building - same color and construction per Dave Smith's at 5/14/74 Meeting.

Restoration Request approved by Clifton Town Council Meeting of 5/14/74:

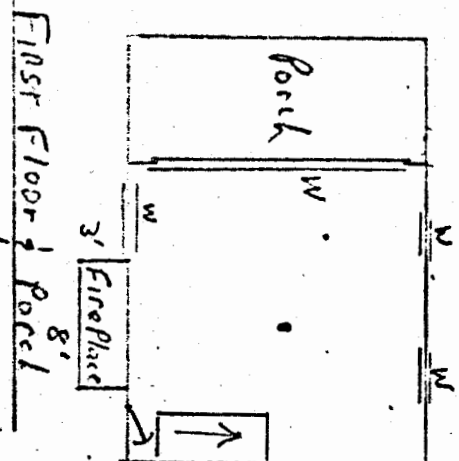
Willard Bernard  
Jellie M. Fairfax  
Tom Skyrin  
Phyllis B. Waters  
Richard Caplan

Room Addition and Porch

12801 Form  
Kane, Clifton

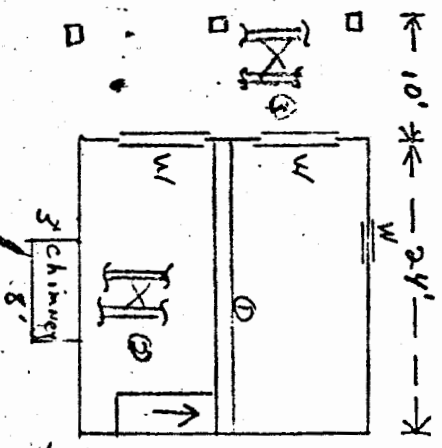


FOOTER PLAN  
(8" Deep x 16" wide)



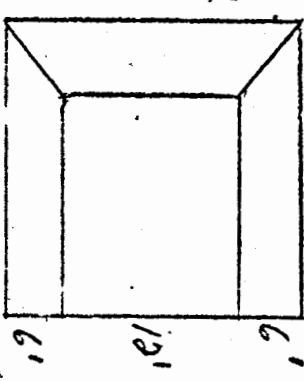
FIRST Floor & Porch

EXISTING  
House



Basement

EXISTING  
House



Roof Plan

- 2x8 Double Beam on Supports
- 16" O.C. Joists (1500 Fin)
- 19' Run
- Joists - 2x8 @ 12"

Restoration Request approved by Clifton Town Council at Meeting of 5/14/74:

Tin Roof

Willard Bernard  
Rome Skyrins  
Phyllis B. Waters  
Madame Caplice

# *Southern Railway System*

*Operating Department  
Office of Superintendent  
Greensboro, N.C. 27401*

LEON H. SMITH, JR.  
SUPERINTENDENT

April 16, 1974 Hp

Mr. David A. Smith  
12801 Ford Lane  
Clifton, Virginia 22024

Dear Mr. Smith:

Your letter dated April 8, 1974 of your plans to construct a stable and garage on your property at Clifton, Virginia.

We would have no objection to the construction on your property.

Any use of railroad right of way or property would have to have prior approval of an application submitted to this office and use thereof, if allowed, must be covered by a lease agreement.

I trust this is the information you seek.

Very truly yours,

  
Superintendent

*David A. Smith*

12801 FORD LANE, CLIFTON, VIRGINIA 22024

April 8, 1974

Mr. Leon Smith  
Division Superintendent  
Southern Railway  
Greensboro, N.C.

Dear Mr. Smith:

I greatly appreciate Mr. Margret obtaining the information on building setbacks from you last week. Since I must take my plans to our Town Council, they asked that I obtain confirmation in writing.

Basically, our Town requires a 10 foot setback from adjoining property when building an accessory building. Since I own land adjoining the Railroad, I would like you to confirm that you have no setback rules or laws that would require me to stay any further than the 10 feet required by the Town. I propose to build a horse stable and garage on my lot in Clifton.

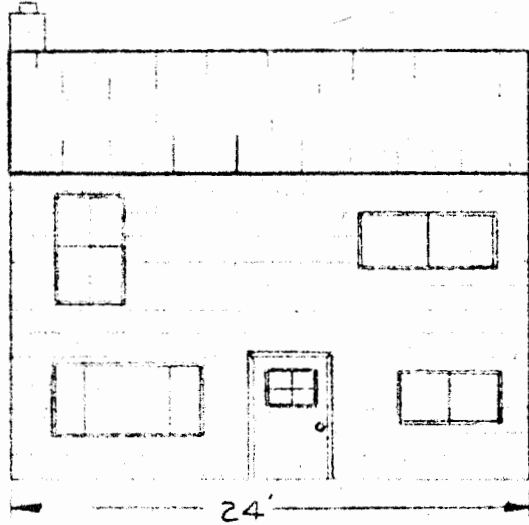
It would be helpful if your answer would be in general terms since other property owners would also know precisely what the law is as it pertains to property adjoining the railroad. Thank you very much for your help.

Sincerely,

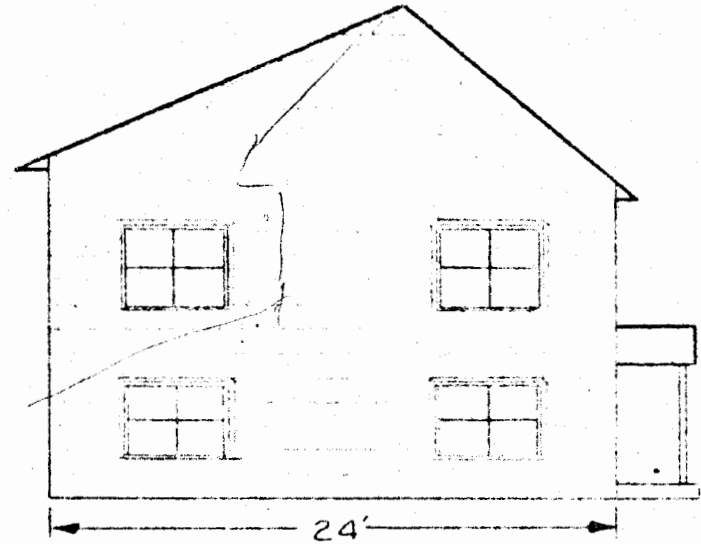
*D A Smith*

# IMPROVEMENTS REQUESTED

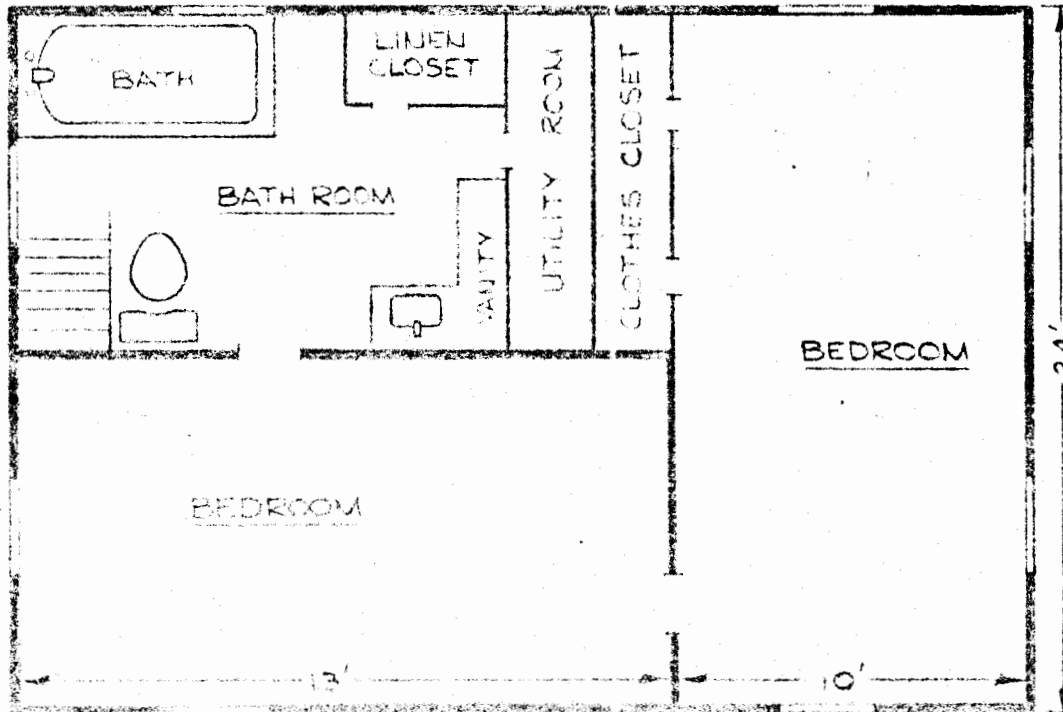
REAR VIEW



SIDE VIEW



TOP VIEW



Improvements  
 approved as requested  
 by Clifton Town Council  
 at Meeting of 5/14/74:

Willard Bernardin  
 Zelle Fair  
 Phyllis B. Waters  
 Rome Skye  
 Madron Naples

Restoration Request

Martin + Marcia McKie

7227 Bell Ave

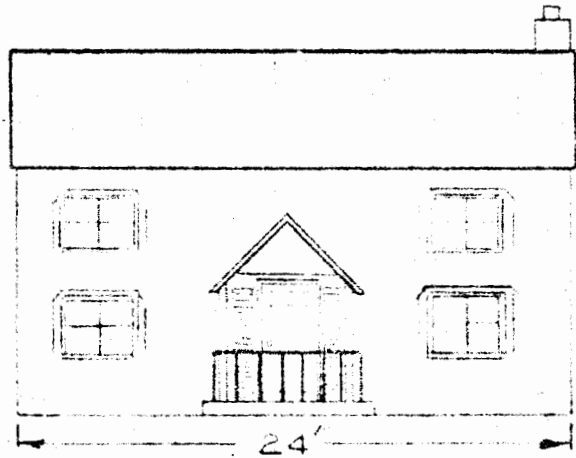
Clifton, Va.

5/15/74



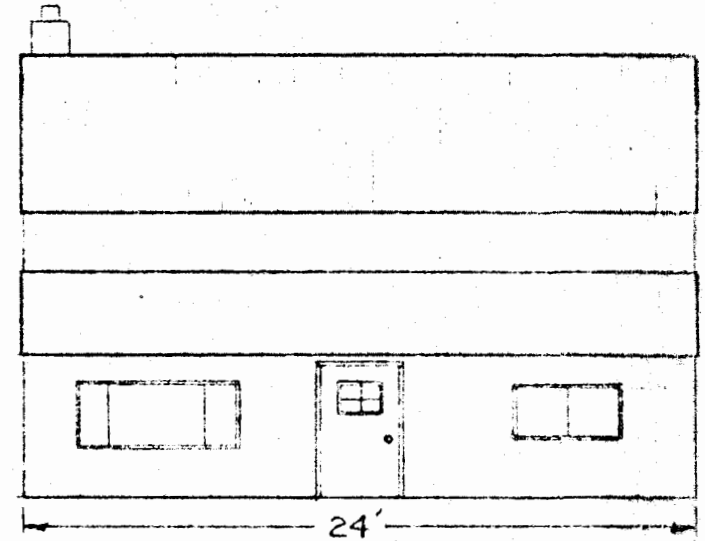
7227 DELL AVE, CLIFTON, VA. (As is)

FRONT VIEW

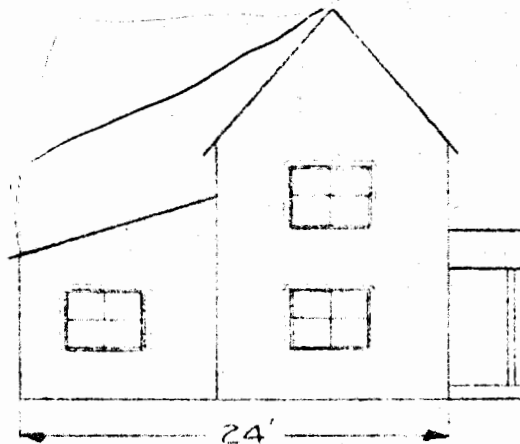


Marty & Marcie McKie

BACK VIEW



SIDE VIEW



EXISTING CONDITIONS:

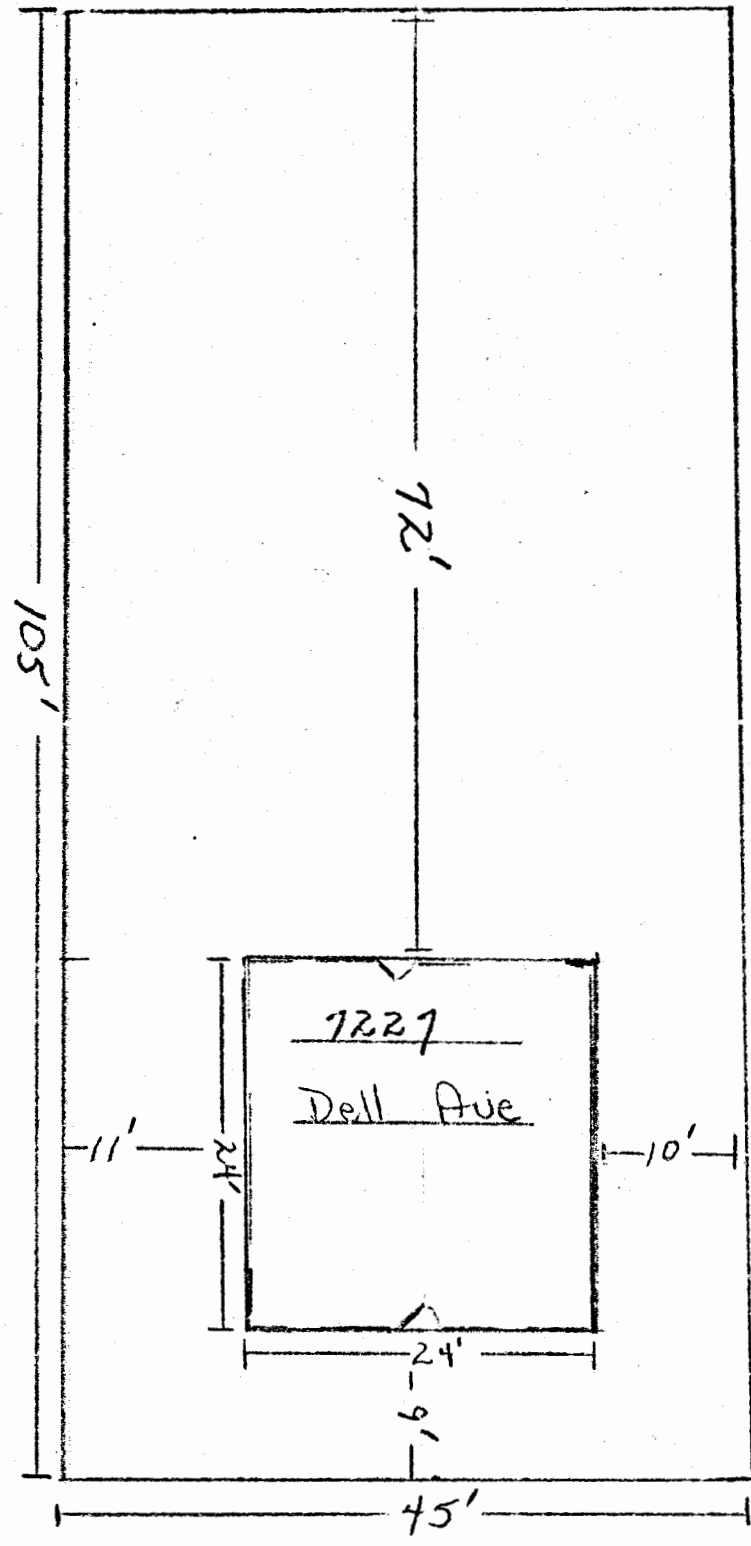
1. NO BATH FACILITIES
2. NO RUNNING WATER
3. EXTERIOR: ASBESTOS SHINGLES

REQUESTING:

1. TWO ROOM ADDITION OVER REAR OF HOUSE FOR BATH & CLOSETS.
2. ALUMINUM SIDING EXTERIOR.
3. PERMISSION TO TAP ONTO SEWER FOR FULL BATH & RUNNING WATER.

Plot Sketch 4-3-74

Martin & Marceline McKie



Improvements  
approved as requested  
by Clifton Town  
Council at Meeting  
of 5/14/74:

William Bernard  
Nellie Fair  
Phyllis B. Waters  
Rome Skujins  
Madame Caple

DELL Avenue

April 2, 1974

To the Members of the Town Council  
Clifton, Virginia

Dear Ladies and Gentlemen:

This is to request that the property commonly known as the "Buckley Store" be permitted to be used in part as a family type restaurant in keeping with the historic nature of the Town of Clifton as permitted by the Clifton Zoning Ordinance of 1956.

Very truly,

*David H. N. Bean*

David H. N. Bean  
General Partner  
Historic Clifton Associates

Approved at Town Council  
Meeting of 5/14/74:

*Willard Bernard*  
*Phyllis B. Waters*  
*Rome Skuzin*

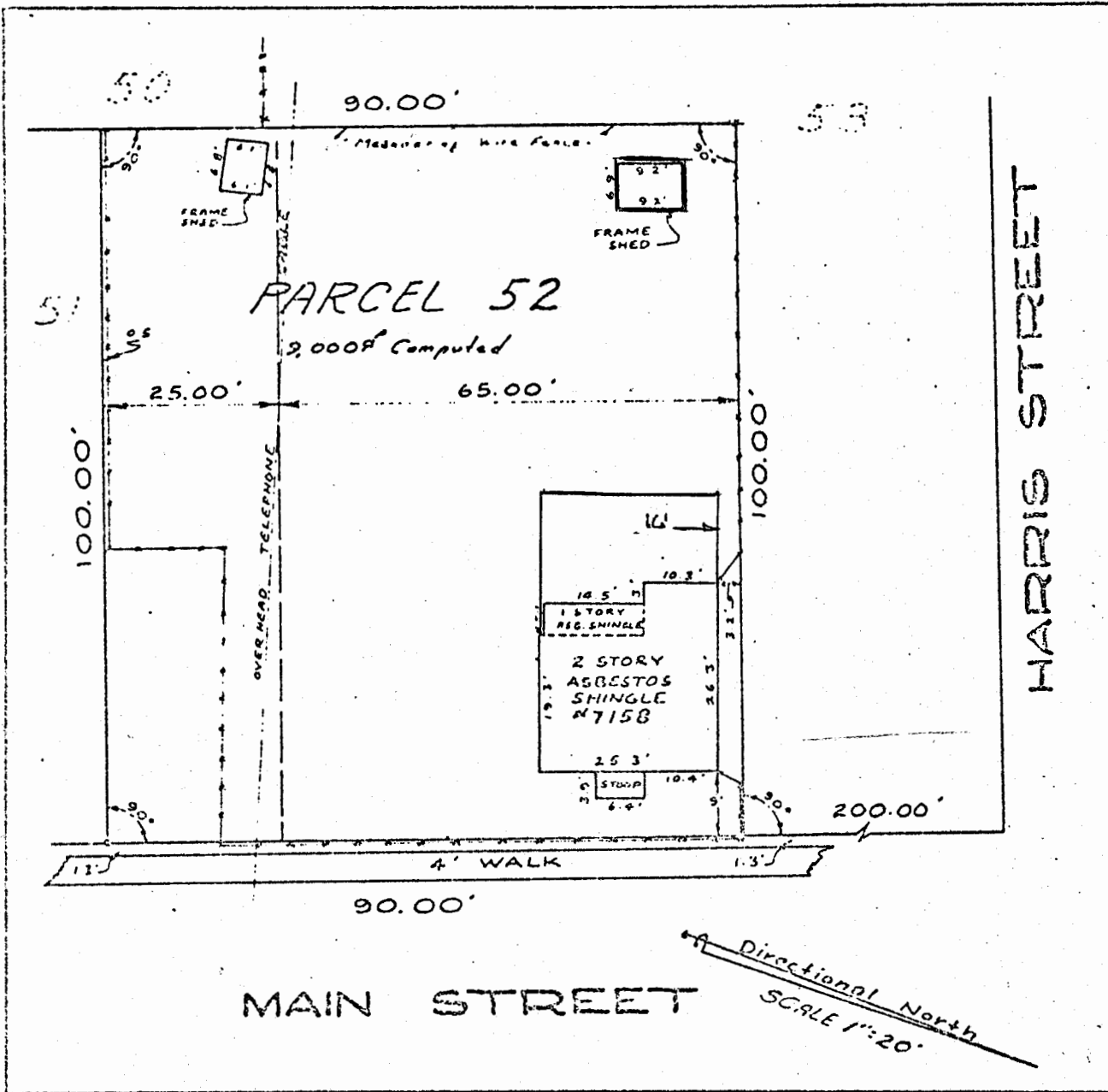
COUNTY OF FAIR  
TOWN OF CLIFTON  
PARCEL 52, -002, SECTION 75  
7158 MAIN STREET  
DEED BOOK 2790 PAGE 376

J. G. KINCHELOE

LAYDEN

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS ON THE BELLY DESCRIBED PROPERTY HAVE BEEN CAREFULLY ESTABLISHED BY A TRANSIT TAPE SURVEY AND UNLESS OTHERWISE SHOWN, THERE ARE NO VISIBLE ENCROACHMENTS.

*D. E. Whiting* SEPT. 3, 1969  
D. E. WHITING ..... CERTIFIED SURVEYOR  
679



Town Council

April 2, 1974

In compliance with the March 6, 1956 Zoning Ordinance for the Town of Clifton the enclosed set of plans showing an addition and external improvements to the house at 7158 Main Street, including also the replacement of the wooden tool shed in the southwest corner of the lot with a metal one of the same size, are submitted for your consideration.

Since the lot size is 9000 square feet and the addition would be within 3 feet of the adjoining property, I am requesting a variance of the ordinance with respect to Section III, parts B1 & 2.

The adjoining property owner reviewed the plans with no objections and has so indicated by signing below.

Respectfully,

*Patrick S. Layden*

*Donna J. Keckern*  
4-1-74

*W. J. Bl...*

4-3-74

Application under restoration and zoning ordinances approved by town council at 5/14/74 meeting

*Willard Bernard*  
*Jessie M. Fair*  
*Phyllis B. Waters*  
*Woodrow Coyle*  
*Rome Skyrins*

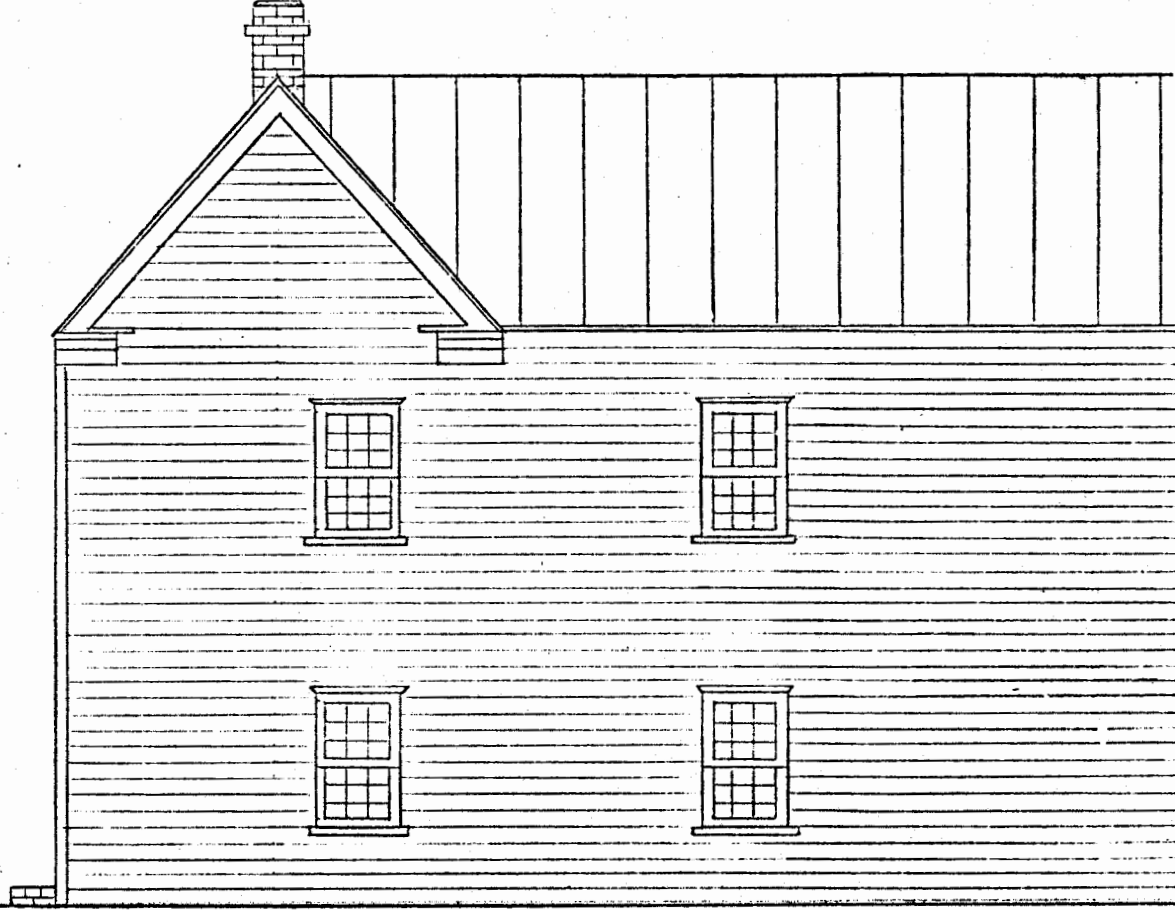
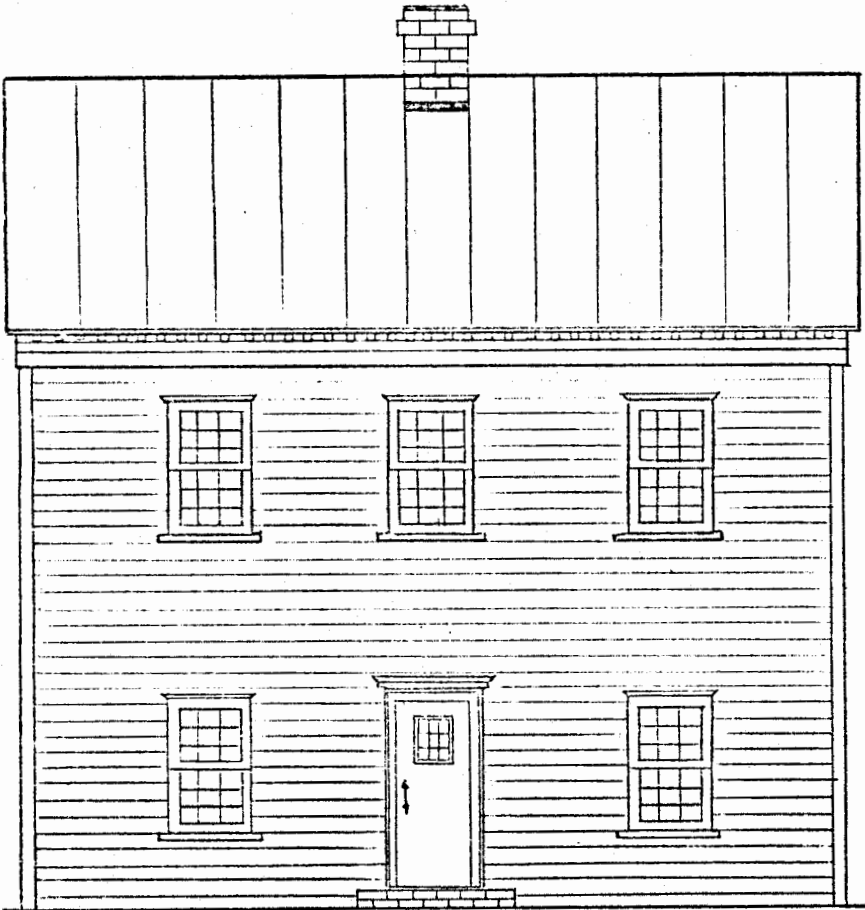
Per Layden at 5/14/74 Meeting:

Roof - Tin

Side - Frame

Color - not decided at this time, but same as rest of house.

Construction to be in keeping with remainder of house.

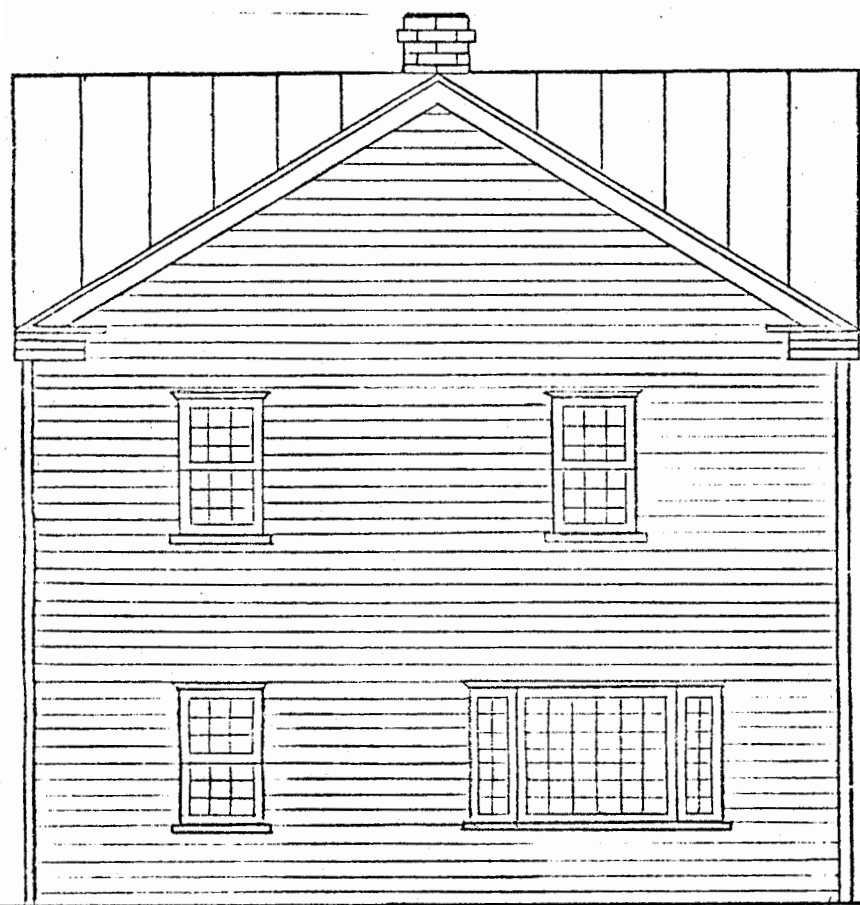


Application under Restoration and Zoning ordinances approved by Town Council at 5/14/74 meeting:

William Bernard  
 Joseph M. 7 wife  
 Phyllis B. Waters

Proctor Caplan  
 Rome Skuzin

SCALE: 1/4" = 1 FT.	APPROVED BY:	DRAWN:
DATE: MAR. 1, 1974		REVISED:
7158 MAIN STREET		
CLIFTON VA.		



Application under restoration and zoning  
Ordinances approved by Town Council  
at 5/14/74 Meeting:

William Bernard - Phyllis M. Garif & Phyllis B. Waters R. Spu  
Meadow Lane

Town Council  
Meeting of  
June 4, 1974

The Town Council of Clifton, Virginia met on June 4, 1974 in the Fire House at 8:00 P.M. with the following in attendance:

Council

Romans Skujins -- Acting Mayor in Mayor Waters Absence.

Nellie Fairfax  
Mynor McIntyre  
Willard Bernardin (and Town Clerk)

David H. Bean--Town Attorney

18 Town Citizens

The minutes of the previous meeting were read and approved as read.

The Town Clerk read the Treasurer's report for April 2 and May 7--both were approved as read.

The following bills were presented and the Council approved payment:

Mynor McIntyre	Mowing Lawn on Playground	\$40
Wayne Nickum	Booklet on Utilities (2)	3

The Acting Mayor introduced the subject of the unresolved application for a zoning variance by David Smith for his tool shed. Mr. Smith indicated that it was his intantion to continue a fence he had started and Mr. Bean indicated that completion of this fence would alleviate most of his objections to the shed. Upon discussion, the Council approved the variance application as requested.

and that he would no longer object to the application

The Acting Mayor then entered into a discussion of the Town Office building and David Smith, as Chairman of the Restoration Committee, presented a recommendation that a partnership called Designworks be given the contract for the building work. Their bid of \$7995, their responsiveness to the bid request and their credentials were reviewed and considered appropriate. (At this point, a bid by Creative Structures, Limited was withdrawn by David Bean.) After discussion, and upon motion duly made, seconded and carried, the Council approved acceptance of the Designworks bid subject to final contract negotiations.

A previous request by David Bean for a use permit for the Clifton Hotel on Main Street was then discussed by the Council and was rejected. In view of the zoning for that piece of property, it was suggested that a request for a rezoning would be more appropriate.

Dave Bean as Chairman of the Playground Committee was requested by the Council to see that the playground be provided with a sign that said, in effect, no motorcycles and no horses. He was also asked to look ~~into~~ into whether it might be appropriate to write letters to horse owners and riders indicating where it is proper to ride in the Town. He was also asked to clear up the legal status of the Town's use of the playground and providing of signs etc.

The Acting Mayor announced that a Special Meeting of the Council would be held June 26 at the Fire House at 8:00 P.M. in order to discuss in full the granting of the Buckley parkland across Pope's Head Creek to the Town, its proposed uses, etc.

James Hricko presented a set of plans for the restoration of the Mayhugh House at 12749 Ford Lane and requested a Certificate of ~~xxx~~ Appropriateness for the project. The Council accepted the plans and tabled the request until the next meeting.

Romans Skujins presented a series of suggestions ~~he~~ for the Council's review, including the appointment of a Zoning Permits Administrator to see that approved work is done pursuant to the approval; including the appointment of a Town Sergeant; including writing a letter to the Southern Railroad indicating that there is much stagnant water in the woods behind Buckley Field and the <sup>Railroad</sup> should fix it; including fixing the firehouse drainage.

Mary Lee noted that the Chapel Road sidewalk has badly heaved and needs ~~xxx~~ work, that the streetlight by the Hotel on Main Street is out and that the hole across the street from the general store has still not been fixed. She suggested another letter or call to the Department of Highways.

Carl Mullins submitted an application for a Certificate of Appropriateness for an addition to his house on Chapel Street which was tabled until he could supply the Council with additional information.

The Council entered into a discussion regarding the zoning variance violation at David Bean's house on Chapel Road and reviewed a large set of drawings submitted by Mr. Bean. Mr. Smith the previous objector to the violation indicated he would no longer object to a variance approval ~~by~~ for the violating retaining wall. After further discussion, and upon motion duly made, seconded and carried, the Council granted the variance for the retaining <sup>wall</sup> as it existed at the time and for an access cover to be added in the future.

No further topics for discussion being presented, the Council voted to adjourn.

Respectfully Submitted

*Willard Bernard*  
Willard Bernardin, Town Clerk

*Rhyllis Waters*  
Mayor



Balance on hand May 7 1974

2642.94

Income

Cig. tax (4-30-74) 88.16

Total 88.16

2732.10

Expenses

Natl Bank of Fairfax 67.42

United Lithographic Service 40.00

Globe Newspapers - <sup>ads for</sup> <sub>1/10</sub> 4.05

Ruth Mahoney - election 50.00

Jan Beebe - election 25.00

Donna Ben - election 25.00

M.F. McIntyre - <sup>mowing</sup> <sub>playground</sub> 20.00

Total 231.47

Balance on hand June 4, 1974

\$ 2500.63

Revenue Sharing Fund Acc. Balance

1285.00

Suburban Savings:

Acc. \$ 3938.94

Certificate \$ 6162.59

Mary Diane Smith, Treasurer,  
Queen of Clifton

12801 Ford Lane  
Clifton, Va 22024  
25 April 1974

Town Council  
Clifton, Va

Dear Ladies and Gentlemen:

As requested by the Town Council, I am submitting a request for a variance for a yard shed on my property. Although the current Town ordinance is silent on the subject of accessory buildings and therefore a variance is not required for a shed, and also that the complaint against the shed has no validity since it was filed at least 3 years after construction of the shed, I am complying with the wishes of the Town Council in a spirit of cooperation with the Council.

My request for a variance is based on need and hardship as follows:

1. As shown on the attached plat, a 8 x 10 foot yard shed is located at the rear of my lot, where it has been for over 3 years. Since I have less than 50 feet from my patio to the rear lot line, complying with the 25 foot setback would place the shed in the middle of the yard, which would cut up the yard in an unsatisfactory way.
2. I have no garage or basement to store yard tools in. A yard shed is absolutely a necessity to allow me to tend the yard and garden.
3. The side of my yard is not available as a site for the shed since I will be adding a room and basement this summer at that location. The plans for this construction have been submitted to the Town Council for approval under separate cover.

Precedence dictates that previous construction of yard sheds have not required Town approval. At least 4 other similar sheds now exist in Clifton, three of them constructed prior to mine, and one constructed after mine. Singling out my shed for exception would be an unfair and arbitrary enforcement of Town Ordinances.

I request that the Town Council favorably consider this variance.

Sincerely,

*David A. Smith*  
David A. Smith

*Per Council Meeting  
of June 4, 1974,  
Variance request  
is approved.  
William Bernard  
Jolie M. Frazier  
Paul Higgins  
John Patton*

*Per Council Meeting  
of June 4, 1974  
Variance request  
is approved.*

PROPER  
ID A.  
OF  
TAX COURT  
E 11:30  
McLennan  
Certified Land

SOOTHELLER

SOUTHERN

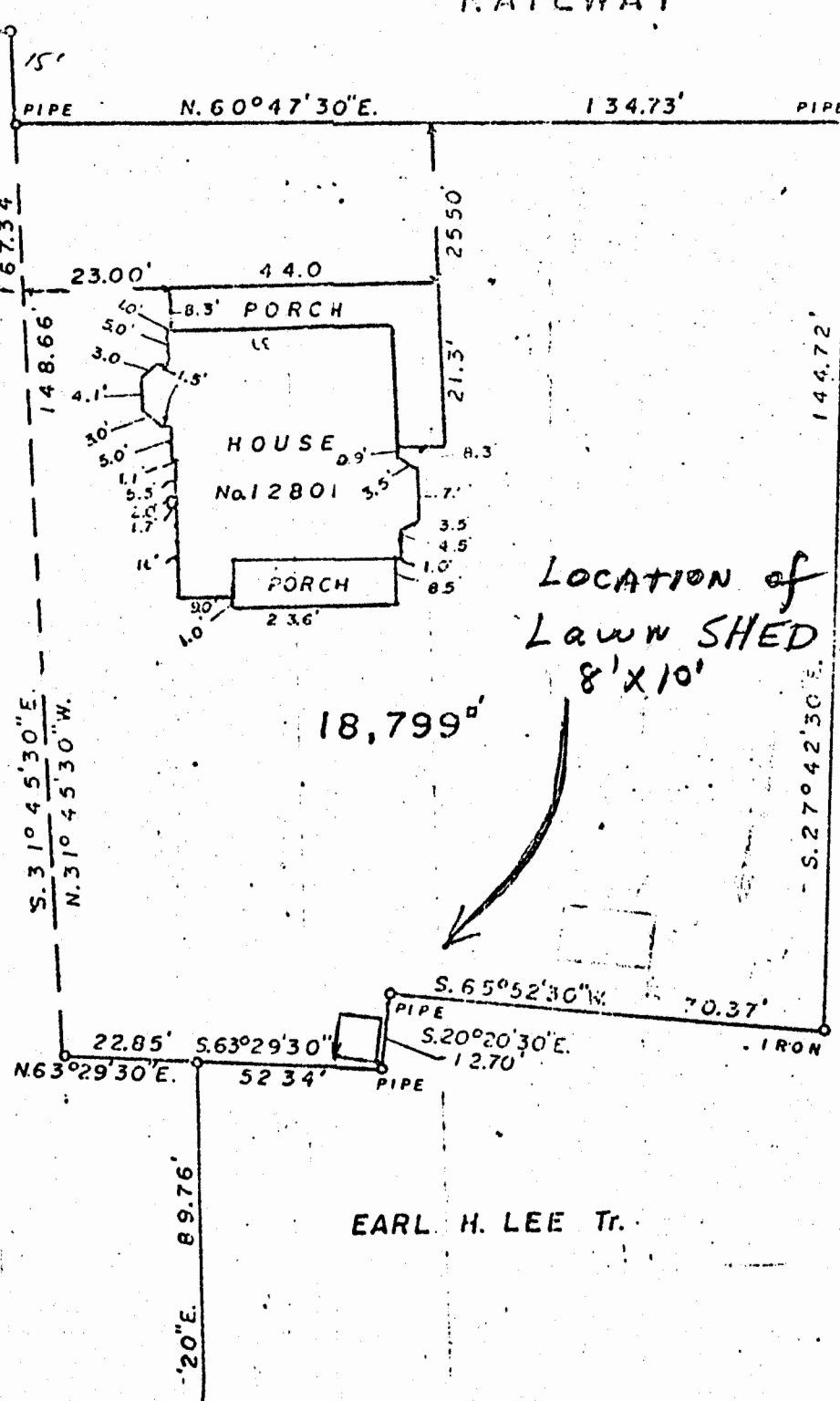
RAILWAY

133  
10  
675  
12  
2,023

PROPERTY OF  
**DAVID A. SMITH**  
TOWN OF CLIFTON  
FAIRFAX COUNTY, VIRGINIA  
SCALE 1"=30' DEC. 8, 1970

*J. Horace Jamieson*  
Certified Land Surveyor  
McLean, Va.

*Per Council Meeting  
June 4, 1974  
variance request  
is approved  
William Bernard  
Jellie M. Farney  
Gene Leary  
MAM: jtk*



32,987°

LOCATION of  
LAWN SHED  
8' x 10'

18,799°

EARL H. LEE Tr.

C. B. McMULLEN



Town Council  
Meeting of  
June 22, 1974

A Special Meeting of the Town Council of Clifton, Virginia met on June 22, 1974 with the following in attendance:

Mayor Waters

Council

Nellie Fairfax  
Mynor McIntyre  
Romans Skujins

One Town Citizen

The Mayor noted that the meeting had been called to discuss two items--the additional payment of \$490 to Fairfax County for a sewer tap for the Town Office building, and the application of Helen Buckley for a Restoration Permit.

Jim Hricko, the Contractor for the Town Office Building, explained that the Town Office Building needed a Commercial sewer tap permit from Fairfax County rather than the residential one now provided for. After some discussion, the Council approved the application for such a permit and authorized \$490 to be paid for the permit.

The Mayor presented a request by Helen Buckley for a Restoration permit for an addition she intended to build to the building at 7211 Main Street. Since not enough information was presented or available, the Council deferred action.

No other business coming ~~was~~ before the meeting, it was adjourned.

Mayor

*Phyllis Waters*  
Phyllis Waters

Respectfully presented

*Phyllis Waters*  
Phyllis Waters, Acting Clerk

Town Council  
Special Meeting of  
June 26, 1974

The Town Council of Clifton, Virginia met on June 26, 1974 in the Fire House at 8:10 P.M. for a Special Meeting with the following in attending:

Mayor Phyllis B. Waters

Councilmembers

Nellie Fairfax  
Woodrow Caples  
Romans Skujins

15 Townspeople and guests

Pursuant to the attached Agenda, the guests were introduced and there was a ~~brief~~ brief discussion about the history of the Buckley Property in question. It was noted that there are three main alternatives for providing sewer services to the citizens of Clifton--1. Continuation of the current 'pump and haul' system, 2. construction of an interim facility, with more capacity than the current system but much less than a full line system, 3. long range, hook on to the master sewer which, it is anticipated, will eventually extend to the Clifton vicinity.

Mr. Childs spoke on behalf of the Lions Club which has a committee investigating possible uses of land for parks.

Mr. Faubian of the Planning Staff, sees no objections to use of this land for that purpose.

Mr. Ehrich, from Public Works, discussed the interim and long range sewer possibilities.

Mr. Jones of the Park Authority, indicated that it was his opinion that \$50,000 to \$100,000 would be required to make the land useable as a park--the problem would be to clean and level it.

Mr. Herrity suggested that ~~the~~ community effort would be more effective than money, and he noted that he could get a surveyor to draw a platte so that grading could be done. He suggested a committee be formed to make more firm plans, and that the Park Authority draw up a plan as to sources available.

Mayor Waters appointed the following Committee:  
Chris James, representing the Lions, Donna Nickum, representing Clifton Betterment Association, Carl Mullins representing Southwestern Youth Association, Tor Rothman representing the Town Citizens and David Smith representing the Town Council. The members were to chose a Chairman from their number.

The Council voted adjournment.

Respectfully submitted

Phyllis Waters  
Phyllis Waters, Mayor

Phyllis Waters

AGENDA-----TOWN MEETING

TOWN OF CLIFTON---June 26, 1974

CLIFTON FIRE HALL

DRAFT

Purpose: Town of Clifton Park (an 8 acre tract on the West edge of Clifton)

Attendees:

Town Council, Town of Clifton  
Mr. Jack Herrity, Supervisor, Springfield District  
Mr. Glenn Ehrich, Director of Public Works  
Mr. Richard Faubian, Planning Staff  
Mr. \_\_\_\_\_, County Attorney's Office  
Clifton Betterment Association  
Clifton Lions Club  
Southwestern Youth Association  
Other interested community residents and organizations.

I. Introduction of attendees

II. Review of historical actions concerning previous plans and disposition of Town of Clifton Park (from Town and County views).

- a. Original gift of land to Town by Mr. Buckley
- b. Controversy over attempted gift by Town to County for use as sewage treatment plant site.
- c. Subsequent gift of land to County by Mr. Buckley and reversionary clause.
- d. County plans for use.
- e. State water control board policies.
- f. Recent letter from Clifton Town Council requesting County plans for the land and the County response.

III. Current plans by Town and Community Clubs for use of the land

- a. Town Ownership
- b. Development, primarily by Lions and SYA.

IV. Mr. Buckley's current interest and temporary loan of 2 acres for community youth use.

V. Impacts of possible reversion of land to Town Ownership

- a. Forecloses use of site as treatment plant
- b. Would require continued pump and haul operation
- c. No planned construction planned in current County Capital Improvements Plan for next 5 years.
- d. Could pump to new Upper Occoquan Plant in FY 78.
- e. Zoning and future development problems.
- f. Is any planned use of the 8 acres (or part thereof) a realistic alternative in the Occoquan watershed?

VI. Resolution of interests if possible along with a detailed plan for future Town and County actions.

DRAFT





Councilman Bernardin said he had had discussions with the Virginia Department of Highways and Southern Railroad to try to provide for maintenance of Ford Lane. He indicated the discussions were encouraging and noted that the State had requested a resolution indicating Clifton's interest in the project. After discussion and upon motion duly made, seconded and carried, the following resolution was passed:

WHEREAS, the street in Clifton known as Ford Lane is ~~not~~ currently maintained by the Virginia Department of Highways; and

WHEREAS, the Southern Railroad, as owner, had indicated a willingness to agree with the State regarding maintenance of Ford Lane;

BE IT RESOLVED, that the Town Council of Clifton hereby requests that Ford Lane maintenance be taken over by the Virginia Department of Highways.

Councilman Bernardin reported that a formal request had been filed in conjunction with Clifton School to obtain a sidewalk from the Clifton General Store to the Clifton School. If approved, funds should become available in Fiscal 1976.

After some discussion the Town Council approved purchase of additional insurance at a cost of \$23 to provide protection for additional liability during the construction of the Town Office Building and to provide fire insurance on the building itself.

Rhyllis Waters indicated that she intended to ~~building~~ a retaining wall in front of her home to replace the one that had collapsed and requested the Council's permission. After some discussion, the Council approved the plans as presented.

Dave Bean requested the Town to increase the budget allocation to him to buy a sign for the playground, and the Council approved a budget of \$150.

James Hricko's plans for 12749 Ford Lane (the Mayhugh House) were reviewed in some detail among many comments from Town citizens. The plans, <sup>as</sup> presented and attached were approved by the Council, <sup>as</sup> follows:

1. The removal of the skylight from the proposal.
2. Start of work on the project within 6 months from this approval.
3. Keeping within the guidelines established by the Town's Ordinances.

It was noted that the new portion of the house would be stained to match the old part, namely a weathered grey, and that the trees would not be cut.

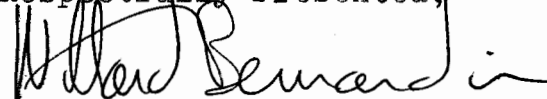
Mayor Waters read ~~and~~ a letter <sup>near or</sup> from the gas company that was proposing a new gas line through Town which offered a meeting with the Town Citizens. The Mayor asked Wayne Nickum to coordinate the meeting for the Town.

Dave Bean's request for a zoning hearing was presented to the Council and after some discussion, the Council requested a formal opinion from the Town Attorney on the procedure to be followed. The request was tabled and appointment of a Planning Commission was discussed.

Romans Scujins offered suggestions to the Council to appoint a Zoning/Restoration Permit Administrator and to somehow provide that no parking be done on the Town's sidewalks.

No further topics for discussion being presented, the Council voted for adjournment.

Respectfully Presented,



Willard Bernardin, Town Clerk

Mayor



Phyllis Waters

# Treasurer's Report Town of Clifton

Balance on hand June 4 1974 2500.63

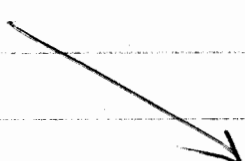
## Income

Sales tax - March, 1974	165.32	
Cig tax (5-31-74)	111.57	
Insurance refund	27.00	
Town tags	<u>60.00</u>	
<del>sales tax</del>		
Total	363.89	2864.52

## Expenses

* County of Fairfax - <sup>adltl. expense</sup> <del>power tag</del>	490.00	
Mayor M <sup>c</sup> Intyre - mowing playground	40.00	
Wayne Nickerl - VEPCO Comm. expenses	3.00	
Natl. Bank of Fairfax - mtg. payment	<u>67.42</u>	
Total	600.42	

Balance on hand July 2, 1974 \$ 2264.10



Revenue Sharing Account Balance

# 1285.00

Suburban Savings

Accs.

3938.94

does not include interest

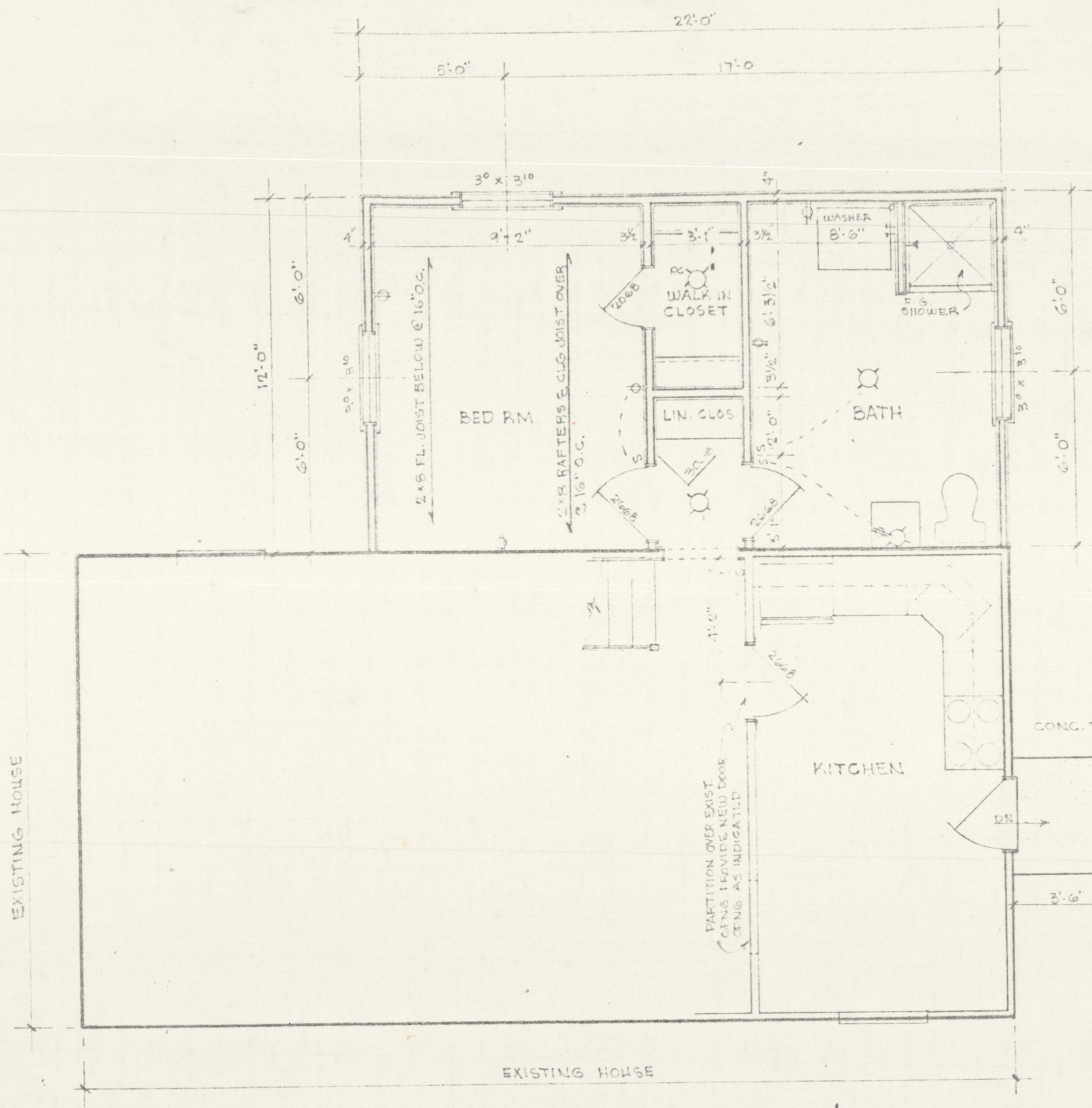
Certificate

6162.59

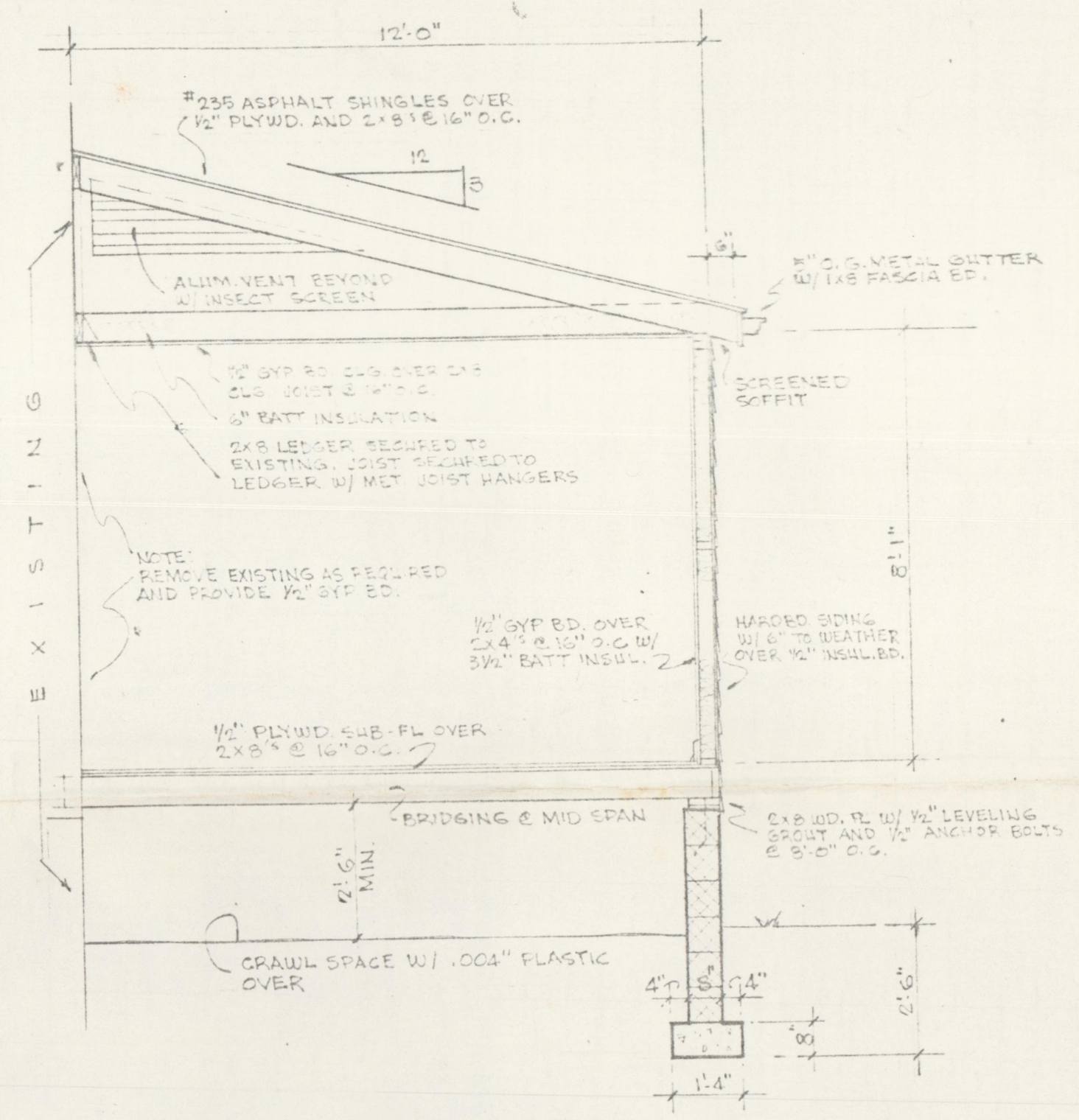
Computed 6-30-74

Mary Deje Smith Treasurer  
Town of Clifton

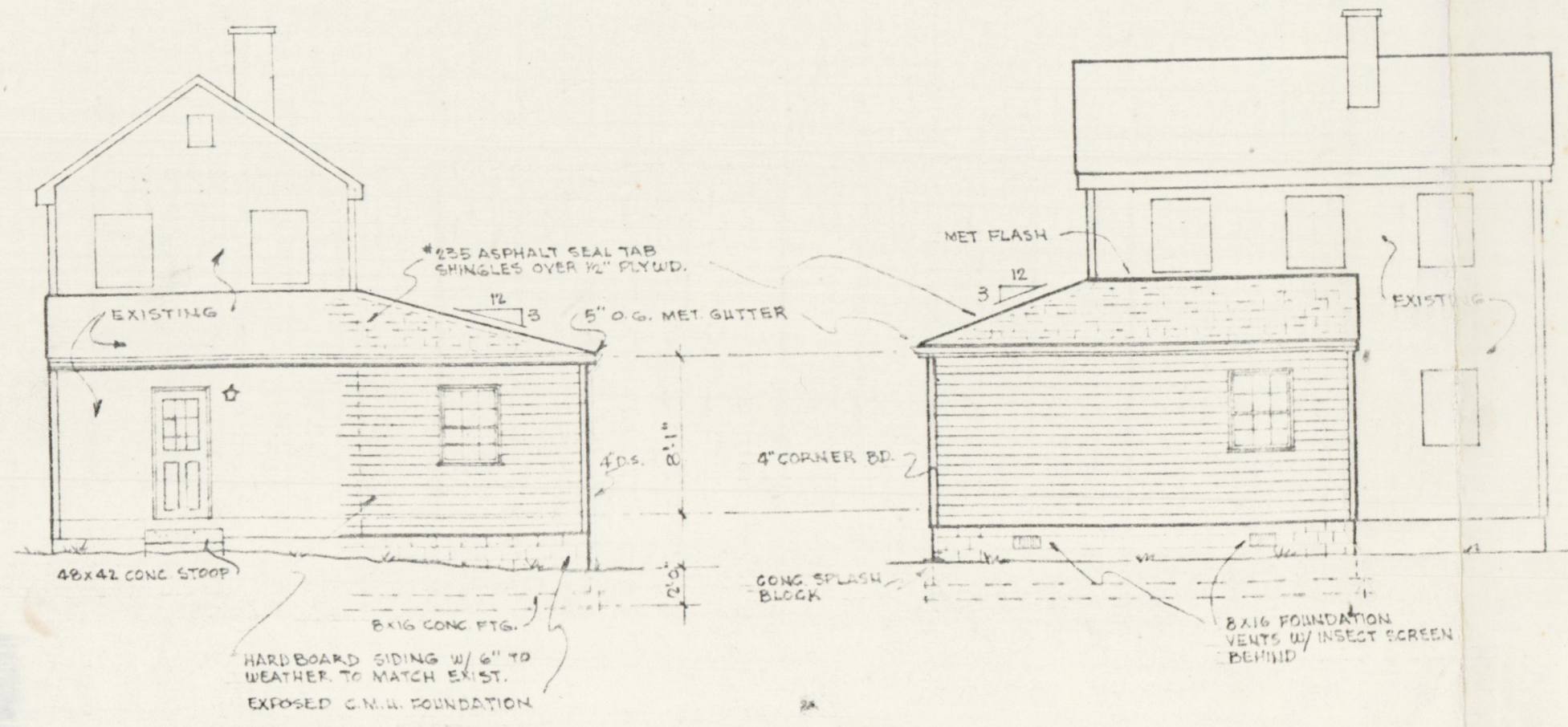




FIRST FLOOR PLAN 1/4" = 1'-0"

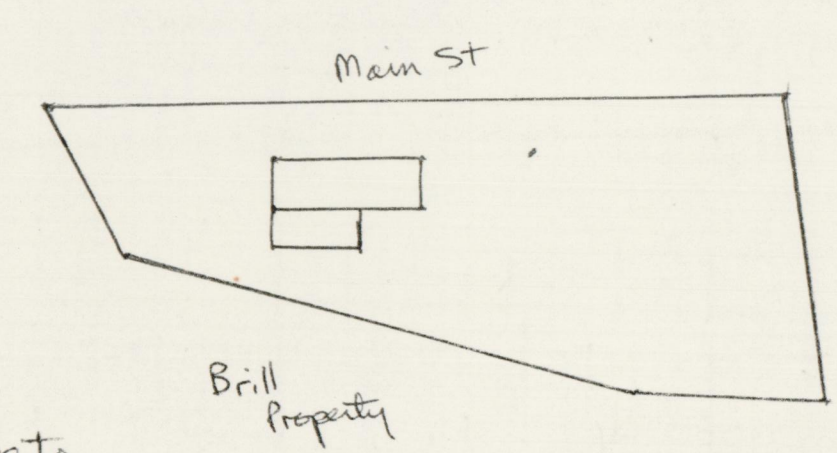


TYPICAL BUILDING SECTION 3/8" = 1'-0"



RIGHT SIDE ELEVATION 1/8" = 1'-0"

REAR ELEVATION 1/8" = 1'-0"



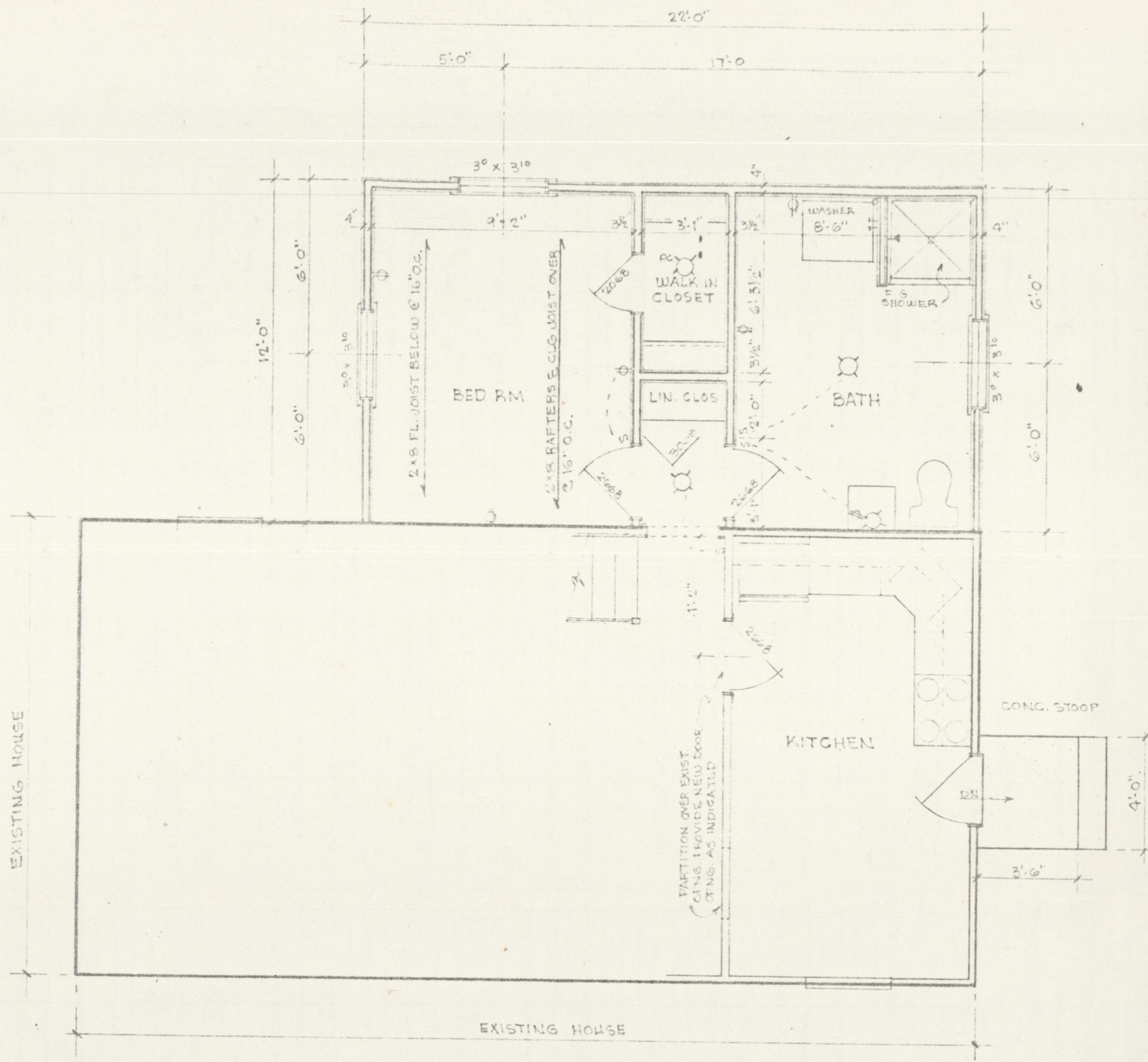
I hereby agree to the erection of this addition as proposed.

Signed: John P. Brill 7/2/74  
 MRS. BRILL Date

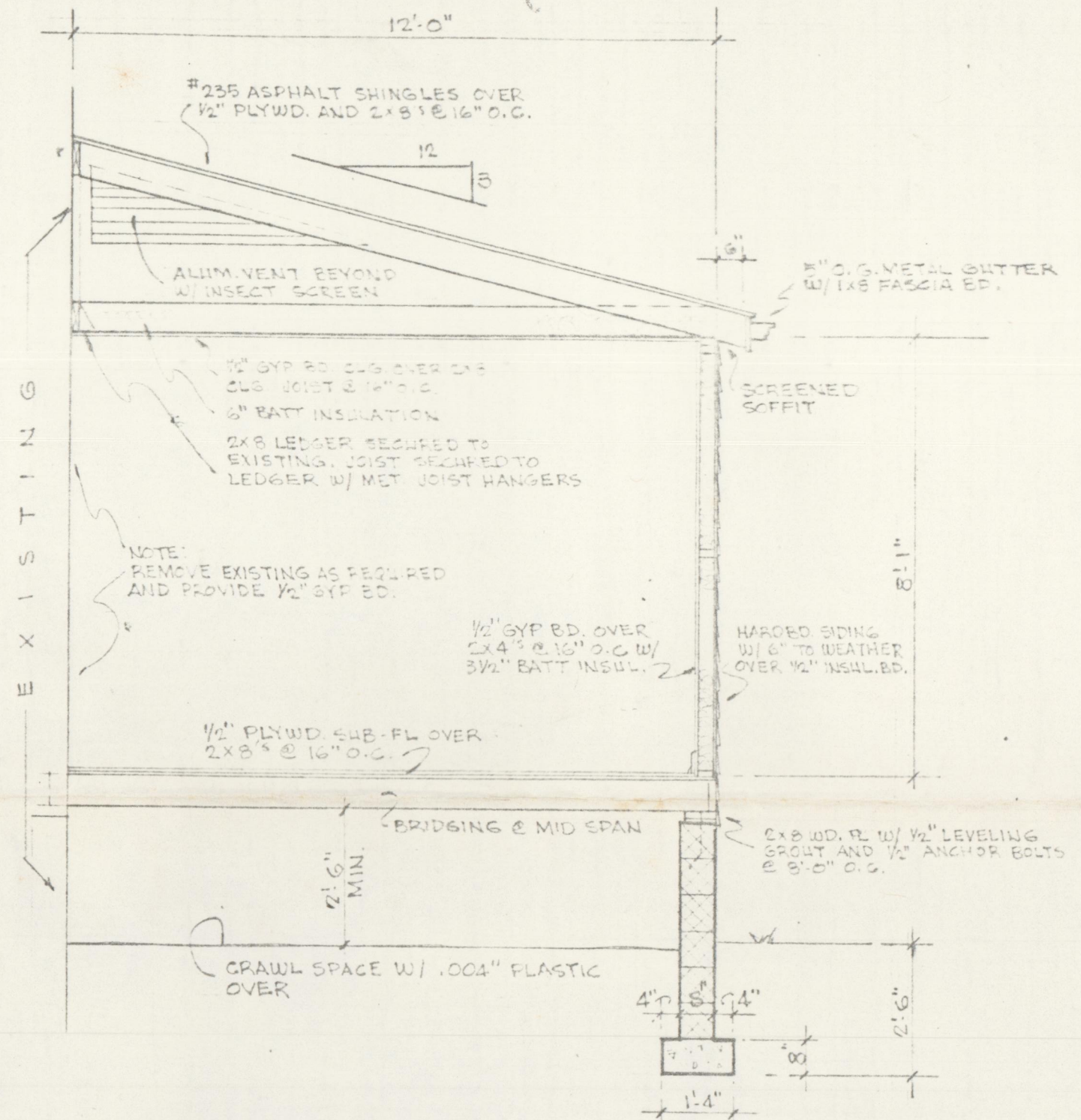
Restoration to be done in frame in Victorian manner and whole house repaired and painted. Priority to be removed. Work to start before six months from this date.

Zoning and Restoration Application Approved at Town Council at Meeting of 7/2/74 as follows: Whereas a plat is not available and the seal inaccurate but visual inspection indicates sufficient room and Mrs. Brill, the nearest neighbor, is strongly in favor (as represented by her signature of these plans) the Council will assume a zoning variance is required and thus grant such variance.  
 Signed: William Bernard  
Phyllis B. Walters  
Rose Skyles  
Nellie

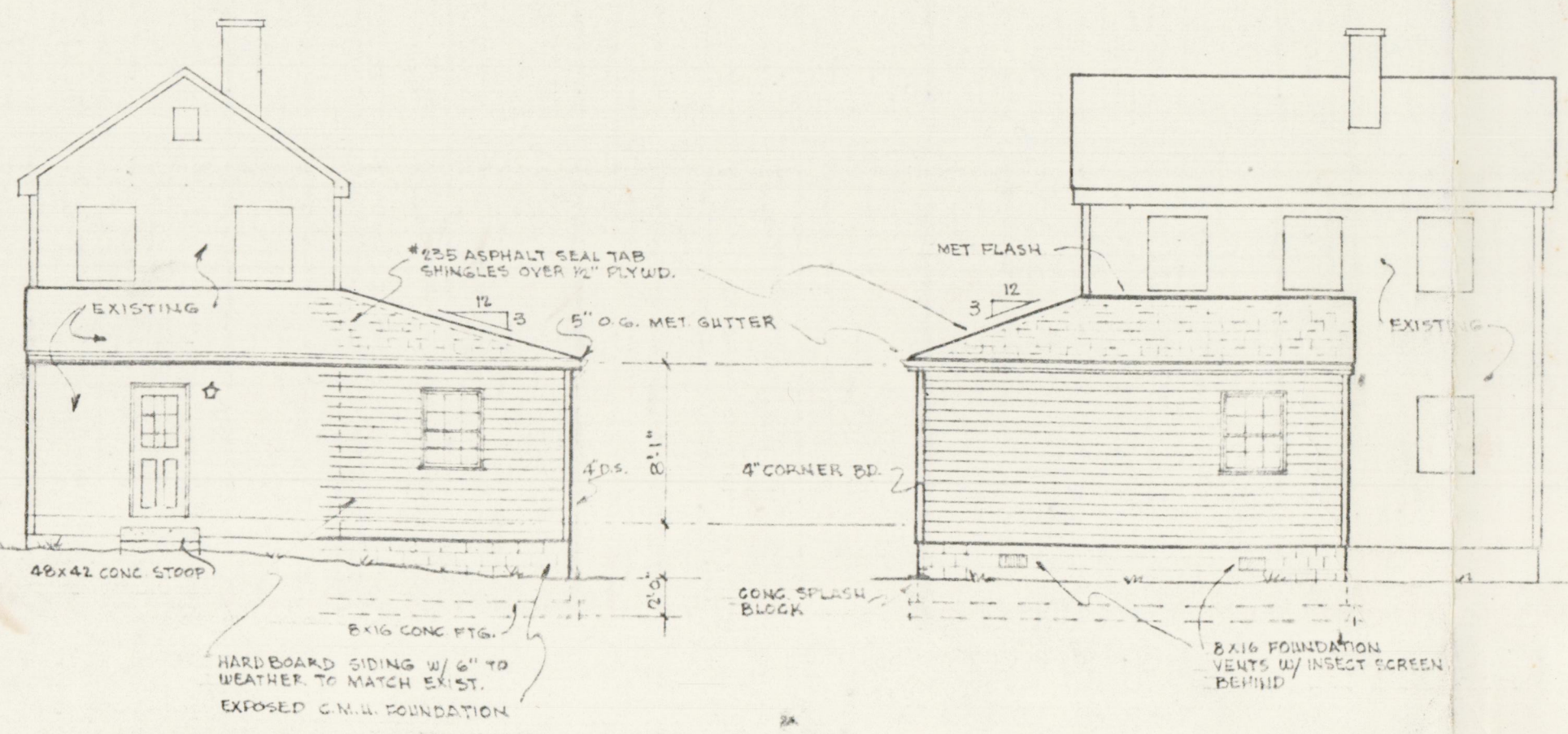




FIRST FLOOR PLAN 1/4" = 1'-0"

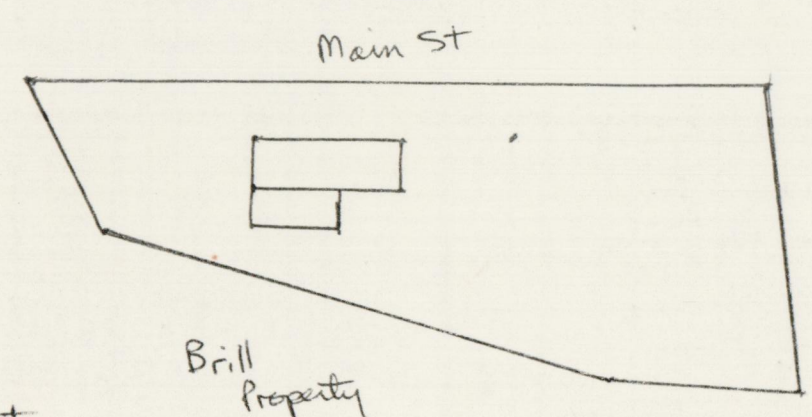


TYPICAL BUILDING SECTION 3/8" = 1'-0"



RIGHT SIDE ELEVATION 1/8" = 1'-0"

REAR ELEVATION 1/8" = 1'-0"



I hereby agree to the execution of this addition as proposed:  
Signed:

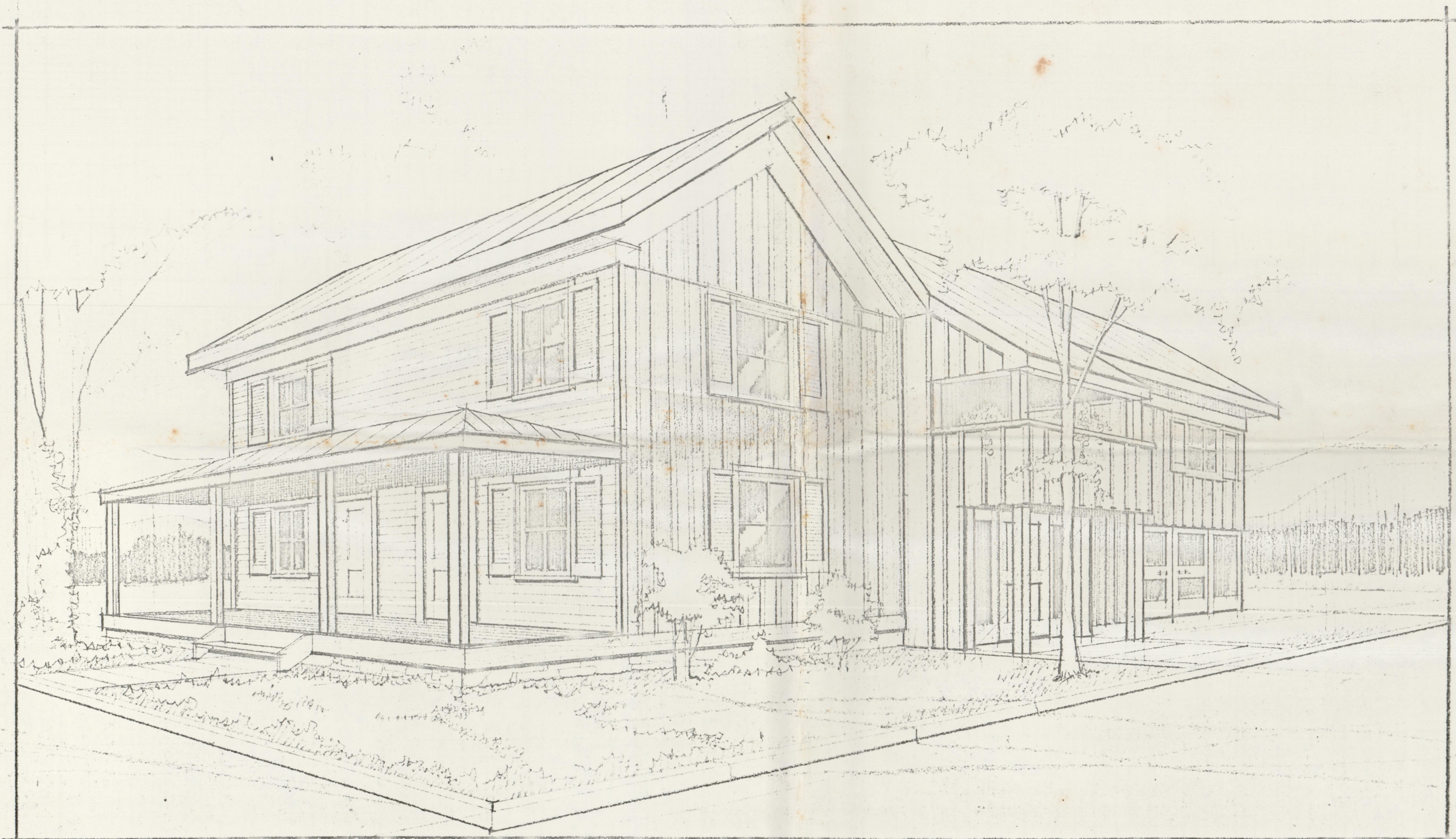
*J.P. Brill*  
MRS BRILL  
7/2/74  
Date

Restoration to be done in frame in Victorian manner and whole house repaired and painted. Work to start before six months from this date.

Zoning and Restoration Application Approved at Town Council at Meeting of 7/2/74 as follows: Whereas a plat is not available and the deed inaccurate but visual inspection indicates sufficient room and Mrs. Brill, the nearest neighbor, is strongly in favor (as represented by her signature of these plans) the Council will assume a zoning variance is required and thus grant such variance.  
Signed:  
Walter Bernard  
Phyllis B. Weston

*Rose Spitzer*  
MRS BRILL  
SHEET 1 OF 1



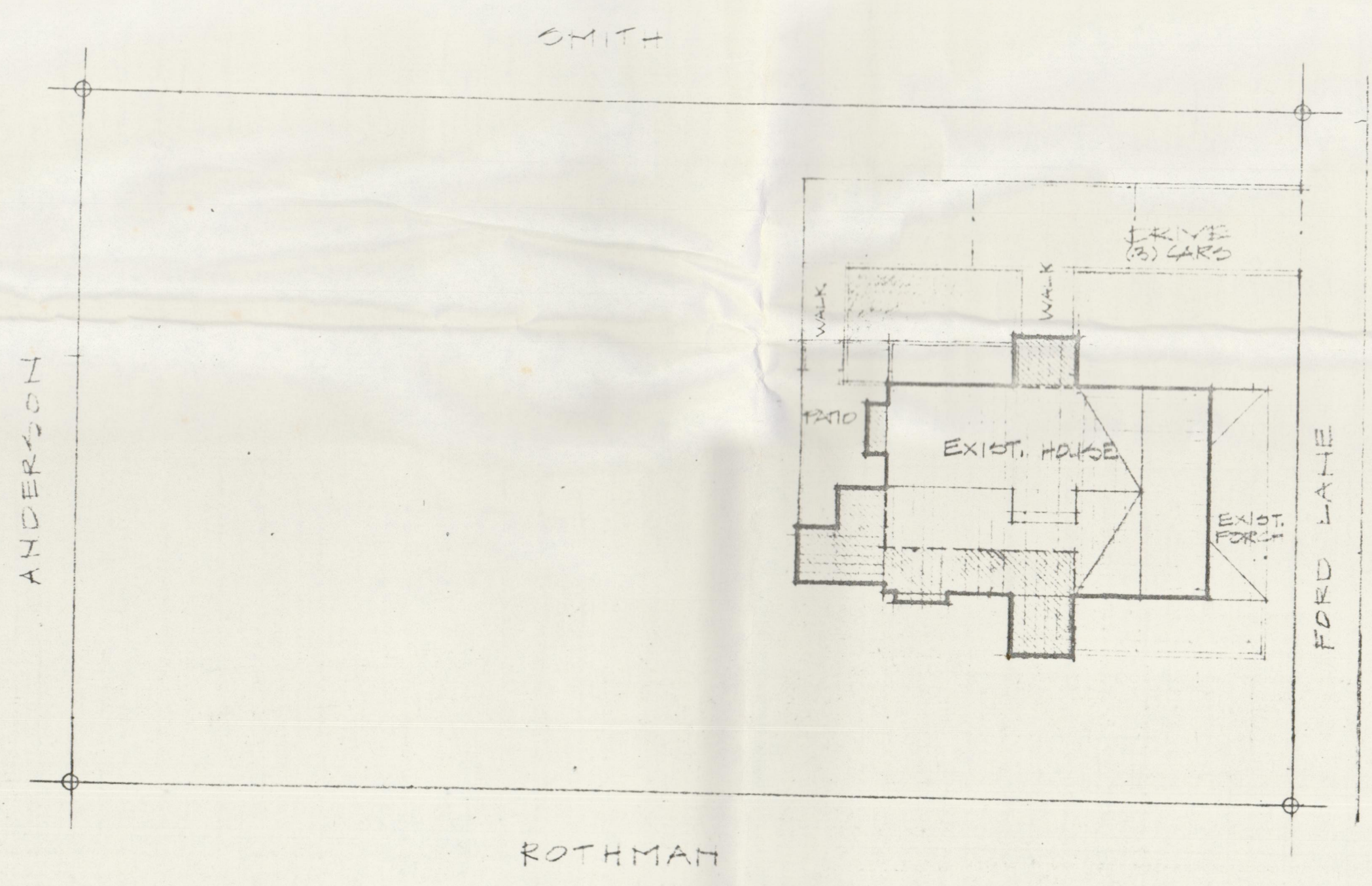


# mayhugh house restoration

Plans approved as presented under Restoration Ordinance at Council Meeting of July 2, 1974, subject to Removal of Skylight and starting work within 60 months of this date and keeping work within other ordinance requirements:

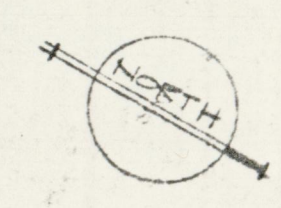
Signed  
Willard Bernard  
Phyllis Waters  
John M. [unclear]  
Rose [unclear]  
Doris [unclear]



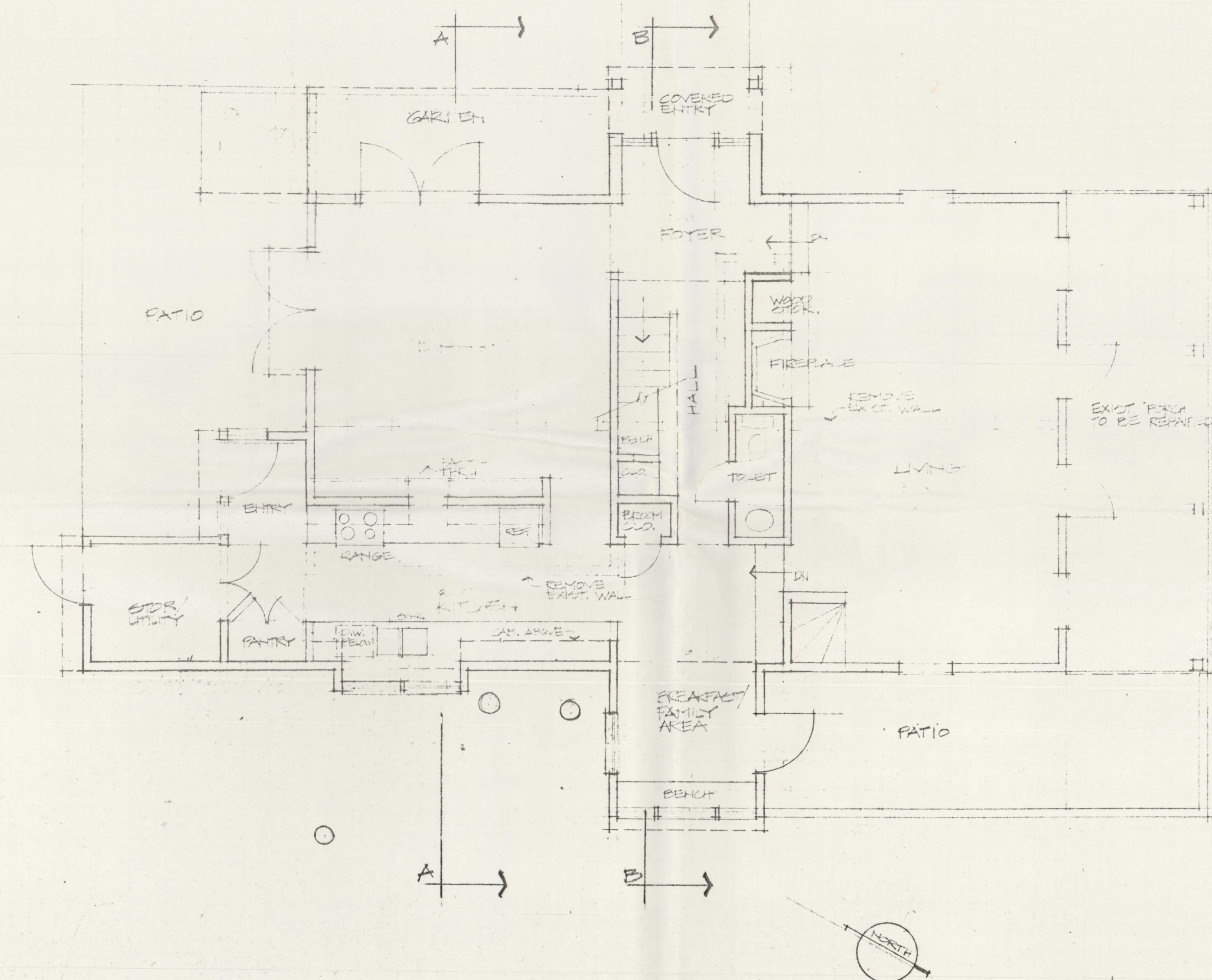


LEGEND  
 [Hatched Box] NEW CONSTRUCTION  
  
 TOWN OF CLIFTON  
 FAIRFAX COUNTY, VIRGINIA  
 SCALE 1/16" = 1'-0"

Plans approved  
per front page  
note.

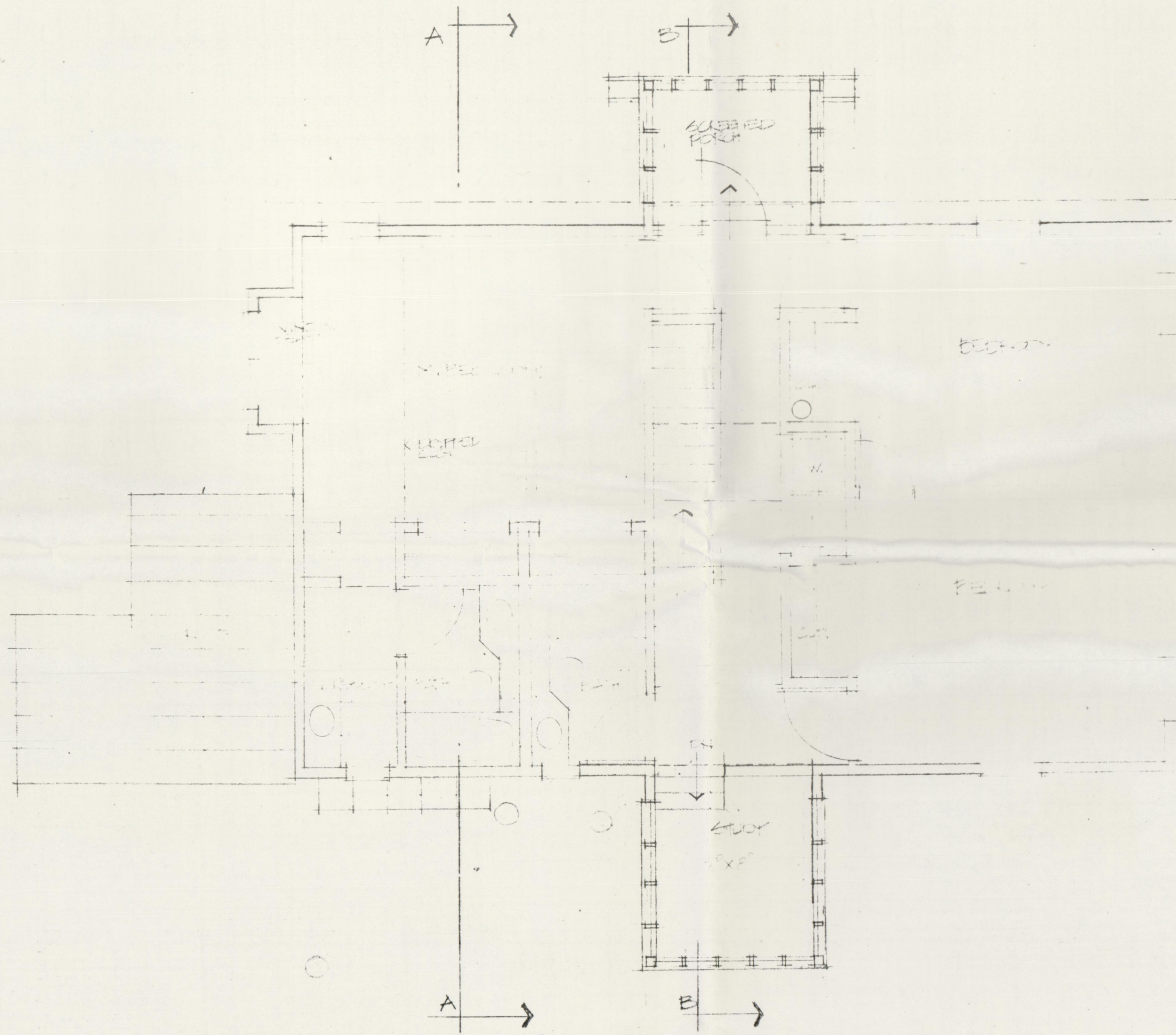






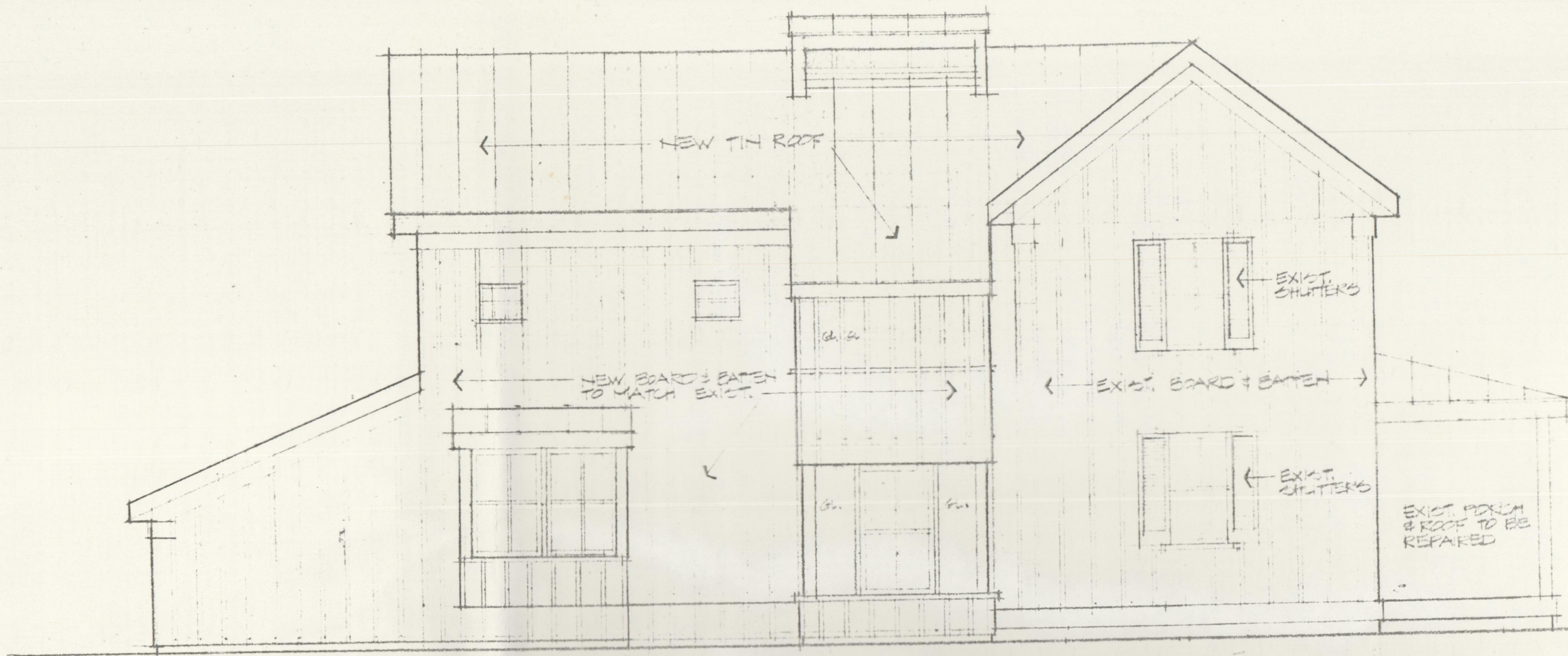
Plans approved  
per front page  
note.



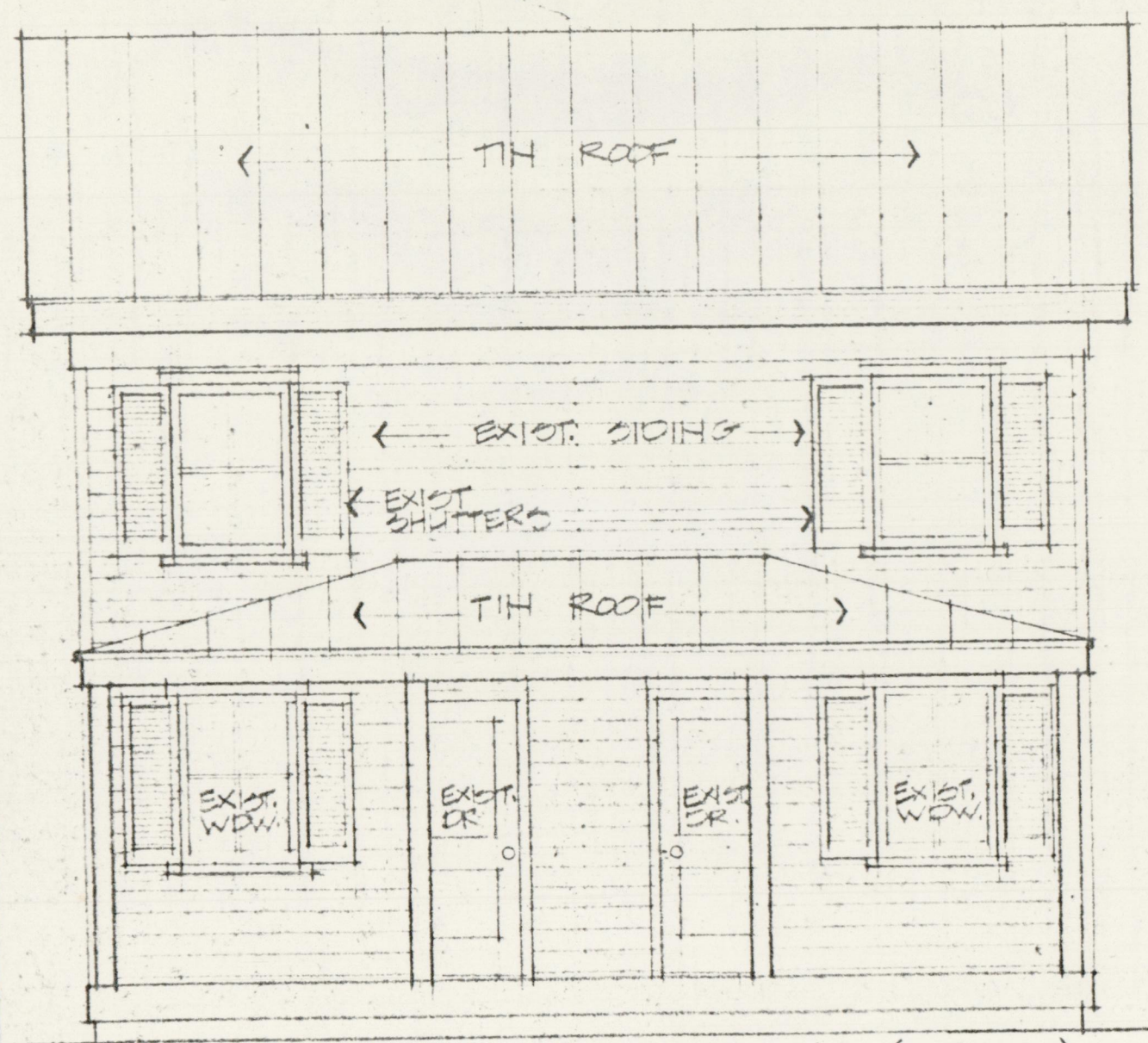


Plans approved  
per front page  
note.

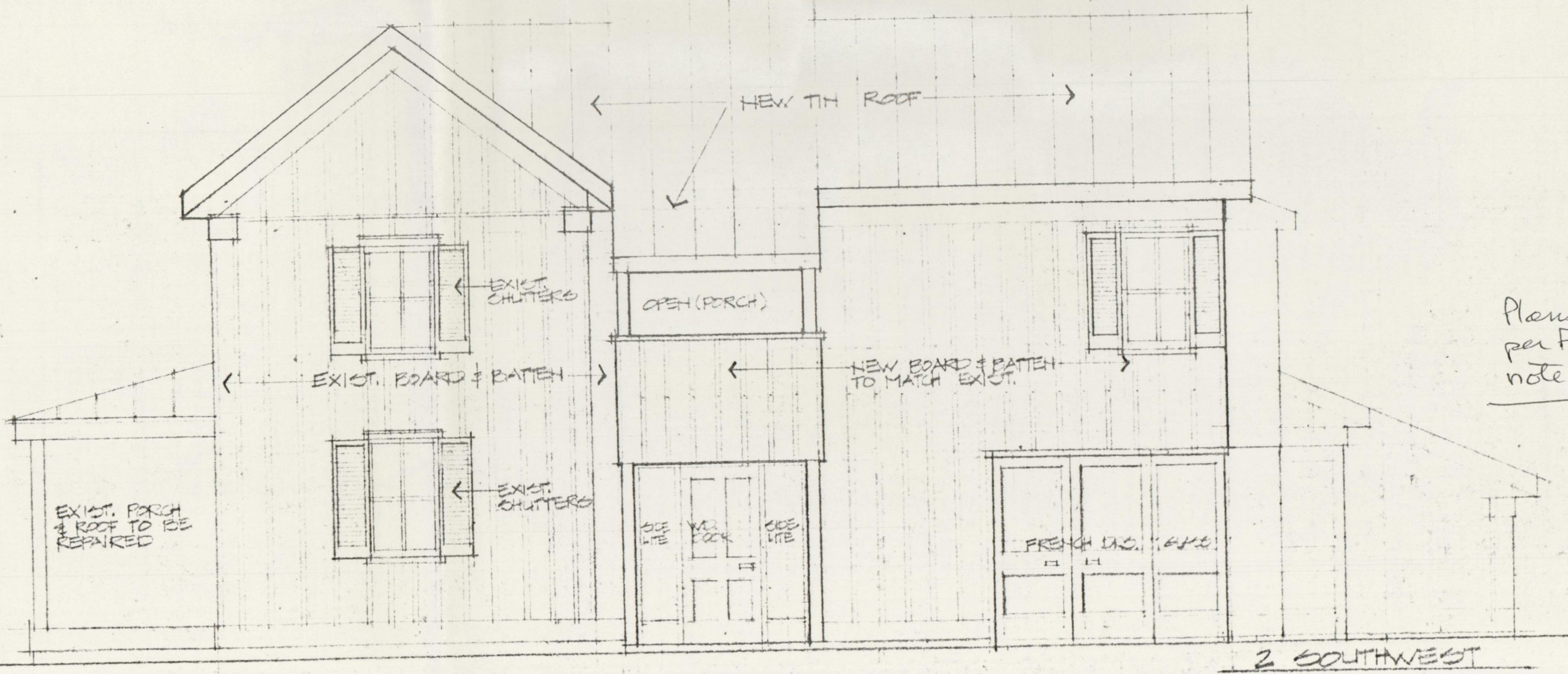




1 NORTHEAST



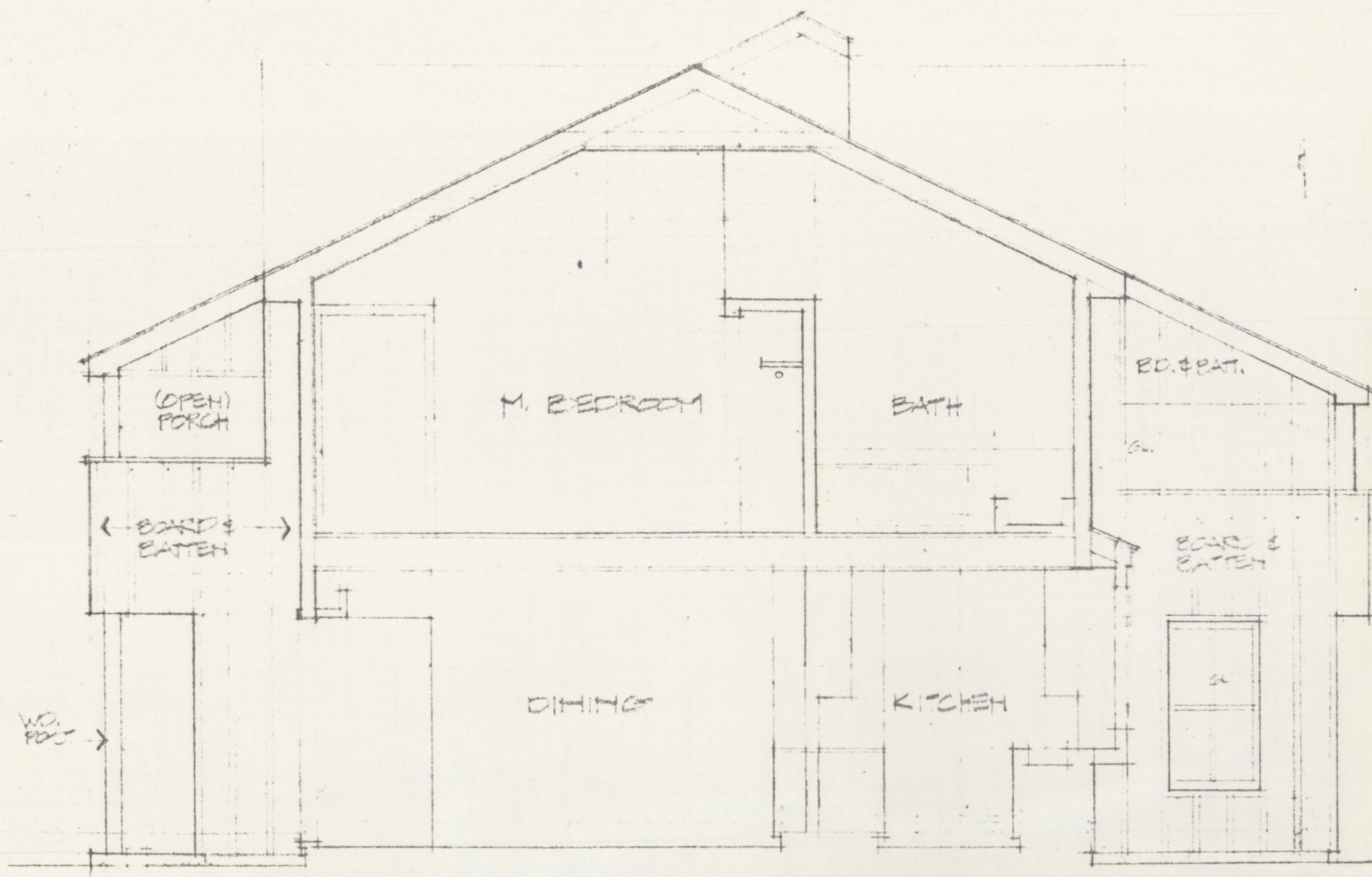
NORTH (FRONT)



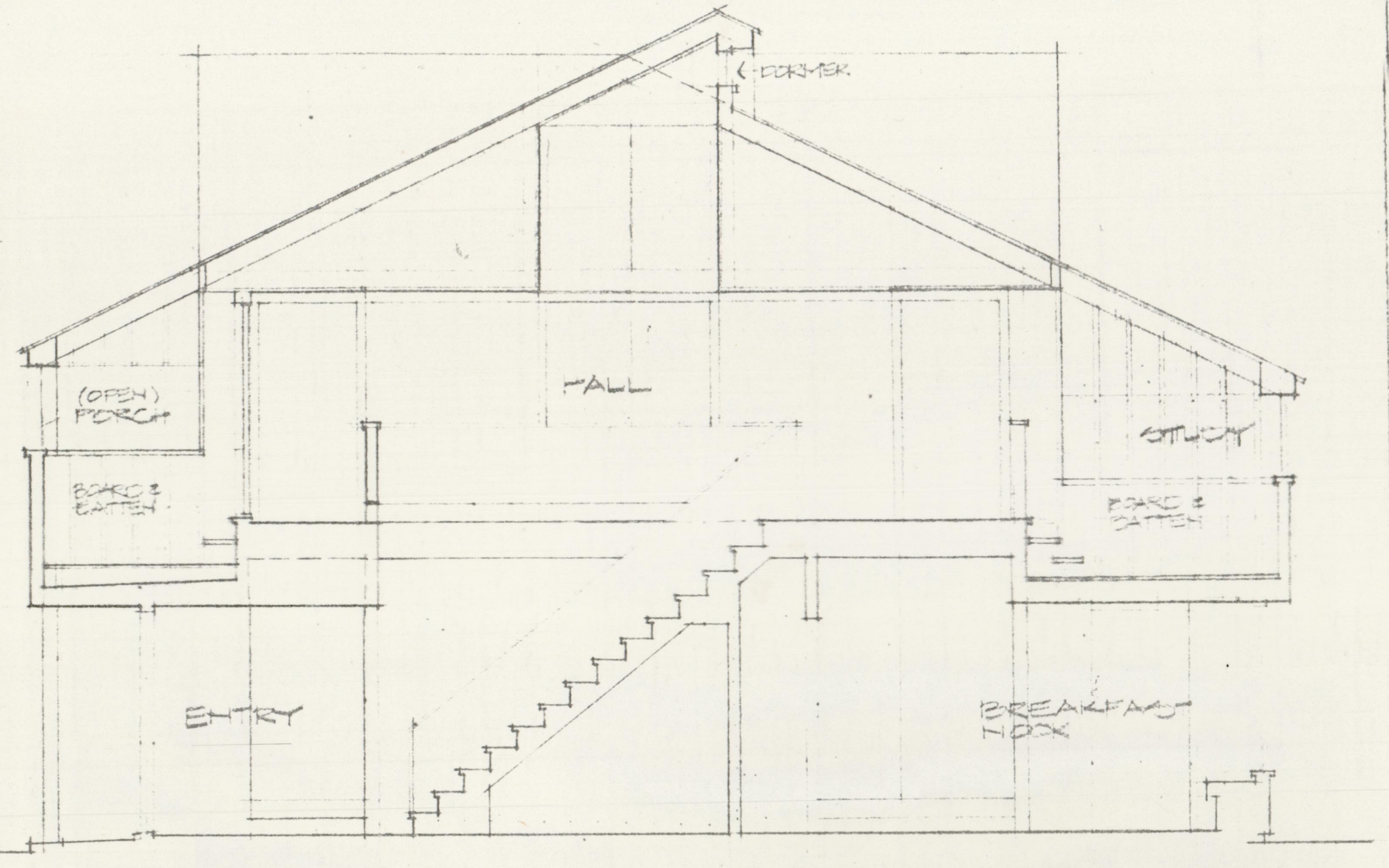
2 SOUTHWEST

Plans approved  
per front page  
note.

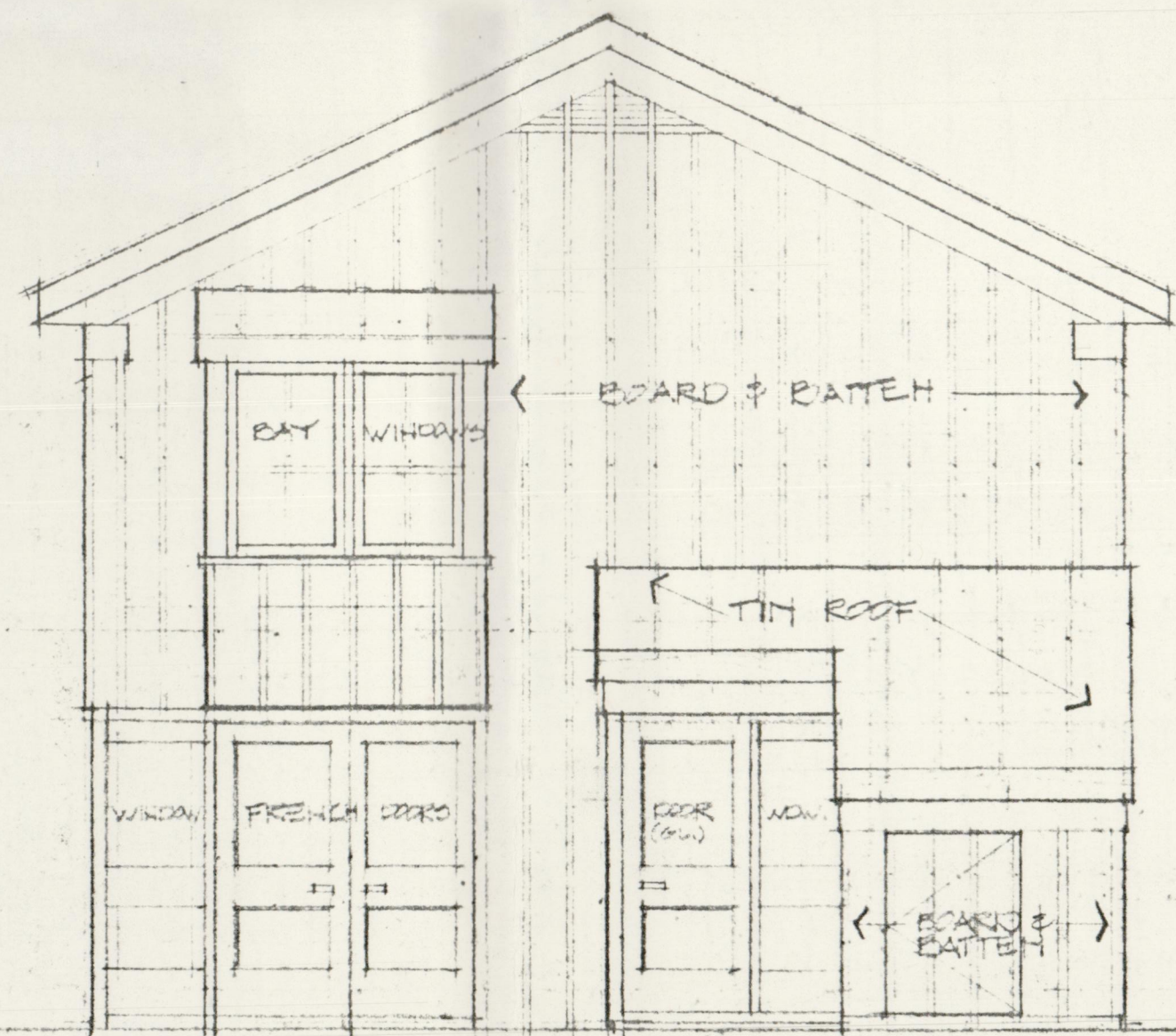




SECTION A



SECTION B



3 SOUTH

Plans approved  
per front  
page not.



Town Council  
Meeting of  
August 6, 1974

The Town Council of Clifton, Virginia met on August 6, 1974 in the Fire House at 8:00 P.M. with the following in attendance:

Mayor Phyllis Waters

Council

W.W. Caples  
Nellie Fairfax  
Mynor McIntyre  
Romans Skujins  
Willard Bernardin (and Town Clerk)

Diane Smith, Town Treasurer, and David Bean, Town Attorney

The minutes of the previous meeting were read and approved as corrected.

The Treasurer's report showing income of \$922.87 and expenses of \$867.82 was read and accepted as read.

The Mayor presented the following bills for payment and the Council voted payment as follows:

M. McIntyre	\$40	mowing playground
W. Bernardin & First Gen. Ins. Agency	9.03	copying costs
Kings Trash	45	trash collection

Sue Worsham presented ~~amended~~ plans for restoration work on her house which amended plans earlier plans filed and approved by the Council. After some discussion the plans were approved as attached to these minutes. Romans Skujins dissented.

David Bean requested what action had been taken to respond to his zoning change request. It was noted that he as Town Attorney had not provided at least one of the Council Members with sufficient information, and the Mayor also stated that she needed to name members of the Planning Commission. After some discussion, it was decided to hold a joint meeting of the Council and Planning Commission on August 12 to attempt to straighten out the matter.



The Mayor announced that there would be a meeting on August 13 with representatives of Columbia Gas Line Company regarding their proposed pipeline which would be near or in Clifton.

Mr. Johnson and Miss Louise Gibson of the Second Baptist Church in Clifton presented a platte and sketch showing their proposed plans to add a room to the church. They noted that they intended to purchase the land next door (the Odd Fellows Hall). Cinder blocks was the material proposed to be used, and a major objective was to eliminate the parking problem during the church services. They noted that they ultimately planned to tear down the Odd Fellows Hall building and the Council noted that a permit would be required to do so. After some discussion, the vote was tabled ~~to~~ until the next meeting.

*in accordance with Restoration Ordinance*  
A letter from Romans Skujins to the Council making suggestions was read and the following discussion took place (letter attached to these minutes.)

1. Buckley Field--The future for this ball park was discussed and the Council requested that Carl Mullins be requested to make a presentation to explain what was intended specifically about night games, additional structures, light poles, etc. Romans Skujins was to talk to Carl Mullins.
2. Buckley Store-- The structural soundness of the building was of concern to Councilman Skujins and some citizens, and after some discussion with the owner, David Bean, and others those present appeared satisfied.
3. Dave Bean House on Chapel Road--Councilman Skujins noted a porch had been added without prior approval of the Town Council (it did not show up on his previous plans submitted to the Council). Mayor Waters noted that she had inspected the porch, that it basically complied with the intent of the submitted plans, and that she had approved the addition pursuant to Section 1-1 of the Restoration Ordinance.

David Bean advised the Council that his resignation would be effective upon the arrival or installation of the new Town Council members.

After some discussion, the Council requested the Mayor to write a letter to the Highway Department asking if they could provide for a ditch with improved drainage from the Firehouse along Chapel St. to Pendleton St. and then across and under the road, so that stagnant water would not sit in this public access area.

Dave Smith presented an invoice from Designworks for work on the Town Office Building for \$4342.50. The restoration committee had reviewed and approved the invoice for payment, whereupon the Council approved payment.

#  
3752.10

Designworks also submitted a request for approval for additional work and an increase in the amount of their contract because the County required some additional work not previously contemplated. A portion of the work request was rejected, but the request was approved otherwise for an amount not to exceed \$350.

An additional discussion on porch roofs and the building's main roof took place with various suggestions on how to proceed, and the Council tabled the matter indicating it would await a formal recommendation by the Restoration Committee.


The Council voted that the color of the building when painted should be white.

No other business being presented to the Council, it was unanimously decided to adjourn.

Respectfully Submitted,



Willard Bernardin  
Town Clerk

  
Phyllis Waters, Mayor

Balance on hand July 3, 1974

\$ 2264.10

Income

Town tax (1/2 yr)	5.00
Cig. tax (6-28-74)	79.87
Sales tax - April	174.00
Sales tax - May	<u>174.00</u>
Total Income	432.87

2696.97

all in check spent for  
repaving T/O Bldg.

490.00

3186.97

Expenses

Designworks - T/O Bldg.	590.40
County of Fairfax - T/O Bldg.	90.00
Diane Smith - Town Treasurer 1/2 year	60.00
Bill Bernardin - Town Clerk 1/2 year	60.00

Natl. Bank of Fairport  
(mortgage payment) 67.42

Total Expense 867.82

Balance on hand 8-6-74 2319.15

Revenue Sharing Fund Account  
Balance 7-2-74 1285.00  
Income 154.00  
Balance 8-6-74 1439.00

Suburban Savings

Acct. 3938.94  
Certificate 6162.59

Mary Diane Smith  
Town Treasurer



EXISTING HOUSE

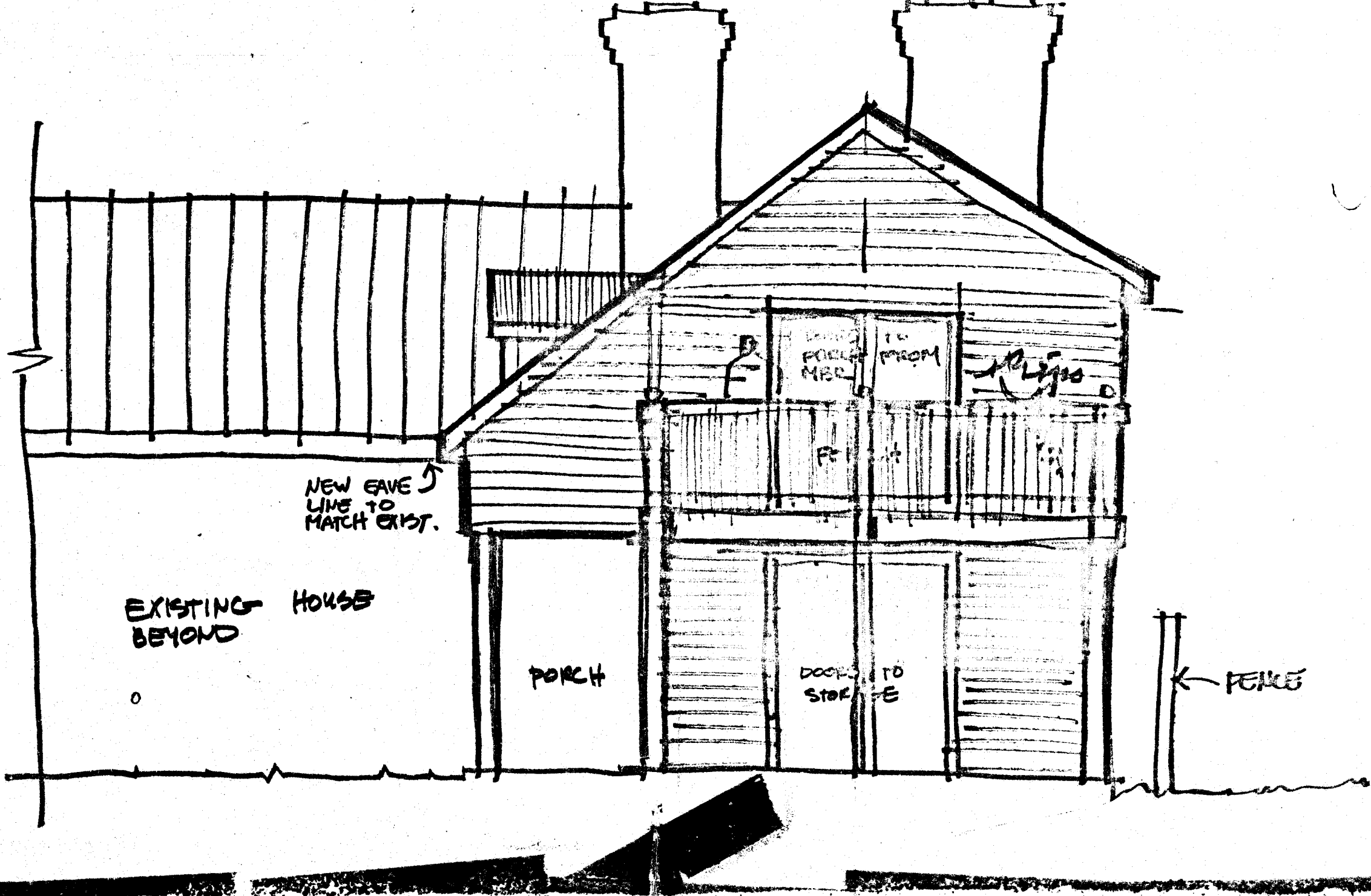
COVERED ENTRY

PORCH

VIEW FROM MAIN STREET

SCALE: 1/4" = 1'-0"

Presented to Town Council  
 8/6/74 by S. Worsham  
 as amendment to previous submission  
 Approved as presented & noted that  
 still to be frame in roof, & raised  
 current house by Council at end  
 of 8/6/74  
 Phyllis Barber  
 Town Clerk



VIEW FROM LONGERBEAM'S  
VIEW FROM LONGERBEAM'S

Presented to Town Council at 8/6/74  
 as amendment to previous plans by S. Worsham.  
 Approved at meeting of 8/6/74 by Town  
 Council:

Willard Bernardi  
 Phillip B. ...  
 ...  
 MAM



P.O. Box 111  
Clifton, Va. 22024  
26 July 1974

Mayor  
Town of Clifton  
Clifton, Virginia 22024

Dear Mayor Waters,

Described herein are three items affecting the welfare of the residents of Clifton that I feel should be brought before the Council for discussion and action:

1. The use of Buckley's Field as a public ball park.
2. The structural integrity of the Buckley's Store upon completion.
3. The construction of an additional porch on Mr. Bean's house on Chapel Street without a permit.

I shall elaborate on each as follows:

The Buckley Field, in accordance with the Zoning Ordinance, the Town of Clifton, Virginia, Enacted 6 March 1956, is located in a residential district. A public ball field is not a use allowed by the "Use Regulations" of Section III of the ordinance. Furthermore, the Council has not received or had not acted upon a variance for that land use. Therefore, it is our duty as the Town Council to take the necessary actions to either require a use variance or to disallow the use of the land as a public ballfield. I want to make it clear that I favor the continuation of the present use but only after a hearing has been conducted and the Townspeople have had a chance to voice their opinions. Therefore, I am asking (1) that a hearing be conducted on the continued use of the Buckley Field as a public ball park and to determine what use regulations are necessary to protect the peace and welfare of the residents of Clifton, (2) that a variance for the continued use of the land as a public ball park be submitted to the Council for action.

The Buckley Store renovation has been proceeding and the looks of the building has improved. However, I am concerned that the building is still listing and that no attempt has been made to correct this condition. I am concerned for two reasons: (1) the appearance, and (2) the structural integrity. Therefore, I propose that the Council require the owners to straighten the building before occupancy. Furthermore, I propose that the Council specifically request the Fairfax County Department of Building Permits, in writing, to insure that the building is structurally sound prior to issuance of an occupancy permit.

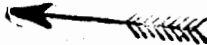
Mr. Bean's plans for the construction of his home on Chapel Street did not show a side porch which was erected recently without a permit. I advised you, the Mayor, on the day of construction, that such a porch was being built. Is the porch closer than 10 feet to the adjoining property line? Has the porch been properly inspected by a building inspector? Why wasn't a permit required? I, as well as the citizens of Clifton, would like to have an answer for these questions.

I was elected by the people of Clifton to do a job, and I took an oath to enforce the laws of the Town. Therefore, I feel that it is my duty as a Councilman to demand action by the Council on the above items.

Very truly yours,

Romans Skujins  
Councilman

cc: W. Bernardin, Town Clerk



DESIGNWORKS

James J. Ericko  
Richard B. Huffman

Date: August 1, 1974

Project : Restoration of the Clifton Town Office

Payment Request No. 2 for period July 1, 1974 - July 31, 1974

ITEM	VALUE	% COMPLETE	PAYMENT REQUESTED	AMOUNT REMAINING
General Conditions	500	80	400	100
Demolition	300	100	300	--
Masonry	500	97	485	15
Carpentry	3,685	70	2,580	1,105
Doors, Windows, Glazing	1,500	--	--	1,500
Concrete	1,060	100	1,060	--
Painting	450	--	--	450
<hr/>				
Totals	7,995		4,825	3,170

Total Amount Requested	4,825.00
Less Retainage (10%)	482.50
<hr/>	
Sub-total	4,342.50
Less Previous Payments	590.40
<hr/>	
Total Amount Due	3,752.10

Submitted by:

Richard B. Huffman  
Richard B. Huffman

Recommend Approval :  
C. De Smet  
M.A. Smith  
W. P. [Signature]

DESIGNWORKS

James J. Hricko  
Richard B. Huffman

August 1, 1974

Clifton Town Council Restoration Committee  
Town of Clifton  
Virginia 22024

Re: Restoration of the Clifton Town Office

Change order proposal no. 1

Gentlemen:

Per your request, we submit herein our cost breakdown for the additional work required by the Fairfax County Building Department as originally presented in our letter of July 1, 1974.

Materials:

Additional 2 x 4 stud framing to enclose the stair as shown on the drawings approved by the Building Department	33.00	
One (1) additional wood door and frame	50.00	
Two (2) approved door closers	<del>50.00</del>	
Additional finish hardware for one (1) door	26.00	
Rough hardware	5.00	
One (1) additional 2 x 6 handrail	<del>13.00</del>	
Total		177.00 117.00
<u>Labor:</u>		
<del>2 men - 1 1/2 days</del> 2 HOURS		<del>180.00</del> 157.50

Sub-total of direct costs	<del>357.00</del>	281.50	
Overhead (5%)	<del>18.00</del>	14.00	
	<hr/>	<hr/>	
Sub-total	<del>375.00</del>	295.50	
Fee (10%)	<del>30.00</del>	30.00	
	<hr/>	<hr/>	
Total	413.00	325.50	RBH
	63.00 -		
	<hr/>		
	350.00		

Should this proposal not be accepted, we shall complete our work as shown on the original contract drawings.

If approved, please have an authorized representative sign below, and return to our office. Acceptance of this proposal will constitute our authorization to proceed with the work.

Very truly yours,

Accepted by:

*Richard B. Huffman*

Richard B. Huffman

*Phyllis B. Waters*

for the Town of Clifton

355.25

Extra

CLIFTON TOWN COUNCIL MEETING

Minutes - Tuesday, September 3, 1974

The meeting of the Clifton Town Council was called to order on Tuesday, September 3rd, with the following Council members present: Councilwoman Fairfax, Councilmen McIntyre, Nickum and Smith, and Mayor Waters. Mayor Waters introduced the council members to the 12 town residents and 3 visitors present.

The minutes of the August meeting were read and approved as amended. The Treasurer's Report was approved as read.

Phyllis presented the list of bills to be paid - all were approved for payment. Wayne abstained from approval of payment for the bill owed to him.

Old Business:

1. Phyllis appointed the following town residents to the Planning Commission:

- Jim Hricko, Chairman
- Bob Achor
- Hugh Boyles
- Carl Mullins
- Will Bernardin (who indicated his willingness, but that he couldn't give much time to the commission, if appointed)

After some discussion, a motion to ratify these appointments was made and seconded. Motion carried.

Mac said that he had been informed by Mr. Flynn of the County's Planning Commission that the Clifton Town Council and the Town Planning Commission should hold a joint public hearing. This information has been passed on to Jim Hricko.

2. Baptist Church request for zoning changes

Mac requested that a copy of their plans be presented the Council when they (plans) are ready. It was moved that the plans be approved subject to the purchase of the adjoining property and the approval of the plans by the County. Motion carried.

3. Bill from Designworks for Town Office Building

Dave Smith explained that most of the work had been completed on time, although not all. The two major additions to the original bill are these:

- a. Roof over side stoop - \$325.50
- b. Tin roof on rear, repair and paint existing roof - 550.00

He moved that these two items be added to the original billing. Motion passed.

4. Restoration Statement from Designworks for Town Office Building

Total amount just under \$3,000, with \$1,300 remaining to be paid. Doors, windows and glass must be installed. Wayne moved that we pay the amount of \$2939.40, as requested by Designworks, final payment to be made upon <sup>unanimous</sup> written recommendation of the Restoration Committee. Motion carried, 4-1. (Mac's negative vote.)



In connection with the work being done on the Town Office Building, Dave asked if the contractors can save the sales taxes on materials being purchased for the building. He indicated that he believed these savings should be passed on to the Town.

6. Re: Rome Skujins' letter to Council

With regard to the future use of the Buckley Field, Romans Skujins has not yet gotten in touch with Carl Mullins. She added that at least informally, Carl indicated to her that they have no plans for installing lights at the field, and are not planning night games. The snow fence has come down and goal posts have been installed. It was suggested that the SYA make a formal presentation to the Council as to future SYA plans. Phyllis will ask Carl to do this at the October meeting.

New Business:

1. Phyllis announced two appointments: Mrs. Robert Achor, Town Clerk  
Mrs. Hugh Boyle, Town Treasurer

It was moved that the Clerk take office immediately, the Treasurer to take office as soon as the transfer of duties can be made. Motion carried.

2. The appointments of the Town Attorney and Town Sargeant were tabled.

3. Resolution re: Gas Line

Wayne proposed a resolution regarding the proposal of the Columbia Natural Gas Company to lay pipes in or through the Town. Resolution approved. See attached. Copies of the resolution are to be sent to Jack Herrity, the County executive, and the County Planning Commission with cover letters, and instructions to Herrity and the Planning Commission that copies of the resolution be distributed to the members of the Board of Supervisors and the members of the Commission. *Public meeting, Sept. 19, Massey Bldg.*

4. Ordinance for Cigarette Tax

It will be necessary to propose a new ordinance for the collection of the cigarette taxes, so that the money received directly from the tax board will be legal.

5. Agenda Cut-off Date

As stated in the Bylaws of October 4, 1967, all persons and organizations wishing to present matters to the Council are requested to present their ideas to any member of the Council or to the Town Clerk 15 days in advance of the Council meeting. The Bylaws will be posted in the Clifton Store and the Post Office. Agendas for future meetings will be posted 10 days in advance of the meetings. These minutes hereby reaffirm the Council's intention to abide by this Bylaw requirement.

6. The new Treasurer will be preparing a new budget for the Town.

7. Representatives from the Mt. Vernon area mental health facility have been invited to the October meeting to present their ideas re: establishing a location in the Clifton area.

8. Areas of responsibility, such as Police & Fire Care, Streets and Roads, Sanitation and Sewage, and Health and Welfare will be assigned to different Council members.

Other areas which citizens would like to see covered should be brought to the attention of any member of the Council.

9. Dave Smith requested a status report from the Industrial Authority, to be presented at the October meeting.

10. Council is inquiring of the Roads Commission re: the feasibility of installing speed bumps on the main thruways in the town.

11. Council has sent a letter to the Highway Department on the open sewer line. No reply has been received.

A motion to adjourn was passed unanimously.

Respectfully submitted,

Louise F. Achor, Clerk

1119

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A motion to adjourn was passed unanimously.

Respectfully submitted,

*Approved: Phyllis Waters  
Mayor*

Louise F. Achor, Clerk

Pinky

Attached are several items which I believe should be on the agenda for the October meeting. ~~generally as follows~~  
Also I would suggest other subjects.

1. Industrial Development Authority
2. Fire Prevention in Clifton -- request for report from Volunteer Fire Dept.
3. Dave Bean Historic Bldg. Request
4. Dave Bean temporary occupancy request.
5. Zoning, restoration and use permit applications (I will make a presentation)
6. Bank Resolutions

As a note, I should say we are out of regular Town Tags. There are a couple of possibilities on what to do, but perhaps the Council or the Mayor should make that decision.

Cheers

Will Bernardin





THE TOWN OF  
**Clifton**

CLIFTON, VIRGINIA 22024

September 3, 1974

The Town Council of Clifton, Virginia, has considered the proposed placement of a 36" natural gas pipeline by the Columbia LNG Company. We understand that there is a high probability that Columbia may place the pipeline within the corporate limits of the Town. In light of the above, the Council requests that the Planning Commission and Board of Supervisors of Fairfax County, Virginia, support the placement of the pipeline paralleling the south side of the existing Veeco electrical power corridor for the following reasons:

- a. the physical impact on the Town, which is only one quarter square mile in size;
- b. the safety factor and impact on the Town, which has approximately 200 residents, versus the sparse population density on the south side of the utility corridor; and
- c. the historical and architectural considerations of the Town.

The Town is extremely concerned with the present corridor expansion plans, as well as possible future expansions. The corridor now contains two 500 kv and two 230 kv electrical lines and a natural gas pipeline. Plans indicate that in addition to the above-mentioned proposed natural gas pipeline, Veeco indicates up to ten additional electrical power lines, consisting of four 500 kv and six 230 kv lines may be built by 1983. We believe that some size limits should be placed on this corridor, as well as feeder lines, which may crisscross the countryside in and around the Town.

The above positions were adopted by resolution of the Clifton Town Council on September 3, 1974.

cc to Jack Herrity and the Board of Supervisors  
Robert W. Wilson, County Executive  
Director, Planning Commission, and members of the Commission  
Mr. Gurski, Springfield Dist. Rep. on Planning Commission

**MAYOR**

Phyllis B. Waters

**COUNCIL MEMBERS**

Woodrow W. Caples • Richard F. Chronister • Nellie M. Fairfax • M.F. McIntyre • Romans Skujins

**TOWN ATTORNEY**

David H.N. Bean

**TOWN CLERK**

Willard Bernardin

**TREASURER**

Mary Diane Smith

Motion 34

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- a. the physical impact on the Town which is only one quarter square mile in size;
- b. the safety factor and impact on the Town with approximately 200 residents, versus the sparse population density on the south side of the utility corridor; and
- c. the historical and architectural considerations of the Town.

The Town is extremely concerned with the present corridor expansion plans as well as possible future expansions. The corridor now contains two 500 kv and two 230 kv electrical lines and a natural gas pipeline. Plans indicate that in addition to the above mentioned proposed natural gas pipeline, Vepco indicates up to ~~10~~ ten additional electric power lines, consisting of four 500 kv and six 230 kv lines may be built by 1983. We believe that some size limits <sup>should</sup> be placed on this corridor, as well as feeder lines which may crisscross the country side in and around the Town.

The above positions have been adopted by resolution of the Town Council on September 3, 1974.

Copies of the above resolution should be sent to the Planning Commission and Board of Supervisors of Fairfax City in addition to the Fairfax City Executive.

cc to Herrity -

Cover letter to Herrity - 9 copies to Bd of Sup  
Planning Commission Director

Cover letters copy to Wilson -  
Spl'd Rep -

Cover letter to Gurski on Planning  
Commission  
Please provide copies  
to members of Commission

~~Resolved~~

Resolved, that

newly

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- a. the physical impact on the Town which is only one quarter square mile in size;
- b. the safety factor and impact on the Town with approximately 200 residents, versus the sparse population density on the south side of the utility corridor; and
- c. the historical and architectural considerations of the Town.

and Further Resolved, that the Town Council hereby requests the Planning Comm + Bd. of Supers of FFx Cty to support the same.

The Town is extremely concerned with the present corridor expansion plans as well as possible future expansions. The corridor now contains two 500 kv and two 230 kv electrical lines and a natural gas pipeline. Plans indicate that in addition to the above mentioned proposed natural gas pipeline, Vepco indicates up to ~~10~~ ten additional electric power lines, consisting of four 500 kv and six 230 kv lines may be built by 1983. We believe that some size limits be placed on this corridor, as well as feeder lines which may crisscross the country side in and around the Town.

The above positions have been adopted by resolution of the Town Council on September 3, 1974.

Copies of the above resolution should be sent to the Planning Commission and Board of Supervisors of Fairfax Cty in addition to the Fairfax Cty Executive.

8-20-74

Councilman

The attached resolution is presented for your consideration at the Town Council meeting scheduled on 9-3-74.

W. Nickum

# Fire Protection Poor In 17 Developments

By Jane Sims  
Journal Staff Writer

Hundreds of homeowners in Clifton, Great Falls, Vienna and Reston have virtually no assurance of fire protection because of inadequate water supplies, Fairfax County Fire and Rescue Services Chief George Alexander warned this week.

In the past two years, 17 subdivisions have been constructed in developing areas of the county where existing water supplies could run dry if a blaze started in the development, said Alexander.

And Alexander revealed that at least a half-dozen fire hydrants in the county "don't connect to a damn thing." But developers installed the hydrants in advance before the Fairfax Water Authority connected them to the water system.

"We've had fire trucks pull up and connect to these hydrants and nothing happened," said Alexander. "Something's got to be changed. Particularly in areas where there are inadequate water supplies — we are reverting back to the way that firefighting was 25 years ago."

County ordinances on the books now only require developers to provide plentiful water supplies for homes built on less than one-half acre of land. And with the sewer moratorium restricting construction on sewered land, many developers have turned to septic tanks and central water storage wells with only enough water for domestic — not firefighting — needs.

In one case, firefighters rushed to the scene of a burning \$80,000 home in Great Falls and hooked up their lines to a water main that ran dry within four minutes. As a re-

sult, the home was severely damaged.

When firemen were called to the scene of a recent Clifton home fire, Alexander says they were forced to connect water lines at a nearby swimming pool. And in Dranesville, an exclusive home suffered \$20,000 in damage because firemen had to lay lines to nearby creeks and swimming pools.

"The fire department is extremely handicapped without adequate water supplies," Alexander told the Board of Supervisors Monday. "A fire company without a water supply is like a fireman without an arm. And many of these subdivisions have only a 2,000 to 3,000 gallon domestic water storage capacity."

County executive Robert Wilson ordered Alexander and other county officials to draft an ordinance proposal to require developers to provide central well systems with fire protection capacity. The Board of Supervisors voted to take action on the proposal within six weeks.

Under the proposed ordinance all new subdivisions of one-half acre densities or greater would be required to have a public water supply. In special hardship cases the county executive would waive this requirement.

At a public hearing Monday on the proposal, Orlo Paciulli, of the county engineering standards review committee, maintained that this requirement would cost developers \$700 a lot to provide additional water storage. He said this would be "a tremendous economic burden on many."

Wayne Carson, a consulting fire engineer representing the Virginia Society of Professional Engineers, said, "The water supply to homes has little effect on the lifesaving of people in these single family developments." He said that the cost of fire insurance for a \$40,000 home would drop by only \$15 a year if larger water supplies were added.

Even if the supervisors approve the ordinance amendments, Centreville Supervisor Martha Pennino pointed out that it would not have any effect on single family homes already constructed where there are inadequate water supplies. She said, "What's going to happen when these people's lifesavings go up in smoke?"

Balance on hand Sept. 3-74 \$ 2237.30

Income

Cigarette Tax (check dated 7-30-74)

97.94  
 97.94

Total

Expenses

Disbursements - Union State Bank

2935.40

Interest Remitting Union Bank

20.00

State Smith - Union Treasurer

20.00

Program for Bridge moving program

40.00

State National - Oklahoma State Bank

3.10

State Bank of Fort - Bridge program

67.42

State Treasurer - Revenue Sharing Allocation

28.35

Total expenses 3118.27

Balance on hand Oct. 1, 1974 \$ 216.97

Revenue Sharing Check Post Balance 1439.00

Suburban Savings.

Certificate            \$ 62,44.00

(Interest computed 9-30-74 not included  
in this balance)

Mary Anne Smith, Treasurer  
Town of Clifton



Agenda for Town Council Meeting

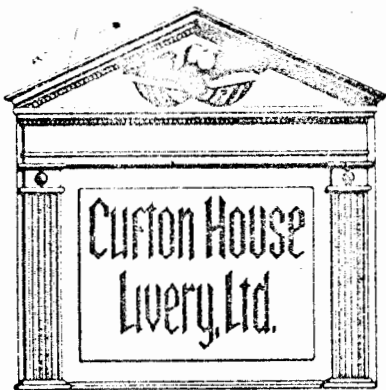
for

Tuesday, October 1, 1974

(Not necessarily in this order)

1. Minutes
2. Treasurer's Report
3. ~~Request from contractor for Ivan Elgin's house~~
4. ~~Request from Baptist Church~~
5. Status Report - Industrial Authority on the Hospital
6. Appointment of Town Sergeant
7. ~~Appointment of Council members to cover responsibilities around Town~~
8. ~~Report on Town Office~~
9. ~~SYA report and discussion of future use of Buckley Field~~
10. ~~Proposal to establish Historic Zoning for Town~~
11. Proposed ordinance for Cigarette tax
12. ~~Proposed-ord Mt. Vernon area representatives re: mental health facility for Clifton area~~
13. ~~Payment of Bills~~
14. ~~Resolution to support Clifton Day + *Clear-up Day*~~
15. ~~Zoning and Restoration request from Smith/Nickum~~
16. ~~Temp. occupancy permit request from Bean for Old Post Office and Buckley Inn~~
17. Proposal to name Buckley Inn and Clifton Hotel as Historic Buildings
18. Presentation of Permit applications for: zoning  
restoration  
occupancy/use
19. ~~Re-order Town License Tags (we are out of them)~~
20. Compliance with Town License Law for automobiles
21. ~~Request to establish Petty Cash Fund~~
22. ~~Bank Signature resolutions~~
23. Fire Prevention in Clifton - request report from Volunteer Fire Dept.

POSTED Fri., September 20, 1974



CHAPEL ROAD  
CLIFTON, VA. 22024  
830-1488

November 8, 1974

Mr. William Bernardin  
Town Council  
7151 Main Street  
Clifton, Virginia 22024

Dear Will:

Present plans call for the opening December 1 of the Country Corner which will have gifts and antiques. The little shop will just occupy part of the floor space now used by Clifton House Livery. By copy of this letter, I am suggesting that Mrs. Mary Presta get in touch with you to discuss her plans for the shop.

Sincerely,

John M. Martin

cc: Mary Presta  
Louise Achor ✓

Clifton  
Letterhead

7151 Main St.  
Clifton, Va. 22024

October 29, 1974

Mr. John Martin  
Clifton House  
Chapel Road  
Clifton, Va.

Dear John:

I understand that another shop was recently set up in the livery. I believe it was open Clifton Day, but I didn't see it and am not clear what it is. Could you please provide me with some information on it so we can determine if action by the Town Council or Treasurer is required.

Thank you.

Very truly yours,

  
Willard Bernardin  
Town Council

copy: Louise Achor ✓

October 29, 1974

Dr. Louis Manarin  
State Archivist  
Virginia State Library  
Richmond, Virginia 23214

Dear Dr. Manarin:

We understand from Ian Betherton that you need official permission from the Town of Clifton, to copy the Town's records for the Fairfax City History Association.

Please consider this letter as your permission, and further, we wish you well in this project.

Sincerely yours,

Phyllis Waters, Mayor  
Town of Clifton

EW:la

September 5, 1974

Mr. Willard Bernardin  
The Town of Clifton  
Clifton, Virginia 22024

Dear Willard:

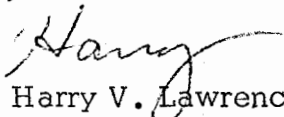
I apologize for the delay in answering your letter of August 29th. However, it seems the necessary people having the up-to-date information on the Clifton, Virginia project were out of pocket.

This morning I finally contacted Dr. Berberian. Dr. Berberian indicated that the project, as it stands, would exceed the \$5,000,000 limit which is required on this type of financing. He is planning to lease certain equipment for this project in order that the total amount of capital expenditures on the project would be reduced. About 2 months ago Dr. Berberian applied for a ruling from the Internal Revenue Service in order that this type of equipment leasing would meet the approval of the IRS. As yet we have not heard from the IRS. However an opinion from them sometimes takes between 2 and 6 months. We sincerely hope that this matter will be settled in the very near future.

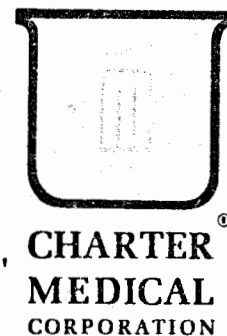
As soon as we have received IRS's opinion we will contact you immediately.

Sincerely yours,

J. C. BRADFORD & CO.

  
Harry V. Lawrence

HVL:lw  
CC: Mr. David Bean



September 11, 1974

Mr. Willard Bernardin  
Town Clerk  
Town of Clifton, Virginia  
Clifton, VA 22024

Dear Will:

I am in receipt of your letter of August 29 requesting an up-date on the current status report on Centreville Hospital.

On my return from my vacation about August 22 I spent the morning with Dr. Berberian and the architects. We reviewed the cost figures based on additional expensive cuts in certain locations in the hospital. Unfortunately the word back from the contractor and sub-contractors was that the deletions involved only had the affect of matching the inflationary increases since their original bid of May, 1974.

At that time I talked to the IRS in Washington concerning the requested tax ruling on the question of whether certain expenditures could be considered leasing operating expenditures rather than capital expenditures subject to the five million dollar rule.

The IRS at Dr. Berberian's request has considered this a hardship ruling request, and have moved it to the top of the pile. They expect to be able to issue an opinion about the end of September. However, in checking with Marvin Leiter the bond attorney in Chicago who prepared the format for the ruling, he is not optimistic on the IRS ruling and frankly, neither am I. We would need a substantial favorable ruling in order to get enough cost reductions to keep the figure below five million.

Charter has been paying the interest on the land loan the last several months to Atlanta National Real Estate Investment Trust in order to keep foreclosure from occurring on the land. In return for this we receive from Dr. Berberian and certain other key directors that at such a time as the five million dollar root was clearly not feasible, they would recommend to their stock holders that we turn the project into a non-profit corporation which would not be subject to the five million dollar limitation. I talked

Mr. Willard Bernardin  
September 11, 1974  
Page Two

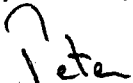
with David Bean about this approach and he felt that the town would be willing to work with a non-profit corporation just as readily as a for-profit corporation. That would the town really wants is a hospital and a participation and voice in the hospitals affairs.

Jim Thompson, the attorney for Centreville, Inc., has sent me a proposed method whereby the Certificate of Need problem could possibly be resolved in the transition from a profit corporation to a non-profit corporation. The problem in Virginia is that there is a state law prohibiting transfer of Certificate of Need. In this case what we have is an exemption which perhaps presents a different story. I have also asked Charter's attorney to summarize the problems and to comment on Jim Thompson's proposal. At this point I have no definite answer as to whether this non-profit root is feasible under the Virginia law prohibiting transfers of Certificate of Need. I should find out the answer to this in the next two weeks.

In the meantime we are waiting for the IRS ruling which at least theoretically would allow us to pursue our present course of action. Once we have received this ruling we will know for sure which method to go for.

I will stay in touch with Dave Bean on this and once things become clear look forward to having a meeting with you and the other members of the authority.

My best,



Peter C. Battin  
Vice President - Development

rnb

cc Murray Hatcher/J. C. Bradford





Dear Mayor Waters,

This note is to clarify or  
amend my part of Mr. Beans  
letter requesting Temporary  
occupancy for the Old Post Office.

I wish to be granted for  
a 90 period, temporary occupancy  
similar to the occupancy granted  
Antiques of Clifton. This period  
would start Oct 15, 1974 and then  
continuing!

I hope this clears the intent  
of the previous letter.

I will be selling antiques,

needlepoint, pottery, & crafts.  
I hope to have a cute  
shop which would be an  
asset to the town: as well  
as more business for  
present shops, due to the  
increase of businesses and  
more customers in our town.

Sincerely,

Suzanne W. Workman





Sept. 14, 1974

Town Council  
Town of Clifton, Virginia

Dear Ladies and Gentlemen:

I am requesting that the Town Council grant a temporary occupancy permit (assuming it may become necessary) for the occupancy of the "Buckley Store" and "Old Post Office", located at 7145 Main Street, to be effective for "Clifton Day" - October 13 (or Oct. 20th in event of rain on the 13th). The building will be structurally safe for occupancy at that time but may not have all the "finishing touches".

Unfortunately construction has not proceeded as fast as originally anticipated, due to factors beyond my control (recent rainy weather, material shortages, etc.)

Thank you for your consideration.

*David H.N. Bean*

David H.N. Bean

General Partner, Historic Clifton Associates, owner

*Per Town Council Meeting of October 2,  
Town Council would approve  
County issuance of a  
Temporary Occupancy permit  
as requested:*

*William Bernard  
M. J. [unclear]  
Julia [unclear]  
C. A. Smith  
Phyllis B. Waters*

# Memorandum

U.S. DEPARTMENT OF  
HOUSING AND URBAN DEVELOPMENT

TO : Mr. Theodore R. Robb, Regional Administrator

DATE: OCT 7 1974

ATTN : Mr. Walter Pierson  
Curtis Building  
6th & Walnut Streets  
Philadelphia, Pennsylvania 19106  
(215) 597-9581

IN REPLY REFER TO:

IFE

FROM : George K. Bernstein  
Federal Insurance Administration

SUBJECT: Designation of Consultation Coordination Officer

We are hereby designating Mr. Walter Pierson as the Consultation Coordination Officer (CCO) for a proposed Flood Insurance Study to be conducted in the community of Clifton, Fairfax County, Virginia.

As the CCO, he will be the primary contact for this study between the community and FIA. He will be responsible for seeing that, throughout the study, there is adequate consultation with the elected local officials of the Town of Clifton as required by Section 206 of the Flood Disaster Protection Act of 1973.

In carrying out these responsibilities he shall, unless instructed otherwise, follow the current edition of the FIA publication, "Procedures for Coordination with Local Officials for Flood Insurance Studies". A copy of this publication is attached.

  
Federal Insurance Administrator



**U. S.-DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

FEDERAL INSURANCE ADMINISTRATION

WASHINGTON, D. C. 20410

OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE, \$300



**EQUAL HOUSING  
OPPORTUNITY**

Town Clerk  
Town of Clifton  
Clifton, Virginia 22024

POSTAGE AND FEES PAID  
DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT  
HUD-401



E-18

44

October 4, 1974

Mr. Steve Ballard  
Clifton, Virginia 22024

Dear Mr. Ballard:

At it's regular meeting on October 1, 1974, you were appointed by unanimous vote to the position of Town Sergeant.

The members of the Council would like to meet with you to discuss the nature and extent of your duties, after which you will be given confirmation of your responsibilities by letter.

The members of the Council are deeply appreciative that you have been willing to accept this responsibility, and want you to know that you can count on them to back you up. We wish you the best possible success in this undertaking.

Sincerely yours,

Phyllis Baters  
Mayor, Clifton Town Council

PW:la

October 4, 1974

At its regular meeting on October 1, 1974, the Clifton Town Council resolved that it has no objection to the granting of a 90-day occupancy permit by the County to the Buckley Store and the Old Post Office, located at 7145 Main Street. The permit is to commence on October 13, 1974, or October 20, 1974, in the event of rain on the 13th.

Louise F. Achor  
Clerk, Clifton Town Council



Early American writers

Black / white

Bookley Ford  
died August 1st 1794

OLD POST OFFICE  
The little shop  
The B...  
customers, merchandise

Booker's  
from a pen to  
a flourish

Went to  
front upstairs  
front wall

Booker's

OK

11/1/94

Be it resolved by a unanimous vote of the Town Council, Clifton, Virginia, on October 1, 1974, that Delegate Thomas Jefferson Rothrock pursue a charter amendment for the Town of Clifton for the purpose of authorizing the Town to establish historic districts.

Such authority could be similar to that granted Vienna, Virginia, by the State Legislature during its last session, as follows:

"Authority to establish historic districts, notwithstanding any other provision of law, the town council may establish one or more historic districts for the purpose of promoting the general welfare, education and recreational pleasure of the public through the perpetuation of these general areas or individual structures and premises which have been officially designated by the town council as having historic or architectural significance. The establishment of historic districts shall be by amendment of the zoning ordinance and consistent with the purpose, criteria and procedures set forth in the Code of Virginia."

The historical research on the Town of Clifton, sponsored by the Fairfax County Planning Commission and being conducted by Mr. and Mrs. John Hubert, will provide the necessary documentation to support such districts.

Phyllis Waters  
Mayor, Clifton Town Council

October 16, 1974

Mr. Thomas Jefferson Rothrock  
P. O. Box 325  
Fairfax, Virginia 22030

Dear Tom:

Thank you for your interest in helping Clifton obtain authority to pass historical zoning ordinances. Since your April letter arrived just before Town elections, it was thought best to wait until a new Council took office in the fall before requesting a Charter change.

I am pleased to send along to you the enclosed resolution of the Town Council of Clifton, Virginia, passed unanimously at its October meeting, which requests such a change to our Charter. I hope it is not too late to allow you to introduce it at the next General Assembly.

If you have any questions concerning our action, I would be pleased to discuss them with you at an early date. I can be reached in the evenings at home at 631-1014, and we can make arrangements to meet with you if you wish.

Sincerely yours,

Phyllis Waters, Mayor  
Town of Clifton

PW:la

Enclosure



October 4, 1974

Mr. Steve Bellard  
Clifton, Virginia 22024

Dear Mr. Bellard,

At its regular meeting on October 1, 1974, you were appointed by unanimous vote to the position of Town Sergeant.

The members of the Council would like to meet with you to discuss the nature and extent of your duties, after which you will be given confirmation of your responsibilities by letter.

The members of the Council are deeply appreciative that you have been willing to accept this responsibility, and want you to know that you can count on them to back you up. We wish you the best possible success in this undertaking.

Sincerely yours,

Phyllis Waters  
Mayor, Clifton Town Council

PW:la



October 29, 1974

Dr. Louis Manarin  
State Archivist  
Virginia State Library  
Richmond, Virginia 23214

Dear Dr. Manarin:

We understand from Nan Wetherton that you need official permission from the Town of Clifton, to copy the Town's records for the Fairfax City History Association.

Please consider this letter as your permission, and further, we wish you well in this project.

Sincerely yours,

Phyllis Waters, Mayor  
Town of Clifton

PW:la

Nan Netherton  
would like for you to send  
letter to Dr. Louis Manarin.  
State Archivist  
Va. State Library  
Richmond, Va. 23219

Pinky

As clerk please give  
official permission to Dr.  
Manarin to copy the  
Clifton Town Records for  
Fairfax Cty History  
Association. They must  
have lost previous letter.

State Capital Insurance Company

HOME OFFICE: RALEIGH, NORTH CAROLINA  
SEE YOUR STATE CAPITAL LOCAL AGENT FOR SERVICE

7/3/74  
12-36

Sept. 14, 1974

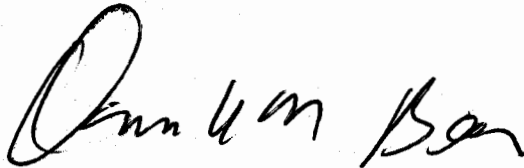
Town Council  
Town of Clifton, Virginia

Dear Ladies and Gentlemen:

I am requesting that the Town Council identify and classify the "Buckley Store" and "Old Post Office" as Historic Buildings.

Since it is my understanding that the County of Fairfax has already identified them as such; I think it would be appropriate that the Town of Clifton do likewise.

Thank you for your consideration.

A handwritten signature in cursive script that reads "David H.N. Bean". The signature is written in dark ink and is positioned to the right of the typed name.

David H.N. Bean

General Partner, Historic Clifton Associates, owner



Treasurer's Report Town of Clifton  
 Balance on hand Oct. 1, 1974 216.97

Income

Sales tax - July	151.82
City tax (8-30-74)	57.40
Transfer from Certificate	3000.00
Sales tax - August	<u>142.29</u>
Total	3351.51

3568.48

Expenses

H. K. Davis - roofing Town Office	550.00
Drainworks	1263.60
1st. General Insurance Agency - insurance P/O.	38.00
King's Trash Service - July, August, Sept.	45.00
Phyllis B. Haters - voucher books	11.03
David Smith - phone calls & bids P/O.	2.65
Laurie F. Achon - petty cash fund	25.00
Meynor M <sup>c</sup> Intyre - mowing playground	<u>40.00</u>
Total	2075.28

Balance on hand 11-5-74 1493.20

Revenue Sharing Fund Acct. Balance \$ 1648.20  
 (includes payment for 1st. quarter of Entitlement pd. #5)  
 Suburban Savings - Certificate \$ 3244.00  
 Mary Diane Smith

October 4, 1974

At its regular meeting on October 1, 1974, the Clifton Town Council resolved that it has no objection to the granting of a 90-day occupancy permit by the County to the Buckley Store and the Old Post Office, located at 7145 Main Street. The permit is to commence on October 13, 1974, or October 20, 1974, in the event of rain on the 13th.

Louise F. Ashor  
Clerk, Clifton Town Council.

CLIFTON TOWN COUNCIL MEETING

Minutes - Tuesday, October 1, 1974

The meeting of the Clifton Town Council was called to order on Tuesday, October 1, with the full Council in attendance, plus 21 town residents.

The minutes of the September meeting were read and approved. The Treasurer's Report was approved as read.

The following items from the agenda were covered:

1. Will gave a brief report on the progress of the Industrial Authority. He summarized two letters he had received from Charter Medical, and J. C. Bradford, in saying that Dr. Berbarian is now pursuing ways to re-finance the whole endeavor, and that they are awaiting a new ruling from the IRS on the matter. (Letter from Charter Medical attached.) (Also from J. C. Bradfo

The question was raised regarding Mack Hoffman's departure from Clifton, and his membership on the Industrial Authority. Will will write him, and then either the council or the authority will appoint a replacement, upon receipt of Mack's resignation.

2. The following Council members were given the following town responsibilities:

Police and Fire - McIntyre (Does not include the Town Sergeant)

Ordinances - McIntyre

Streets & Roads) - Fairfax  
Street Lights)  
Water Supply)

Health and Welfare - Smith  
(incl. Sanitation and Sewage)  
Finance - Smith

County Liaison - Bernardin

Rules, Bylaws & Charter Committee - McIntyre  
Nickum  
Bernardin

This list (attached) was approved as presented. Residents who have problems or questions regarding these various departments should direct their questions or complaints to the proper council member. The list of Council members and their responsibilities will be posted at the Clifton Store and the Post Office.

3. Steve Ballard was appointed as the new Town Sergeant. He will act as a liaison with the citizens in the town and the County Police. He will not carry a firearm and will not have the power to arrest. It was decided that he should be given a written clarification of his duties. It was suggested that he talk to the Chief of Police of the County regarding procedure. His appointment was by resolution. Carried. The Town Council will meet with him to spell out his duties, after which he will be given a letter from the Council, spell out his responsibilities. Copy of confirmation letter attached.

4. Phyllis read a letter from E. E. Hull, Department of Highways and Transportation, concerning the sewer problem in front of Pat Fairfax's. (Letter attached.) They will order



regrading of the culvert, and if that doesn't correct the sewage flow problem, they'll advise further action.

5. Payment of bills. It was moved that \$3,000 be transferred into the checking account. Motion carried. The following bills were approved for payment:

Trash service, \$45.00  
Voucher books, 11.03  
Tel. calls on  
roof bids 2.65  
McIntyre, mowing 40.00  
1st Gen'l Insur. 38.00

We will be receiving a billing for \$550.00 for the roof of the Town Hall, and we'll need approximately \$200.00 for town tags.

6. Report on the Town Office building. Dave reported that the work is finished and the Restoration Committee approved the payment of the \$550.00 to the roofer, and the balance of the money due Designworks. The payment of these two bills was approved by motion at the September Council meeting.

There is some additional repairwork which the Restoration recommends be done. The bill presented from Designworks for this work is in the amount of \$150.00. It was moved and approved that the work be done; and the Restoration Committee will inspect the work when finished, before approving payment of the bill.

Dave also reported that bids for electrical and plumbing work have been mailed out. He also indicated that as the Town doesn't have to pay the sales tax on materials previously purchased, the tax rebate will cover almost half of the estimate from Designworks.

#### 7. SYA Report

Carl Mullins reported on the use of the Buckley Field, which is limited at present to soccer, although it has been used for football and baseball. There are no plans to install lights or to hold night games.

8. Town Tags - After some discussion of alternatives, it was decided that we order 120 regular tags, plus 5 fire tags, for 1975. It was moved and approved. The Clerk will issue a registration card to post on a windshield for the remaining months of 1974.

9. Request for 90-day occupancy permit from Dave Bean for Buckley Store and the Old Post Office. It was decided the same type letter be issued from the Council as that given to Antiques of Clifton, stating that the Council has no objection to a 90-day occupancy permit being granted. A motion was made to this effect. Passed. Prior to the motion, Dave Bean indicated that he had adequate liability insurance. The 90 days will commence on Clifton Day, October 13, or the 20th, in the event of rain on the 13th. (Wayne abstained from voting on this, due to his share in the Buckley Inn.)

10. Request for approval of signs for the Buckley Store, Buckley Inn, and Old Post Office was deferred until Suzi Worsham could render a drawing.

11. Request for zoning variance from Nickum and Smith - both abstained from the voting on this request. It was finally moved that the variance be granted, following a lengthy discussion, and the vote resulted in a tie vote, 2-2 (Waters and Fairfax for, Bernardin and McIntyre against.) To break the tie, and only if it is not in violation of any state code Wayne changed his abstention to a yes vote, thus passing the measure. (However, as of October 2, pursuant to a telephone conversation with Wayne, the Clerk was instructed to change his vote, as it would violate a conflict of interest clause in a state code. There

Wayne's vote is negated, he abstained from the vote, and the measure is deadlocked in a 2-2 tie.)

12. Signs for the Buckley Store, Buckley Inn, and Old Post Office - upon presentation of a drawing, showing the general design of the proposed signs, it was moved that the signs be approved. The request for approval was passed, with a 4-1 vote (Mac's negative vote.)
13. There was a motion to support Clifton Day. It was passed.
14. October 12 was declared as an official Clean-up Day.
15. Proposal to establish Historic Zoning for the Town. Dave explained that he had been in touch with Delegate Rothrock, asking him what he could do to help us get our Charter changed in Richmond so that the Town might acquire the authority to designate historic buildings and zones within the Town. The Town of Vienna had their Charter changed at the last Virginia Legislative session, but we were too late to get ours changed. Dave propose a specific resolution, to be sent to Rothrock. Resolution attached. It was moved and approved that the resolution with an accompanying letter be sent to Rothrock. It was also suggested that a legislative attorney check on the authority of the resolution.
16. It was suggested that a Petty Cash Fund of \$25 be set up by the Treasurer for the incidental expenses incurred by the Clerk. A motion was passed to that effect.
17. It was moved and approved that the new signature cards include the new Town Treasurer signature.
18. Motion to adjourn - unanimously approved.

Respectfully submitted,

Louise F. Achor  
Clerk, Clifton Town Council

Approved:

*By-Laws Adopted by Clifton Town Council*

*At Regular Meeting on October 4, 1967*

- 1. Every meeting of the Town Council shall be open ( except as noted below ) and all Clifton residents and property owners are invited to be present and to express their views on any matter before the Council when called upon by the Mayor or any other member of the Council to do so after the Council members have expressed their views.*
- 2. "Executive sessions" of the Town Council may be held when the Council is planning to purchase certain real estate for the Town; when the Council is consulting with the Town Attorney on legal controversies in which the Town is involved; when the Council is considering the hiring, disciplining, or discharging of some individual.*
- 3. A Council member, including the Mayor, introducing a proposed resolution or ordinance must make a copy available to the Mayor and to each of the other members of the Council at least 15 days before the Council meeting at which it will be introduced.*
- 4. If any resident or property owner wishes a decision on some matter from the Town Council at the next scheduled meeting of the Town Council, the question should be submitted to the Town Clerk in writing at least 15 days before the meeting, so as to give the Council members the opportunity to collect relevant facts, check pertinent law, and give the matter careful consideration before the meeting.*

*Any question or proposal may be presented by any resident or property owner at any regularly-scheduled Council meeting, if the resident or property owner is willing to risk postponement of the decision until the next meeting of the Council while the Council members collect relevant facts, check pertinent law, and give the matter careful consideration.*
- 5. The agenda for each Council meeting must be made available to the Mayor and other members of the Town Council at least 10 days before the meeting, by the Town Clerk.*
- 6. Only by unanimous vote of all members of the Council, including the Mayor, that an emergency exists, may by-laws No. 3 or No. 5 be waived.*



7. Apart from items specifically appropriated for in the Budget adopted for the fiscal year, no payment shall be made from the Town Treasury except in liquidation of charges for services or supplies specifically contracted for ( including the amount of expenditure ) by resolution of a majority of the members of the Town Council in advance of the rendering of the services or the furnishing of the supplies.
8. The Town Council shall designate which of its members shall be responsible for proper performance in the Town of each of the following functions, respectively: police and fire protection; streets and roads; street lights; health and welfare; sanitation and sewerage; and water supply.
9. The Town Council shall establish a Rules, By-Laws, and Town Charter Committee and designate the membership thereof.
10. These by-laws may be amended by a majority vote of the members of the Council.

\*\*\*\*\*

AGENDA - TOWN COUNCIL MEETING

for

Tuesday, November 5, 1974

Unfinished Business: (Not necessarily in this order)

1. Proposed Ordinance for Cigarette Tax
2. Zoning and Restoration request from Nickum and Smith
3. Proposal to name Buckley Inn & Clifton Hotel as Historic Buildings
4. Presentation of Permit applications for: zoning; restoration; occupancy/use
5. Compliance with Town license law for automobiles
6. Fire Prevention in Clifton - request report from Volunteer Fire Department

New Business: (Not necessarily in this order)

7. Discussion of enforcement of noise ordinance
8. Request for street light between Buckley Inn and tracks - Fairfax
9. Mr. Yountz, PTA President, request town and council support for future addition of gym at school
10. Request from Nickum for:
  - a. List of town officials' names, addresses, telephone numbers, and designated duties
  - b. List of town committees, denoting members and chairman, with latter's tel. no. and address
  - c. List of Board of Zoning Appeal members and chairman, with latter's tel. no. and address
  - d. List of Planning Commission members and chairman, with latter's tel. no. and address
  - e. Method of conducting meetings, such as Robert's rules of Order

① Town  
Attny  
② Planning Comm  
re: ~~Buckley~~  
Hotel  
Re zoning

Posted Tuesday, October 29, at Store and Post Office

CLIFTON TOWN COUNCIL MEETING

Minutes - Tuesday, November 5, 1974

The meeting of the Clifton Town Council was called to order on Tuesday, November 5, 1974, with the full Council in attendance, plus 8 townspeople and a visitor.

The minutes were read and approved as corrected.

The following bills were approved for payment:

McIntyre, mowing	\$20.00
Designworks, bal.	64.00
Smith, Diane (Tres.)	10.00
House pmt.	67.42

Unfinished business:

1. Still no word from the State on the proposed ordinance for the cigarette tax.
2. Smith-Nickum request for zoning variance: An additional letter from Nickum and Smith was read to the Council. Much discussion followed, during which it was indicated that we have no current Board of Zoning Appeals. As the vote from the last meeting was deadlocked in a tie, the vote was taken again, and Dave Smith cast the tie-breaking vote to pass the request. Request approved. (No's: Mac, Will)
3. Proposal to name Buckley Inn and Old Post Office as historic buildings: Motion to disapprove Bean's request. Motion passed. (1 abstention)  
  
Mac moved that the Council hold in abeyance any designation of historic buildings or areas until we hear from the state legislature on our charter change. Motion passed, 4-2.
4. Will presented permits to be issued for zoning variances and use applications. It was moved that the items be considered separately. Passed.
  - a. Mac moved that the application for Certificate of Appropriateness be approved. Passed. It was further resolved that the effective date for issuing these certificates of appropriateness be November 6th. Motion passed.
  - b. It was moved that the Zoning Variance be referred to the Board of Zoning Appeals. Motion passed.
5. George Yountz was introduced. He requested support from the Council for a gym to be added to Clifton School. After some discussion, the Council recommended that a letter of endorsement be sent to the Board of Supervisors. Mr. Yountz will provide the Council with an appropriate letter.
6. Treasurer's Report: Bal. on hand was \$1,493.20. Approved as read. (Attached.)
7. Compliance with Town License Law: One resident paid for his tag with a bad check, upon which he still has not made good. He is to notified that if he doesn't honor this overdue fee, the matter will be turned over to the County Police. One other resident has not yet purchased town tags. Letters shall be sent to Artz and Edwards (who hasn't bought tags).
8. ~~Fire prevention in Clifton: Joe Revard will be at the December Council meeting to discuss this matter.~~



8. Fire prevention in Clifton: Joe Revard will be at the December Council meeting to discuss this matter.

New Business:

1. A letter will be sent to State Senator Waddell, along with a copy of the Council resolution regarding Council's request for Charter changes, empowering Council to designate historic areas and/or buildings within the town.

2. Wise Kelly III was introduced to the Council. It was moved that he be appointed Town Attorney, commencing Tuesday, November 5, with a retainer fee of \$100 paid in advance. Motion approved.

3. Discussion of noise ordinance: Mac will report on it at the December meeting.

4. Request for street light at grade crossing: a letter will be sent to Prince William Electric Company to request this new light.

5. Nickum request to discuss method of conducting meetings: carried over to December meeting.

6. Dave Smith reported on a call he had received from the Park Authority regarding 8 acres of Randolph Buckley's land for a possible park. The Park Authority prepared a drawing, illustrating how this land could be utilized. There is no commitment on the Town's part. Discussion will be continued at the December meeting. Dave stated that there would be no widening of Chapel Road.

7. Request from Barrett: request presented to Council - addition to house on Cold Point Road.

8. Motion to adjourn - passed!

Respectfully submitted,

Louise F. Achor, Clerk

Approved: *Phyllis B. Waters*  
cc to Waters *12/8/74*

8 copies

AGENDA - TOWN COUNCIL MEETING

for

Tuesday, November 5, 1974

Unfinished Business: (Not necessarily in this order)

- 1. Proposed Ordinance for Cigarette Tax
- 2. Zoning and Restoration request from Nickum and Smith
- 3. Proposal to name Buckley <sup>you Old Post office</sup> Inn & Clifton Hotel as Historic Buildings
- 4. Presentation of Permit applications for: zoning; restoration; occupancy/use
- 5. Compliance with Town license law for automobiles
- 6. Fire Prevention in Clifton - request report from Volunteer Fire Department

New Business: (Not necessarily in this order)

- 7. Discussion of enforcement of noise ordinance
- 8. Request for street light between Buckley Inn and tracks - Fairfax
- 9. Mr. Yountz, PTA President, request town and council support for future addition of gym at school
- 10. Request from Nickum for:

- a. List of town officials' names, addresses, telephone numbers, and designated duties
- b. List of town committees, denoting members and chairman, with latter's tel. no. and address
- c. List of Board of Zoning Appeal members and chairman, with latter's tel. no. and address
- d. List of Planning Commission members and chairman, with latter's tel. no. and address
- e. Method of conducting meetings, such as Robert's Rules of Order

10 files

Posted Tuesday, October 29, at Store and Post Office

November 13, 1974

Senator Charles L. Waddell  
Senate Office Building  
Richmond, Virginia

Dear Senator Waddell:

We appreciated receiving your recent letters concerning our new Town Council elections and your offer to help us with any charter changes in the 1975 session of the General Assembly.

We have just sent to Representative Thomas Jefferson Rothrock a request to amend our Charter to permit historic zoning. This request is the result of earlier contacts this year with Representative Rothrock and meetings with the Virginia Landmarks Commission and the Fairfax County Planning Commission. A copy of our Town Council resolution concerning this request is enclosed for your information.

Representative Rothrock's office has informed us that the request has gone to Richmond, that there appear to be no problems at this time, and that a draft of the proposed change should be available soon.

Your offer to help is most timely, and we would greatly appreciate your support in the Senate on this amendment. Would it be possible for you to co-sponsor the bill?

Thanks again.

Sincerely yours,

Phyllis Waters, Mayor  
Clifton Town Council

FW:la

Enclosure

cc to Dave Smith



November 16, 1974

Prince William Electric Company  
Manassas, Virginia 22110

Gentleman:

The Town of Clifton would like to inquire about the possibility of having another street light installed in the town, on the south side of the Southern Railroad tracks, next to the grade crossing.

We would appreciate information as to what steps you can take to provide this light. Please direct your correspondence to the following member of the Town Council:

Mrs. Nellie Fairfax  
Clifton, Virginia 22024

Thank you.

Sincerely yours,

Phyllis Waters, Mayor  
Clifton Town Council

FW:la

cc to Fairfax

November 16, 1974

Mr. James Edwards  
Clifton, Virginia 22024

Dear Mr. Edwards:

According to our records, you have not yet purchased your town auto tags for the 1974 year.

As these tags were to have been displayed by April 15, 1974, you can see that you are seriously delinquent in this matter. Please contact our clerk, Mrs. Robert Achor, at 681-1081, to arrange to get your tags.

The Council has directed Mrs. Achor to turn over to the County Police those names of residents who have not complied with this licensing regulation. She will do so on December 1, 1974. Therefore, I hope you will clear up the matter promptly.

Sincerely yours,

Phyllis Waters, Mayor  
Clifton Town Council

PW:la

November 18, 1974

Mr. Harold H. Arts, Sr.  
Clifton, Virginia 22024

Dear Mr. Arts:

As you know, the check with which you paid for your Clifton automobile tags was returned by the bank.

When I spoke to you some time ago, you indicated that you would take care of the payment, but according to our Clerk's records, payment has never been made. This is now seriously overdue.

We would appreciate your prompt payment in cash of the delinquent amount of \$30.00. You should call our clerk, Mrs. Robert Asher, at 681-1081, to arrange to clear this up. She has been directed by the Council to turn this matter over to the County Police on December 1; however, we would certainly prefer that you make the payment now, to avoid such extreme action.

Sincerely yours,

Phyllis Waters, Mayor  
Clifton Town Council

FW:ia

Cash rec'd



Balance on hand 8-6-74

\$ 2319.15

### Income

additional sales tax May, 1974	3.26
Sales tax June, 1974	133.33
Town taxes	40.00
Clifton share ABC profits	642.00

Total 818.59

Transfer from savings 4013.28

Balance on hand before deposit ~~4837.87~~  
7,151.02

### Expenses

1st. General Insurance Agency (perovis)	4.83
King's Road Service	45.00
Hill Bernardin (perovis)	4.37
Mynor Mc Intyre (mowing playground)	40.00
Designworks	3752.10
National Bank of Fairport (mortgage)	69.42

3813.72

Balance on hand 9-3-74

~~\$ 918.75~~

\$ 3,237.30

Revenue Sharing Fund Balance

\$ 1439.00

\$ Suburban Savings:

Certificate 6244.00

Account:

0

~~22~~



November 5, 1974

Clifton Town Council Restoration Committee  
Clifton  
Virginia 22024

Re: Restoration of the Clifton Town Office; billing for work performed

Change order no. 3 as approved by Town Council 10/1/74	\$150.00
Reimbursement for printing expenses (10 blueprints requested by Mr. Smith)	5.76
	<hr/>
Sub-total	\$155.76
Less credit for federal tax exemption	91.76
	<hr/>
TOTAL AMOUNT DUE	\$ 64.00

Richard B. Huffman  
Richard B. Huffman

*Recommended Payment:*  
*D. O. a Smith*  
*M. J. McJ...*





THE TOWN OF  
**Clifton**

CLIFTON, VIRGINIA 22024

Dave

My Proposal for  
Council Assignments

- does not incl. Town Sergeant
- Police + Fire - McIntyre
  - Streets + Roads - } ~~Smith~~ Fairfax
  - Street Lights - } Nickum
  - Health + Welfare - Smith
  - Sanitation + Sewage - Fairfax
  - Ordinances - McIntyre
  - County Liason - Bernardin
  - Water Supply - Fairfax
  - Finance - Smith ←
- Rules, Bylaws + Charter Committee - McIntyre  
Nickum  
Bernardin

Will Bernardin  
9/30/74

**MAYOR**  
Phyllis B. Waters

**COUNCIL MEMBERS**  
Woodrow W. Caples • Richard F. Chronister • Nellie M. Fairfax • M.F. McIntyre • Romans Skujins

**TOWN ATTORNEY**  
David H.N. Bean

**TOWN CLERK**  
Willard Bernardin

**TREASURER**  
Mary Diane Smith

12721 Chestnut Street  
Clifton, Virginia  
November 4, 1974

To; The Mayor and Town Council  
Town Of Clifton, Virginia

From; Emmett M. and Ellen C. Barrett  
Property Owners

Re; Approval for addition to house at 7028 Cold Point Road  
Clifton, Virginia

Request is hereby made to erect a fourteen by twenty feet addition to the aboved mentioned property. This property is in the southeast corner of the Town of Clifton. See attached map lot 48A.

The finished structure will be in conformity with existing structure. The out side finish will be ten inch siding with a shingle roof.

The Lot is 2.0605 acres. The setback line is two hundred thirty one feet from Cold Point Road.

Respectfully requested,

Emmett M. and Ellen C. Barrett  
Property Owners

Attached:

Map showing location of property in the Town (one copy)

Certified survey plates of two properties (two pages, One copy each)

Scale drawings (two) from two different views (three copies of each)

Approved at 1/7/75 Town Council Meeting for Zoning  
and Restoration Ordinances.  
M. J. M. [Signature]  
Jellie [Signature]  
O. O. [Signature]  
W. B. [Signature]

CLIFTON TOWN COUNCIL MEETING

Minutes - Tuesday, December 3, 1974

The meeting of the Clifton Town Council was called to order on Tuesday, December 3, 1974, with 2 absences (Bernardin and McIntyre), and several townspeople in attendance.

The minutes were read and accepted as read.

Old Business:

1. Cigarette Ordinance - Will was absent, so no discussion on this.
2. Fire Prevention in Clifton - Joe Revard reported that the fire department will inspect private premises upon request from the citizen. He said that there is adequate water in Pope's Head Creek to handle the needs of the town. *500-1000 gal. a min. in times of semi-drought.*
3. Noise Ordinance - Mac was absent, so this discussion was put off until January.
4. Discussion of conducting Council meetings *deferred to by-laws Comm.* ~~put off until January meeting.~~
5. Discussion of Park Authority plans for Clifton Park: Dave Smith read the minutes of the special meeting held at his house on November 26th. Dave will try to check on the legal status of the park land for the January meeting; and a public hearing shall be held later. It was strongly suggested that the Town retain complete authority over the Park.
6. Barrett Building permit - held over until January. (Barretts were absent.)

New Business:

1. Vepco - Vepco has deferred its plans until 1979.
2. Columbia Natural Gas - Wayne said the County is opposed to the Mason Neck development.
3. Virginia Estates Corp. - discussion put off until January meeting
4. Discussion re: completion of Fire House renovation. Dave Smith discussed the letter which he had drafted to go to Jack Herrity on this matter. Copies are to go to the Woman's Club and the Lions. Motion that the Town Council continue to aggressively continue to support the completion of the work on the fire hall. PASSED.
5. The motion to adjourn was seconded and passed.

Respectfully submitted,

*Louise F. Ashor*

Louise F. Ashor, Clerk  
Clifton Town Council

Approved:

Date:

COUNCIL  
Waters  
Bernardin  
Fairfax  
McIntyre  
Nickum  
Smith  
Achor  
Kelly  
Store  
Post Office

Agenda - Clifton Town Council

For

Tuesday, December 3, 1974

Old Business:

1. Cigarette Ordinance
2. Fire Prevention in Clifton
3. Discussion of Noise Ordinance - McIntyre
4. Discussion re: method of conducting Council meetings (i. e. Roberts Rules, etc.)
5. Discussion of Park Authority suggestion for possible park - Smith
6. Request for building permit - Barrett

New Business:

1. Report on Vepco - Nickum
2. Report on Columbia Nat. Gas plan - Bernardin
3. Virginia Estates Corporation's development off Clifton Creek Road - Bernardin
4. Discussion re: finishing the renovation of Fire Hall - Smith

Posted at Store and Post Office Tuesday, <sup>November</sup> ~~December~~ 26, 1974



December 3, 1974

TO: Clifton Town Council

SUBJECT: Report of the Clifton Park Committee

On 26 November 1974 a meeting of the Clifton Park Committee was held at the house of Mr. David Smith, 12801 Ford Lane, Clifton, Virginia.

Present were:

Mr. David Smith	Committee Chairman
Mr. Travis Worsham	Representing CBA
Mr. Hugh Boyles	Representing SYA
Mr. Torsten Rothman	Representing Chapel Street residents

The following recommendations are submitted for consideration by the Town Council.

a. The legal status of the land to be used for the park should be clarified. The necessary paperwork should be accomplished as soon as possible to permit development of the land as the Clifton Town Park.

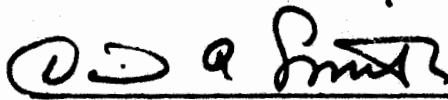
b. The Town Council should have an open public hearing on the use of the park. This meeting to be held no earlier than one month after the Park Committee report is submitted to the Council. The Committee report should be posted in the Town Post Office, Town Hall and the Clifton Store at least 15 days before the meeting.

c. It is the unanimous opinion of the Committee that the Town of Clifton would benefit from the use of this area as a town park subject to the following conditions:

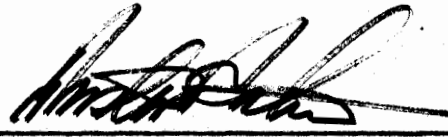
- (1) There will be no night time activities permitted and no lights provided for after dark athletic events.
- (2) Use of the park will be strictly limited to residents of Clifton and the immediate surrounding area.
- (3) Use of athletic fields will be limited to teams composed of Clifton area youngsters.
- (4) There is to be no widening of Chapel Street.
- (5) Chapel Street will be posted with appropriate traffic safety signs, such as "Speed Limit 10 MPH" and "Caution - Children at Play."
- (6) The central portion of the park (under the VEPCO easement) should be made into a multi-use area for team sports such as baseball, soccer and football.

- (7) A green belt to be maintained around the entire park.
- (8) Provisions to be made for sanitary facilities.
- (9) Clifton Town Council must approve all development, special uses, and have overall managerial authority over the park.
- (10) No motorized vehicles allowed within the park.
- (11) The Committee has no objection to the plan as submitted by the Fairfax County Park authority. It is suggested that various civic organizations e.g. Lions, CBA and SYA might want to develop various segments of the park. Any plans for such development, associated timetables etc must be approved by the Town Council. The Committee recommends that the Picnic Area and adjacent Apparatus Area be developed first to be followed by team sport area, tennis courts, etc.
- (12) Local police authorities should be asked to include the park in their routine patrol surveillance program. This, and the prohibition of night time use of the park should minimize security problems.

Respectfully submitted:



DAVID A. SMITH, Chairman



TORSTEN ROTHMAN, Recorder

December 10, 1974

Mr. Jack Herrity  
6623 Backlick Road  
Room 211  
Springfield, Virginia 22150

Dear Jack:

We have once again been in touch with Mr. J. Lambert, Chief of General Services, Fairfax County, concerning essential work still required on the upstairs of the Fire Station in Clifton. He advised us to write to you again, outlining the required work, the priorities we see, and what work can be done by organizations within the community.

We appreciate that the County exceeded its estimates to accomplish the basic work last year. However, these costs are significantly below those that would have been required to build a new, comparable facility. The Community Room is heavily used by residents and is the only such room in this part of the County.

The following list, in rough order of priority, is the work we believe should be done:

First Priority - to be done by the County

1. Close in ceiling over stage.
2. Adequate insulation of the community room (ceiling and storm windows).
3. Adequate heating system.
4. Safety repairs to the kitchen - as already planned by the County but not yet accomplished.
5. Doors on bathroom compartments.

Second Priority - to be done by the Community

1. Install secure cupboards in Storage Room.
2. Install secure storage facilities in kitchen.
3. Close in kitchen and install lock, reserved for organizations needing kitchen facilities.

December 10, 1974

4. Repair Public Address System.
5. Sand and Wax floor.
6. New draperies and curtains.

Third Priority - to be done by the County

1. Air Conditioning.

We request that the County, in its midyear review of the FY '75 Budget, attempt to find the necessary funds for the first priority items. Next, we request that the air conditioning equipment be placed in the FY '76 Budget.

We are willing to do our part in additional improvements to the Community Room, but we feel that the basic work, outlined as first priority, must be accomplished by the County.

Sincerely yours,

Phyllis Waters, Mayor  
Clifton Town Council

PW:la

cc to Clifton Community Woman's Club  
Clifton Lions Club