

Minutes  
Clifton Town Council Meeting  
Tuesday, January 2, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve Town Council minutes from December 5, 2000. Approved : ayes, Buckley, Arnold, Harrington; abstain, Nickum, Chesley.
2. Chris Rehder's letter of resignation from BZA was read by Mayor Chesley. Three vacancies now exist on the BZA.
3. Mayor Chesley also read a letter the Town received from the U.S. Census Bureau commending us on our Census 2000 efforts. Also included was a special certificate of recognition.
4. Another letter was read concerning the cigarette tax, which will go into effect on October 24, 2001.
5. Treasurer: no report
6. ARB: no report
7. Planning Commission: no report
8. A report on the 2000 Candlelight Homes Tour was given by Margo Buckley. Total revenue was \$2211. Margo listed expenses of \$390 to Tricia Soester, and \$34 to Margo herself, leaving a profit of \$1787. Margo also asked approval for donating \$200 to the Second Baptist Church for their participation. Motion made to donate \$200 to the church passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum.
9. Presbyterian Church sewer issue was discussed. Church submitted report of recent meeting with church representatives, Mayor Chesley and Elaine McConnell. A total of four bathrooms will be needed, or one bathroom per 15 students, with a future projection of 60 children. If the town agrees to this arrangement, Elaine will champion to Board in hopes it will pass. The church needs to fulfill minimum requirements in order to build their new addition, and is asking the town to agree. They are anxious to begin project as soon as possible. Mac Arnold asked what effect this would have on our sewer policy. Mayor Chesley mentioned that we will soon have a total of three tanks in order to reduce the daily number of trucks needed to empty tanks. Council wants to be sure that church numbers are constant, and that points are not traded from one structure to another. The mention by church of wanting "wobble room" concerned Wayne. Motion made by Wayne to amend church application to reflect firm number (38.5) of units. These specifics need to be locked in with no wavering. Motion passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum. The church agreed to this request, and will modify application and resubmit to Mayor Chesley.
10. Mayor Chesley brought up the use of ISTEA funds and his concern over letting this opportunity pass us by and not developing a project using the money that has been allotted to the town. Deadlines have come and gone and we need to look into extensions. Plans for sidewalk have still not been completed. It was suggested that we ask Royce Jarrendt to attend next Council meeting and give us an update.
11. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum.

January 2, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |                                    |   |
|------------------------------------|---|
| 1. Treasurers Report               | Chesley<br>Arnold<br>Buckley            |
| 2. Planning Commission             | Harrington                              |
| a. Applications                    | Hollaway<br>Nickum                      |
| 3. ARB                             | Booth                                   |
| a. Applications                    | Jarrendt<br>Effros<br>Barton<br>Wallace |
| 4. BZA                             | Williams                                |
| 5. Town Finance Discussion         |   |
| a. Halloween Recap                 |   |
| b. Christmas Homes Tour            |   |
| c. Town/CBA Proposal               |   |
| 6. Presbyterian Church Sewer Issue |   |
| 7. Other                           |   |

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Posted, Post Office and Store



January 2, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

1. Treasurers Report *No report*  
Chesley  
Arnold  
Buckley
2. Planning Commission *No report*  
a. Applications  
Harrington  
Hollaway  
Nickum
3. ARB *No report*  
a. Applications  
Booth  
Jarrendt  
Effros  
Barton  
Wallace  
Williams
4. BZA *3 vacancies*
5. Town Finance Discussion *?*  
a. Halloween Recap  
b. Christmas Homes Tour  
c. Town/CBA Proposal
6. Presbyterian Church Sewer Issue
7. Other

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Posted, Post Office and Store

Minutes  
Clifton Town Council Meeting  
Tuesday, February 6, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington\*, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town. (\*Arrived late)

The Pledge of Allegiance was said by all.

1. Motion made to approve January 2, 2001, Town Council minutes. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
2. Discussion on Rae Tyson's idea for a vintage motor cycle ride, scheduled for April 22, 2001. The ride will originate and end in Clifton, with the Lions providing refreshments. Motion made to grant permission for this event, passed unanimously: Chesley, Arnold, Buckley, Nickum.
3. Motion made to hold second annual Labor Day Classic Car Show on September 3, 2001, with all proceeds going to the Lions Club. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
4. Motion made to hang banner for Lions' annual pancake breakfast, scheduled for February 25, 2001, with provision that it be removed after one week. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
5. Motion made to write a thank you note to Randy Thompson for his donation of a \$1500 soft drink machine to the Town Hall. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
6. Motion made to continue Farmer's Market with Deb Dillard as coordinator. Opening date will be first Sunday in May. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
7. Discussion on dead pine tree in Ayre Square. Motion made to hire a professional to look at tree, with Wayne Nickum coordinating. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum.
8. Treasurer's report: Marilyn Barton. Discussion on drop in revenues for Town Hall, especially monies coming in for wedding receptions. Margot will provide additional information on this situation at next meeting. Report passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum.
9. Planning Commission: Mike Booth
  - a. Street sign at Clifton Heights subdivision must be renamed "Main Street." A letter will be drafter to developer.
  - b. Motion made to approve RJL use permit for Barker/Caples property, with provisions made for conservation easement. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum.
10. ARB: Laura Harrington reported that Royce Jarrendt would like to form a committee to look into ISTEAs grants. Sidewalk options have been drawn up and Royce and Margo walked the route in order to see the potential layout of the plan. It was suggested that property owners along the way be contacted for their input and opinions. Laura will share information on the above with the CBA.
11. Discussion of future presentation by Cox Communications involving their new hub at former Dale Lumber site, with node coming down to Clifton and serving 500 homes, including the town.
12. Mayor Chesley shared the estimate he received from Mike Garcia for renovation of the old Town

Hall, and which includes bathroom expansion and a new kitchen. This issue will be brought up at the forthcoming Budget Hearing. More information on the specifics of the renovation will be provided at the next Town Council meeting.

13. A second certificate of appreciation to the town of Clifton has been received from the U.S. Census Bureau.

14. Application for Canary Cottage B & B will be discussed at next meeting. Neighbors will need to be notified and parking plans explained. Also in question is the rear setback conditions of the property.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum.

February 6, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

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| 2. Planning Commission            | Harrington                              |
| a. Applications                   | Hollaway<br>Nickum                      |
| 3. ARB                            | Booth                                   |
| a. Applications                   | Jarrendt<br>Effros<br>Barton<br>Wallace |
| 4. BZA                            | Williams                                |
| 5. Refurbishment of Old Town Hall |   |
| 6. Meeting Hall Fees              |   |
| 7. Other                          |   |
| - Cox Cable Communications        |   |
| - ISTEPA Project Discussion       |   |

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February 6, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

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Posted, Post Office and Store

Add:

- \* Apr Square: tree
- \* Vintage motor cycle ride
- \* Banner request from Lita's
- \* Labor Day Car Show

02/06/01

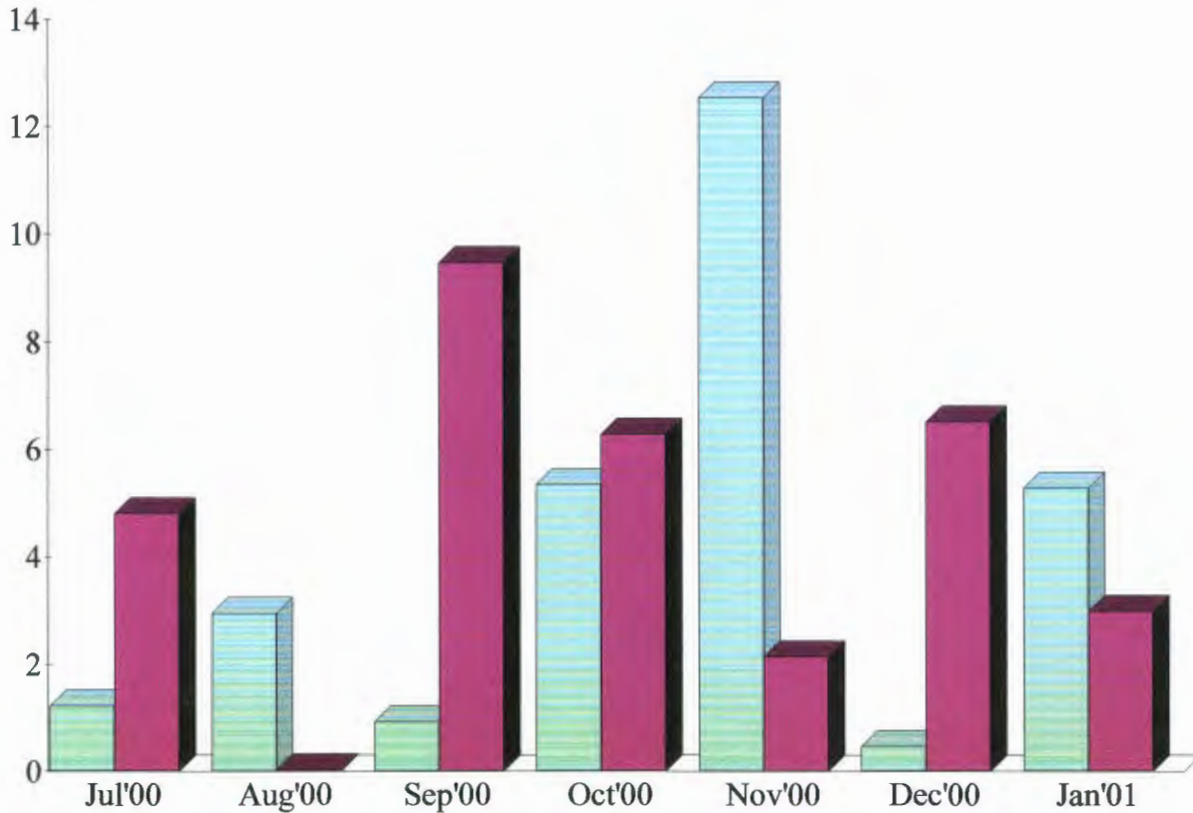
**Town of Clifton**  
**Community Hall Report**  
 July 2000 through January 2001

	Jul '00 - Jan '01	Jul '99 - Jan '00
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Community Hall Revenues</b>		
Community Hall Donations	0.00	90.00
Community Hall Rentals	4,720.00	8,655.00
<b>Total Community Hall Revenues</b>	4,720.00	8,745.00
<b>Total Income</b>	4,720.00	8,745.00
<b>Expense</b>		
<b>Contractual</b>		
<b>Community Hall Expenses</b>		
C.H.-Equipment	1,650.62	1,885.45
C.H.-General Maintenance	1,404.90	693.00
C.H.-Cleaning & Floors	1,513.57	2,273.33
C.H. - Electric	2,272.40	3,797.55
C.H.-Management Fee	1,195.19	2,175.08
<b>Total Community Hall Expenses</b>	8,036.68	10,824.41
<b>Total Contractual</b>	8,036.68	10,824.41
<b>Total Expense</b>	8,036.68	10,824.41
<b>Net Ordinary Income</b>	(3,316.68)	(2,079.41)
<b>Net Income</b>	(3,316.68)	(2,079.41)

Income and Expense by Month  
July 2000 through January 2001

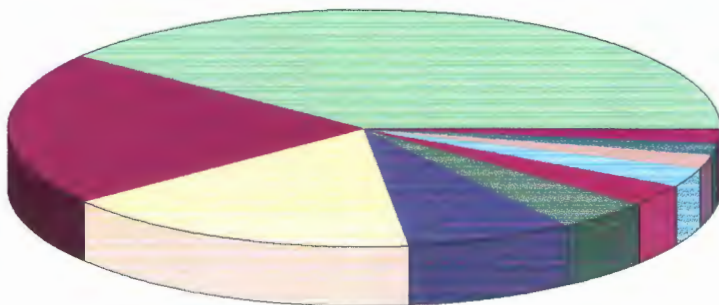
Income  
Expense

\$ in 1,000's



Income Summary  
July 2000 through January 2001

Tax Rev	%39.72
Haunted Trail Event	21.04
Community Hall Revenues	16.45
Homes Tour/Bazaar	7.67
Other Income	4.32
Clifton Day Revenues	3.06
S.R. - Litter Control Grant	2.61
Interest Income	1.98
Farmers' Market Income	1.73
Park Rental	1.39
<b>Total</b>	<b>\$28,685.40</b>



By Account

02/06/01

**Town of Clifton**  
**Profit & Loss Budget vs. Actual**  
**July 2000 through January 2001**

	Jul '00 - Jan '01	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Haunted Trail Event	6,037			
Farmers' Market Income	496			
Clifton Day Revenues	879			
Homes Tour/Bazaar	2,201	1,500	701	147%
<b>Grants</b>				
<b>Federal</b>				
Transportation Project				
CBA Match	0	5,833	(5,833)	0%
Town Match	0	6,417	(6,417)	0%
Transportation Project - Other	0	26,250	(26,250)	0%
<b>Total Transportation Project</b>	<u>0</u>	<u>38,500</u>	<u>(38,500)</u>	<u>0%</u>
<b>Total Federal</b>	0	38,500	(38,500)	0%
<b>State</b>				
Fire Program Funds	0	4,000	(4,000)	0%
<b>Total State</b>	<u>0</u>	<u>4,000</u>	<u>(4,000)</u>	<u>0%</u>
<b>Total Grants</b>	0	42,500	(42,500)	0%
<b>Tax Rev</b>				
CBay Reviews	50			
Motor Vehicle Tags	3,247	3,900	(653)	83%
Sales Tax	4,975	5,658	(683)	88%
Cigarette Tax	271	583	(313)	46%
ABC Profits	358	213	145	168%
Use Permits	825	2,625	(1,800)	31%
ARB Permits	0	0	0	0%
Railroad Tax	1,668	794	874	210%
<b>Total Tax Rev</b>	<u>11,394</u>	<u>13,774</u>	<u>(2,380)</u>	<u>83%</u>
<b>Community Hall Revenues</b>				
Community Hall Donations	0	4,600	(4,600)	0%
Community Hall Rentals	4,720	8,848	(4,128)	53%
<b>Total Community Hall Revenues</b>	<u>4,720</u>	<u>13,448</u>	<u>(8,728)</u>	<u>35%</u>
Park Rental	400			
Interest Income	568	376	192	151%
S.R. - Litter Control Grant	750	500	250	150%
Other Income	1,240	58	1,182	2,127%
<b>Total Income</b>	<u>28,685</u>	<u>72,156</u>	<u>(43,471)</u>	<u>40%</u>
<b>Expense</b>				
Car Show Expense	125			
<b>Payroll Expenses</b>				
<b>Gross Wages</b>				
Town Clerk (Recording)	1,500	1,375	125	109%
Town Treasurer	1,500	1,500	0	100%
<b>Total Gross Wages</b>	<u>3,000</u>	<u>2,875</u>	<u>125</u>	<u>104%</u>



02/06/01

**Town of Clifton**  
**Profit & Loss Budget vs. Actual**  
 July 2000 through January 2001

	Jul '00 - Jan '01	Budget	\$ Over Budget	% of Budget
<b>Payroll Taxes</b>				
FICA	459	440	19	104%
<b>Total Payroll Taxes</b>	459	440	19	104%
<b>Miscellaneous</b>	0	0	0	0%
<b>Total Payroll Expenses</b>	3,459	3,315	144	104%
<b>Contractual</b>				
<b>Insurance</b>	2,246	2,300	(54)	98%
<b>Town Government</b>				
Architectural Review Board	0	583	(583)	0%
Planning Commission	3,423	583	2,839	587%
<b>Total Town Government</b>	3,423	1,167	2,256	293%
<b>Professional Fees</b>				
Accounting	0	1,000	(1,000)	0%
Legal Fees	3,500	2,042	1,458	171%
Special Counsel	0	6,708	(6,708)	0%
<b>Total Professional Fees</b>	3,500	9,750	(6,250)	36%
<b>Rent</b>				
Railroad Siding Rental	775	414	361	187%
Ayre Square Rental	457			
<b>Total Rent</b>	1,232	414	818	297%
<b>Town Maintenance</b>				
Beautification Comm.	1,596	583	1,012	274%
Grounds Maintenance	1,252	2,042	(789)	61%
Town Hall Maintenance	55	2,917	(2,862)	2%
<b>Total Town Maintenance</b>	2,903	5,542	(2,638)	52%
<b>Town Services</b>				
Fire Program	0	4,000	(4,000)	0%
Grass Mowing	2,250	2,042	208	110%
Trash Collection	822	674	149	122%
<b>Total Town Services</b>	3,072	6,715	(3,643)	46%
<b>Utilities</b>				
Gas and Electric	837	700	137	120%
Water	138			
<b>Total Utilities</b>	974	700	274	139%
<b>Legal Advertising</b>	186	583	(397)	32%
<b>Printing and Reproduction</b>	0	350	(350)	0%
<b>Dues and Subscriptions</b>				
Va. Municipal League	0	267	(267)	0%
Dues and Subscriptions - Other	210			
<b>Total Dues and Subscriptions</b>	210	267	(57)	79%
<b>Mayoral Reimbursement</b>	359	583	(225)	61%
<b>Caboose Expenses</b>				
Caboose Electric	45			

02/06/01

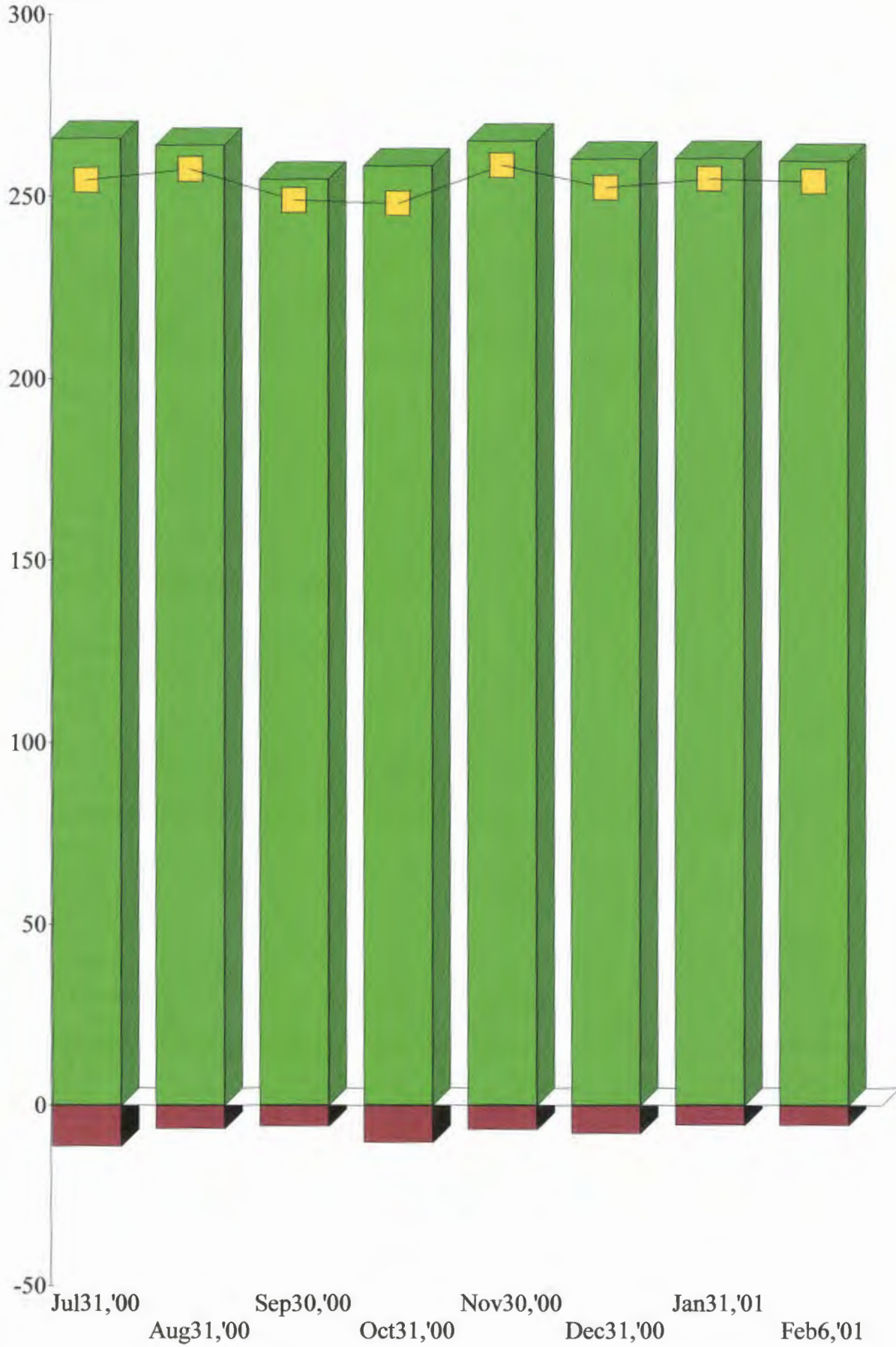
**Town of Clifton**  
**Profit & Loss Budget vs. Actual**  
**July 2000 through January 2001**

	Jul '00 - Jan '01	Budget	\$ Over Budget	% of Budget
Caboose - Trentane Gas	171			
Caboose Maintenance	0	1,167	(1,167)	0%
<b>Total Caboose Expenses</b>	<b>215</b>	<b>1,167</b>	<b>(951)</b>	<b>18%</b>
<b>Community Hall Expenses</b>				
C.H.-Equipment	1,651			
C.H.-General Maintenance	1,405	583	822	241%
C.H.-Cleaning & Floors	1,514	875	639	173%
C.H. - Electric	2,272	4,083	(1,811)	56%
C.H.-Management Fee	1,195	1,770	(574)	68%
C.H. Insurance	0	1,113	(1,113)	0%
<b>Total Community Hall Expenses</b>	<b>8,037</b>	<b>8,424</b>	<b>(388)</b>	<b>95%</b>
Homes Tour/Bazaar Exp	1,710			
Miscellaneous	78	2,917	(2,838)	3%
<b>Total Contractual</b>	<b>28,145</b>	<b>40,879</b>	<b>(12,734)</b>	<b>69%</b>
<b>Commodities</b>				
Copies	13	175	(162)	7%
Postage and Delivery	193			
Computer Supplies	0	408	(408)	0%
Office Supplies	88	525	(437)	17%
License Plates	0	1,028	(1,028)	0%
Miscellaneous	171	350	(179)	49%
<b>Total Commodities</b>	<b>465</b>	<b>2,486</b>	<b>(2,021)</b>	<b>19%</b>
<b>CIF Expenses</b>				
CIF-Playground Impr.	0	583	(583)	0%
CIF-Miscellaneous	0	583	(583)	0%
<b>Total CIF Expenses</b>	<b>0</b>	<b>1,167</b>	<b>(1,167)</b>	<b>0%</b>
<b>Fed Fund-Transportation Proj</b>				
F.F. - Transportation Project	0	26,250	(26,250)	0%
F. F.-Transp - Inkind Svcs	0	6,417	(6,417)	0%
<b>Total Fed Fund-Transportation Proj</b>	<b>0</b>	<b>32,667</b>	<b>(32,667)</b>	<b>0%</b>
<b>Total Expense</b>	<b>32,195</b>	<b>80,514</b>	<b>(48,319)</b>	<b>40%</b>
<b>Net Ordinary Income</b>	<b>(3,509)</b>	<b>(8,357)</b>	<b>4,848</b>	<b>42%</b>
<b>Net Income</b>	<b>(3,509)</b>	<b>(8,357)</b>	<b>4,848</b>	<b>42%</b>

Net Worth by Month  
As of February 6, 2001



\$ in 1,000's



02/06/01

**Town of Clifton  
Balance Sheet  
As of February 6, 2001**

	Feb 6, '01
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking	114
<b>Investments</b>	
Clifton Heights Escrow	5,681
Investments - Other	35,586
<b>Total Investments</b>	41,266
<b>Total Checking/Savings</b>	41,380
<b>Accounts Receivable</b>	
Accounts Receivable	
BPOL Receivable	128
Accounts Receivable - Other	0
<b>Total Accounts Receivable</b>	128
<b>Total Accounts Receivable</b>	128
<b>Total Current Assets</b>	41,508
<b>Fixed Assets</b>	
<b>Fixed Assets</b>	
Land	113,469
Buildings	11,354
Equipment	13,024
Improvements	77,957
<b>Total Fixed Assets</b>	215,804
<b>Total Fixed Assets</b>	215,804
<b>Other Assets</b>	
<b>Other Asset</b>	
Prepaid Expenses	136
Prepaid Insurance	2,009
<b>Total Other Asset</b>	2,145
<b>Total Other Assets</b>	2,145
<b>TOTAL ASSETS</b>	<b>259,457</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	(118)
<b>Total Accounts Payable</b>	(118)
<b>Other Current Liabilities</b>	
Escrow for PC -Clifton Heights	5,681
<b>Total Other Current Liabilities</b>	5,681

02/06/01

**Town of Clifton  
Balance Sheet  
As of February 6, 2001**

	<u>Feb 6, '01</u>
<b>Total Current Liabilities</b>	5,563
<b>Total Liabilities</b>	5,563
<b>Equity</b>	
Opening Bal G.F. Equity	22,343
Opening Bal CIF Equity	220,902
Retained Earnings	14,907
Net Income	(4,258)
<b>Total Equity</b>	<u>253,894</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>259,457</u></u>



## MIKE GARCIA HOMES

### PROPOSAL

Clifton Town Hall

**TO:** Leni Komar

**FROM:** Carl A. Juran

- Take out sink in closet to comply with code
- Add 40 gallon hot water heater
- Install kitchen per design (Quality Cabinets/Laminate Top)
- Rework closet door and install smaller door (sink and water heater) to a 24" opening (This size is needed for the hot water heater)
- Open door way from dining room into kitchen
- Install double door for washer and dryer (Bi-Fold Louvered Door)
- Install shower, new door, change out sink and toilet in bathroom
- Move present to dining room and make a doorway
- Re-hang door into living room to swing the other way
- Install closet in foyer
- Install closet in upstairs bedroom
- All plumbing, electric work and construction as required
- Moving electric heat (Required)
- Plumbing for washer and dryer

**\*\*Allowance for lighting fixtures \$225.00**

***NOT INCLUDED:***

- Floor covering
- Painting
- Kitchen appliances
- Washer/dryer

**TOTAL JOB COST: \$10,597.00**

*Kitchen*

- 34"x 34" fiberglass shower base with walls
- Shower stall door, hinge type, chrome finish
- Moen posi-temp shower faucet (chrome finish)
- Replace toilet with new toilet
- Replace lavatory faucet
- Installation of water and drain, vent lines for the shower and the kitchen sink.
- Install a Moen single handle kitchen faucet
- Install of a 40 gallon elec. water heater.
- Wrap and insulate the water and drain lines located in the crawl space.

**(NOTE)**

All other precautions need to be done in helping from causing any freezing of pipes. Sealing off the crawl space to any outside air.

2/6/01 T.C. Mtg. All <sup>except</sup> <sup>h. in</sup> Bill  
notes

①

① Minutes - approved from Jan. fund, Laura/Bill

② Vintage Motor Cycle Ride - Lee Tyson

4/22/01

Pot. Vintage Riders group

Lino:  
refreshments

Start/lev in Clifton

Motion to Upd./grant permission -  
passed unanimously (Sans Laura/Bill)

\* All proceeds to Lino Club  
③ 9/3/01 Labor Day Car show - Safety  
Concern - → Auxillary Copd - Mack  
Harrington

Unanimous (Sans Laura/Bill)

④ 2/25 - Pancake Breakfast } Lino

Street banner/signs  
remove in 1 wk -  
Unan.

Sans Laura/Bill

⑤ Soft drinks machine -  
donated by ✓

Thank you to R. Thompson

Unan. ←

Motion to  
write than  
you to R. Thompson

Sans Laura/Bill

⑥ Farm Mkt - Deb - do we still

1st Sun - May

2nd Sun - approved unan.

Sans Laura/Bill



⑦ Ayre Square -  
pine tree (42 dead?)  
behind large Christ. tree

We will have a prof. evaluate  
condition of tree / planting  
a new one

Motion } Wayne will look into

⑧ Treasurer's report → M. Barton  
(para Bill)

\*  
Revenue down for Comm. Hall -  
noise complaints, noisy neighbors?  
big complaints?

Less calls about wedding -  
(I wonder why!)

Unan. } para Bill

⑨ Planning Comm }

⑩ Street sign } Centre St sign -  
has to be changed

Developer } Clifton Hb

Write note } to Developer  
read to Timm

Gold  
pinkie  
rings  
tasseled  
loafers  
YUK!

(6) Barker / Copley user - <sup>permit</sup> Planv. Com  
& to <sup>Buy waiver</sup> approve C- but...

We have a letter from McClellan -

Stating } Conservation easement

mtg. R.G.Z. not there at last Planv. Com.  
so no vote was made -

Runs to  
town to  
have itself -  
no removal  
of trees - dead  
trees? accepted?

Motion to approve -

Unanimous → send Bill <sup>to</sup> Hawry

\* Conservation easement

Use portion: Approve use permit

the owner of old house + land

must pay taxes on 1/2 to 3/4 of property

Unan. } send Bill

(10) No AXB mtg. this

Discussion re: grants } Adura reported  
(STEPA)

Royce wants to form a Committee

Sidewalk options drawn up } Margo & Royce →

#10 continued:

potential

(4)

Went to see a lay-out of plan

Property owner should be contacted for their input / opinions

Laura will share above w/ CBA  
(She is the link between T.C. and CBA)

(11) Coy Communication -

possible presentation

New hub - at old Dale Lumber Site

re: cables

node coming down to (11ft)  
(500 tones)

bundles reduced if passed thru

floor plan - will we have a  
commitment that old will be

removed -

franchise issue -

still on back burner?

NO  
PZA

(11)

See

12

Mike Garcia -

Old Town Hall refurbishment  
so it could be used as a residence

[It possibly rent Town Hall]

Estimate } will be done at  
cost in order to get P.R.

Budget hearing - coming up

Mike Garcia ->

Jim will  
continue discussion w/ Mike -  
bring back add. info. to Council

Temporary work sign } will be okay  
[Tom McN. totally in favor] } <sup>to points</sup> <sup>homeowner</sup> <sup>do</sup>  
live here!

13 Recognize the town's } Census Certificate

14 VA to VA Program  
to learn from each other -

B/B issues } deferred use permit  
no citizen comment  
neighbors not notified

To sq. footage  
Parking issue raised -

Obnoxious  
Cottage

(6)

Rear set-back -

Garage in back - might be okay -

\* Parking, <sup>also to be</sup> shielded from neighbors -

No outside employees - just residents

1 on site } Parking in ordinance  
1 off site }

Wayne } 1 space per room = 2 spaces / 2 rooms  
Question of 2 lots

front lot } residence?

might have to consolidate

L.D.H., Inc. } Business #  
Consulting

Home  
Business  
Permit

Needs home business permit -  
Does this require parking as well?

Adjourn!

Minutes  
Clifton Town Council Meeting  
Tuesday, March 6, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington\*, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town (\*Arrived late)

The Pledge of Allegiance was said by all.

1. Motion made to approve February 6, 2001, Town Council minutes. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

2. Treasurer's report: Marilyn Barton. Discussion on turn around time on checks, comparison of revenue report with Margo's records for Community Hall revenue. Report does not include donations from individuals for mural project. Motion made to approve Treasurer's report. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

3. Discussion was opened on Hemlock Overlook Park and its planned expansion of programs and facilities. Home owners from the neighborhoods and subdivisions surrounding the park were present to voice concerns. Jim Broderick spoke about the increased traffic on Yates Ford Road and which includes shuttle and tour busses. He mentioned that a new and expanded parking lot is part of the park plan for the future that will accommodate these larger vehicles. He felt a better plan would be to have smaller vans transport people from these large busses, which could be parked at Bull Run. Harold Whelan spoke about the original intent of Hemlock Overlook Park that was to be an outdoor training facility for local students and schools. Now these students are coming from other states, as a result of promotion by GMU. More corporations are also participating in leadership training, adding further to the parking and road traffic. Mayor Chesley mentioned the possibility of installing rumble strips on Yates Ford which would cut down on speeding. David Smith from Noble Estates added that area is also used by rowing teams coming to practice, as well as soccer teams. We as a community need to come together to address this increase in growth and expansion. GMU's plan for a new Visitor's Center will also impact traffic and parking. Randy Christian also pointed out that the wide tour busses have also forced cars off the road, which does not have a marked center line. He would like to advocate for parking at the Bull Run Marina lot. It was agreed that Laura Harrington will act as Town Council representative at future Hemlock meetings, and will, in addition, contact GMU for more information on their plans for this facility. Kathy Basakis from Noble Estates noted that there appears to be a breakdown in communication between Fairfax Park Authority and GMU. She also pointed out that neighborhood children can no longer ride their bikes on Yates Ford due to the increased traffic, large vehicles and speeders. Home owners also need to be informed of dates for future Hemlock meetings.

4. Planning Commission: Mike Booth

a. Swing/Barbe use permit involving permanent enclosure of patio at Hermitage Restaurant. Motion made to approve with the stipulation that signed parking agreement between Hermitage and Presbyterian Church be attached to use permit. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. Canary Cottage Bed and Breakfast use permit. Motion made to approve with the following condition: lot line consolidation, neighbors notified of public hearing. Yays: Chesley, Arnold, Harrington, Hollaway, Nickum. Abstain: Buckley. Motion passed.

5. ARB: Royce Jarrendt

a. Plan to change from stucco to brick chimney on previously approved new home in Frog Hill: approved.

b. Hermitage Restaurant glass patio enclosure, or conservatory, application. ARB split: 3/3. Adjacent neighbors said they were not aware of this plan, and would have liked to be informed.

6. Discussion on proposed renovation of old Town Hall building. Mayor Chesley noted that any decision will have to wait until after July, 2001, and the new FY 02 budget. Helen Buller asked if we are changing use of this building, and if so, there should be a public meeting to discuss with residents. She also suggested we might want to promote increased use of this building to include such activities as Web Sanctuary classes and Homes Tour events.

Mayor Chesley noted that Mike Garcia's estimate for renovation (which includes plumbing, heating, repair of floors and a kitchen addition) is approximately \$10,000. We should take advantage of this offer, even if we don't plan to sell the building. Royce Jarrendt voiced his opinion about increased traffic if building becomes more available for community activities. He would rather see it as a rental property. Mike Garcia Builders estimate that to bring the building up to code for public use it could conceivably run as high as \$100,000. We are now actually in violation by using it for public events and meetings, and increasing our liability. Motion made to prevent old Town Hall from being used for public meetings. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Mac Arnold suggested we form a committee to look into state grants to help us renovate building if we want to bring it up to code for use as a public facility. He is in favor of keeping building a residence, which is what it originally was. Lev Buller, Margot Buckley and Jim Chesley will work on committee.

7. Motion made to approve banner advertising CCWC Spring Homes Tour, scheduled for May 17, 2001. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

8. Motion made to approve April 22, 2001, for date of re-opening of Clifton Farmer's Market, to be held at Boynton's parking lot. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

9. Motion made to purchase five more tables, at approximately \$182.00 each, for Community Hall. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

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Mike Garcia Builders estimate that to bring the building up to code for public use it could conceivably run as high as \$100,000. ~~We are now actually in violation by using it for public events and meeting, and increasing our liability.~~ Motion made to <sup>not use</sup> prevent old Town Hall from being used for public meetings until issues are resolved.

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*accurate  
revisions  
to minutes  
passed  
unanimously*

March 6, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |   |
|--|---|
| 1. Treasurers Report                         | Chesley<br>Arnold<br>Buckley            |
| 2. Planning Commission                       | Harrington                              |
| a. Applications                              | Hollaway<br>Nickum                      |
| 3. ARB                                       | Booth                                   |
| a. Applications                              | Jarrendt<br>Effros<br>Barton<br>Wallace |
| 4. BZA                                       | Williams                                |
| 5. Refurbishment of Old Town Hall            |   |
| 6. Meeting Hall Fees                         |   |
| 7. Other                                     |   |
| - Hemlock Overlook Park Plan                 |   |
| - ISTEPA Project Discussion - Path/Sidewalks |   |

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

Posted, Post Office and Store

Xerox receipt forms for car tag #

Tue day

3/6/01

#1

~~###~~

Present

Absent / Thymia

Note agenda day.

Thymia / LATE  
cancel at  
thank discuss

1 Minutes / approves

2 Treasurer - M. Berts  
Receipt  
unannounced

Re: NTS  
BPL try due 3/1 - 5471 saw

~~###~~ Tour Hall Mtg. Report / Comm. Ctr.

Comparison of revenue report

Apr. 43 quarterly report that of check  
sign off and gives to Treasurer

Tour annual or check? (do month  
time

Margot's needs photo records  
cost Margot's records - not all

fall as it seems

Report does not include donation from  
individuals from [name appeared]

#2

③ Hemlock Overlook  
Pub rty } 2/28/01 1st of a  
Series on planning on the park -

[ Harrington stood up here ] Web Site established

Tim Broderick - home owner  
glenn Cairn  
20 owner fun

New bldg. / New parking lot  
(replacement?)  
to accommodate buses?

Safety / traffic  
concerns / issues  
↓  
Yates Ford Road

reluctant home owners  
Cap on total volume

Motivated to grow to earn ~~had~~ more revenue  
We all need to be involved  
formal process → strongly urged for all of us to  
be involved → compromise

Sm. shuttle van ↓ to transport people from  
oversized motor coaches - park in  
Bull Run

Harold Wheeler Yates Ford Rd  
originally out door training  
meat } But now kids are coming in from  
other states (thanks to Ges. Mann who is

#3

actively selling their facility -

- leadership & corporations
- school groups from all over

Speeding issue (Fishesley)

We need to insist that all adhere to speed limits -

Rumble strips might be considered -  
to help slow down cars + buses

David Smith > Noble Estates

Began as outdoor learning center -  
but has expanded considerably -  
w/o park authority approval

originally for just local

- + rowing team who come to practice
- + executive leadership program
- + soccer practice

Park Authority was taken aback / said to talk to Jim

(#4)

Community needs to be involved to address growth & expansion

Plan also shows Visitor's Center - means more & more traffic/activity

We need considerably more info - Council member shall sit & represent to Council → ~~Steve~~ Laura Harrington

Randy Christian      Presi. of Home  
Guercorin      Owners      Association

buses too wide for Yates Ford Rd - sep. Hyatt Hotel bus - people are sometimes forced off the road - road doesn't have

Center line

much better to park at Bull Run which is very underutilized

Homeowners' ~~use~~ approach (J. Chesky) - Contract supervisor McConnell

(#5)

Bill Case 2

Occurrence Waterside Association } will also take Elaine

What was original purpose? the car  
Gnu take this further than originally  
intended - Has charter been changed?

Wagner's suggestion  
[Freedom of Info should be requested]  
Part Authority is obligated  
to respond

Get copy of charter

↳ Earl Pasakis Noble Estate  
Appears to be a commonwealth

broken below authority of Gnu -  
This seems like to be for to

part because of the species of large  
vehicles

#6

Big impact on neighbors - now a  
major thoroughfare -

Is there a weight limit on the  
side? Can we use this as a lever?

Also - no transportation plan /

time period ; not every neighbor received  
notices of meeting - this should be more visible,  
more people

\* GMA is promoting 30,000 visitors/  
participants a year

Bill Holloway } Strongly urged  
Freedom of Infor.

L. Harrington will request this in name  
of town -



(#7)

Planning Comm

(A) Switz/Barke

Temp. tent at Hermitage

w/ permanent construction -

Approval

Contingent on based on tables

(57) <sup>total</sup> spaces needed -

plat had to be submitted

Height of structure

Agreement w/ Church still in effect?

Yes, according to Barke

(Renewed every 5 yrs.)

Attach to use permit

Motion to approve

w/ current parker agree attached

to use permit & conditions -

#8

(B) Home business application  
(Goldstein / Garvey - Hodge  
consulting)

Clarification } No clients / visits -

Employees (residents) no non resident  
employees

0 : required parking spaces : zero

Sq. footage:  
136

Union approval

(C) B of B application - same as  
above

Chgs in use permit :

Strike "variance" times:

9 AM Monday

Fri - 5 PM - Mon 9 AM.

# employees } 100 & residents

(#9)

Total for D & B } 873 sq. feet  
( includes 136 for Consulting business? -  
but less than 1100 - so it  
meets less than 25%)

Carriage House? - take out

explained

Provision made: Consolidation of  
Lot like adjustment } a lot  
made →  
presently does not meet  
requirements

must meet zoning <sup>ordinance</sup> requirements

Abstain - Margot

See  
1058  
of ordinance

Approved conditional:  
w/ lot like consolidation

↓  
neighbors notified or public hearing held -  
advertising?

(#10)

ARB

① Chg in pre

House  
previously  
approved in  
Frog Hill

Stucco → brick  
chimney

② Hermitage addition

A separate  
structure → fine  
A glaze window +  
trim

writing for (under) → to

replace that → hotly contested -

all windows, all glaze → Conservatory

Homeowners Council - they did not  
know about this -

3-3 split on ARB

↓  
4th Tues of  
March/low  
month

(#11)

Any decision will have to wait until  
July, 2001

Question of what we  
have to do

★ Helen said

Proposal to rent as a residence

↓ Are we changing use of bldg? If so,  
let's know this → public mtg. is really  
needed

[CBA uses bldg. → storage, meeting space  
for CBA mtgs.]

↓ Helen feels there are ways to  
maximize use

How about this instead?

Web Sanctuary

Conservation easement

needs  
classroom - willing to  
rent by month



★

feels room -  
holiday  
home, etc.

BZA 2  
one expiring term

4/23 - Barton / Effross

#12

Old Town Hall

refurbishment

M. Garcia's estimate for repairs -  
says he would do job at cost -

- redo plumbing
- move heating
- add kitchen
- repair floors

Ball park figure: around  
\$10,000. 12

1973 - \$12,000 - town bought house

J. Chesley fixed  
it up - re-sold in 1983

Town people don't want to sell -  
but since we have a person willing  
to repair & remodel, we should rent  
the town hall - let's take advantage of  
this!

#13

Royce: Concern about traffic -  
house is rotting - needs to be  
used as a residence - much  
better use of property -

Helen } Historic use?  
only bldg. for now?

M. Garcia pays \$100,000 is needed  
to bring it up to code

We are liable if we use  
it for public mtgs -

Life Safety  
"Fire bty"  
Handicapped B'ron -  
Wider doorways

We are now violating  
& incurring liability

#14

Wayne mad point that ~~the~~ bldg. shall not be used for public use →

code issue } State grants?

(\*) Can we get assistance in this endeavor?

Committee to work on this

Motion (Wayne) that public mtgs not be held until } codes must be met

must secured

Ayes:

~~Nays~~

Passed unanimously - Tim bldg

will get inspected??  
No says

Mac } wants to keep as residence  
not a public facility -

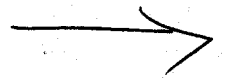
we can meet residential codes

Originally a residence - Mac wants to rent it for income!



~~Last page~~

#15



Hard look at use for this bldg -

And grants can be used to be a public facility -

Committee to look into this issue

Bill  
look into

#16

"Error Search"  
↓  
Ranger

Recommendation

\* Can Ranger do this?

He will try to do

this by next T.O. notes -

use groups

John will look into  
to study issue

~~Committee -  
John  
Mans, et~~

MCS  
CBA  
Plan  
Commission

Need to be  
in command  
at 6/10/88

#17

Len: Can we ask Co. to see if we

Committee

- Len  
- Jim Chesley  
- Margot

Buck  
paw?

Brandy - Shaky - ate a  
little - seems pained when  
walking

Burke Station Yd.  
\* left after Roberts Rd  
past Sideburn

CCWC

Brown - Spun

Home Town >

5/17/01

Approved

---

Use of Bayview }  
Apr. 22 - }  
Vintage / }  
Car show / + Market }  
Farmers }  
Baytree's }  
Parking }  
Lot }

Approved

---

JC would like to propose  
buying 5 new tables

@182.00

Mother

Proposal to update the Historic Clifton Town Hall as a Public Use Building

*Heleen  
Buller*

**Goals:**

- A. To make the Town Hall more useful to residents as a meeting and archival storage facility and....
- B. To ensure that the Town Hall remains accessible to its Citizens as a public Facility and an asset to the Town's future cultural, governmental and Archival needs.
- C. To make the Town Hall more of a financial asset to the Town.

**Objectives:**

- To enlarge the meeting space to 13' X 33' by taking down interior walls and erecting structural support for a load bearing wall — estimated at a cost of \$6,000.00 (including new finished trim and drywall).
- To catalogue and move the town records from the Office downstairs to the room upstairs and install a lock on the door upstairs.

**Advantages:**

- Town council meetings can be held in the Town Hall , allowing the much larger Community Hall to be rented for larger groups.
- Planning Commission, Architectural Review Board, and CBA meetings can continue To meet in the Town Hall as they have for the past 26 years.
- The Town Hall can be rented for smaller groups of 20-30 people for classes (The Web Sanctuary is interested in renting it as a classroom) at a more Affordable rate than at the Community Hall, which can help with meeting the upkeep expenses of the Town Hall.
- The enlarged space can be used for fund raising efforts for the Town. Examples:
  - Tea room during the Holiday Homes Tour
  - Bake sale during Clifton Day
  - Quilt Show during the Women's Club Homes Tour
  - Floral displays for the Garden Club Tours

\* Financial resources can be sought from donations and grants.

**TOWN OF CLIFTON, VIRGINIA**

**TREASURER'S REPORT**

**6-Mar-01**

**STATEMENT OF CASH BALANCES**

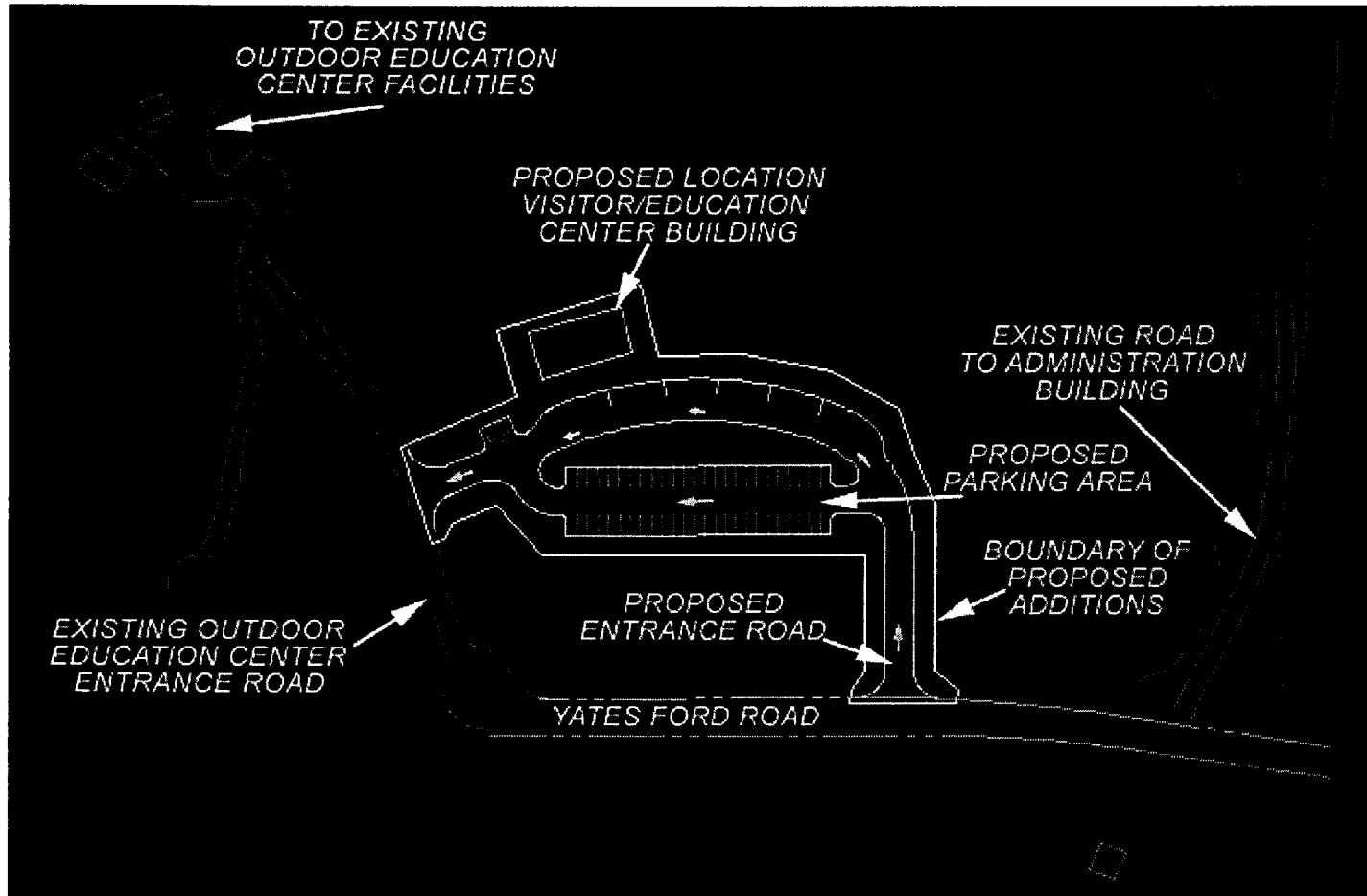
Regular Checking Account:	\$3,113
Money Market Savings Account:	\$51,396
Planning Commission Escrow: Overson	<u>\$5,681</u>
<b>TOTAL CASH BALANCE:</b>	<u><u>\$60,190</u></u>

**BPOL Update:** Received to date \$15,428 in BPOL revenues for FY01.  
There are 23 BPOL applications that remain outstanding.  
Seven of those mailed were returned and will have to be  
called for a new mailing address.

Treasurer's Report prepared by: **Marilyn Barton**  
Treasurer



**Proposed Visitor's/Education Center Building Site**

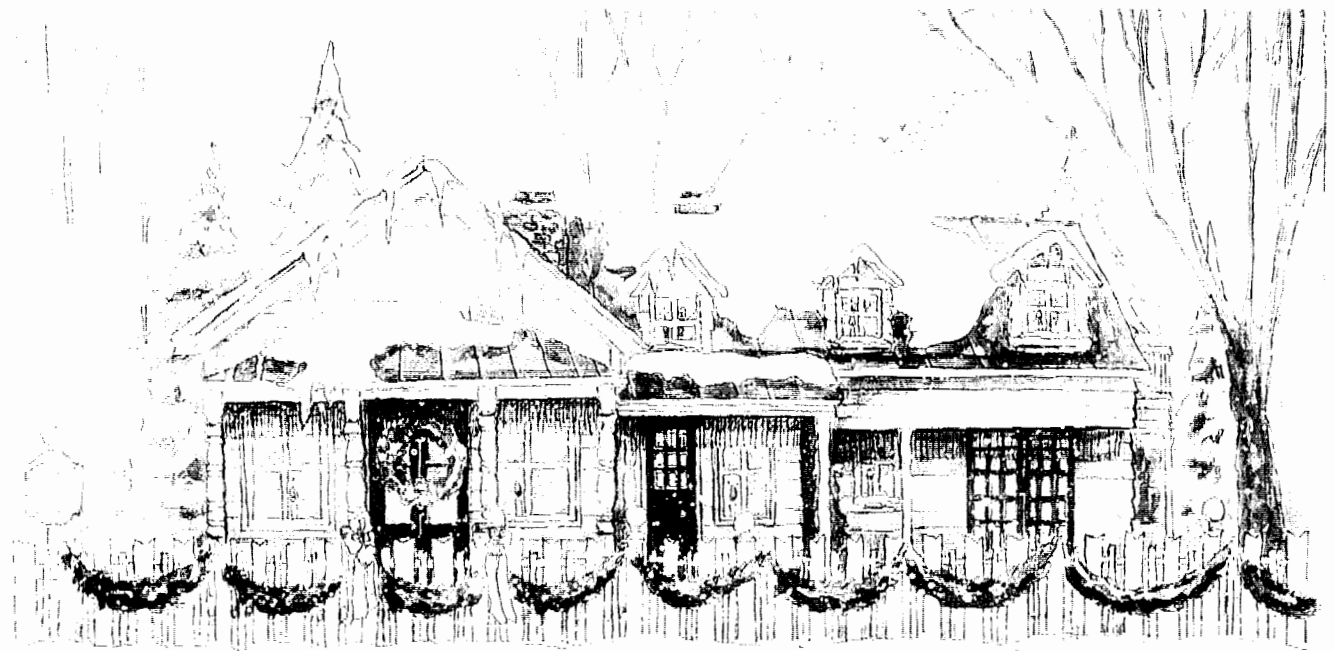


Return to Natural and Cultural Resources Inventory  
and Existing Conditions Assessment Report

# The Canary Cottage

Built in 1884, The Canary Cottage began as a General Mercantile Store and through the years has been occupied as a Saloon, Bakery, Grocery, Pool Hall, Cabinet Shop and Church. An addition was made in 1926, which served as a Barber Shop. The Building was completely restored in 1965 and renovated during 2000 by the "Hodgesteins". It will soon also be Clifton, Virginia's only Bed & Breakfast establishment.

"The Canary Cottage" 7153 Main St., PO Box 110,  
Clifton, Virginia 20124  
lghassoc@grols.com (703) 322-1811



The Canary Cottage

*Copyright Gary Hodge © 2000*

*zk*  
Pam Chapman or *Pam Gary Hodge*



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

Type: Residence  New Construction  Business  Home Business   
Date Submitted to Town Clerk: February 14, 2001  
Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: Steve Goldstein & Lynne Garvey Hodge

Name of Business (if Business Application): LGH, Inc.

Owner(s) of premises or business: Steve Goldstein & Lynne Garvey Hodge

Address of premises or business: 7153 Main St., PO Box 110, Clifton, VA 20124

**\*\*no client visits for this business!\*\***

Tax map number: 0754 02 0061 Zoning district:  Res  Comm  Other

Describe purpose of application: A variance on the use of the property at 7153 Main St. Clifton, Virginia to allow for home office use: computer & book resource area

If business or home business, days & hours of operation: Monday - Friday - 9:00am - 5:00pm

If business or home business, number of employees: 2

120 and square footage: 140 square feet; (portion of library which will also be shared space for the week-end B&B—see B&B floor plan)

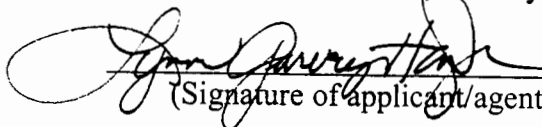
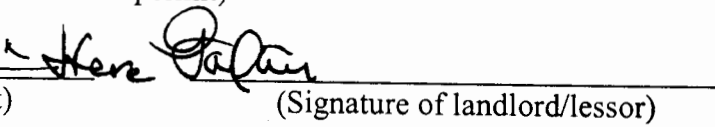
If business or home business, number of off-street parking spaces: 0

If business or home business, describe operation: Management Development Consulting Practice; (space for at-home paper work needs, only—all other work conducted on-site at client locations)

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: 3,500 (including hallways)

Fee Enclosed: \$25.00 (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

 (Signature of applicant/agent)  (Signature of landlord/lessor)

7153 Main St., PO Box 110, Clifton, VA 20124

(Mailing address/Zip)

(703) 322-1811

(Telephone)

Rev. by Planning Commission, Sept., 2000.  
See Reverse for Filing Instructions

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk January 13, 2001

Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: Steve Goldstein & Lynne Garvey Hodge

Name of Business (if Business Application): The Canary Cottage

Owner(s) of premises or business: Steve Goldstein & Lynne Garvey Hodge

Address of premises or business: 7153 Main St., PO Box 110, Clifton, VA 20124

Tax map number: 0754 02 0061 Zoning district:  Res  Comm  Other

Describe purpose of application: Use of the property at 7153 Main St. from solely a residence to an "in home" "bed & breakfast" business. The Canary Cottage will be a traditional "bed & breakfast" which will provide two (2) comfortable lodging rooms in our private home. The Canary Cottage will not be a hotel or motel, but will be first & foremost our home. Our guests will be expected to keep noise to a minimum. Loud music, partying, slamming of doors, etc. will be forbidden. Shoes & shirts will be required at all times outside of lodging rooms. Parking will be provided in our property's driveway off Pendleton St. Unloading on Main St. will be allowed to off-load luggage. We will operate on weekends only. Smoking will be prohibited on our property as will the consumption of alcohol

If business or home business, days & hours of operation: Friday, 5:00pm - Monday, 9:00am

If business or home business, number of FT employees: 1 or 2 residents, as necessary and square footage: for dedicated Bed & Bath: 373 square feet; Shared space: 500 square feet, (total = 873 square feet; note: Carriage House is another 900 Sq. feet; so 4,400 sq. feet; 25% of gross square feet = 1,100 sq. feet; considerably under 25% requirement)

If business or home business, number of off-street parking spaces: 2 screened spaces

If business or home business, describe operation: A traditional 2 room "bed & breakfast" in a private home. (see above)

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: 3,500 (including hallways)

Fee Enclosed: \$25.00 (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

[Signature]  
(Signature of applicant/agent)

[Signature]  
(Signature of landlord/lessor)

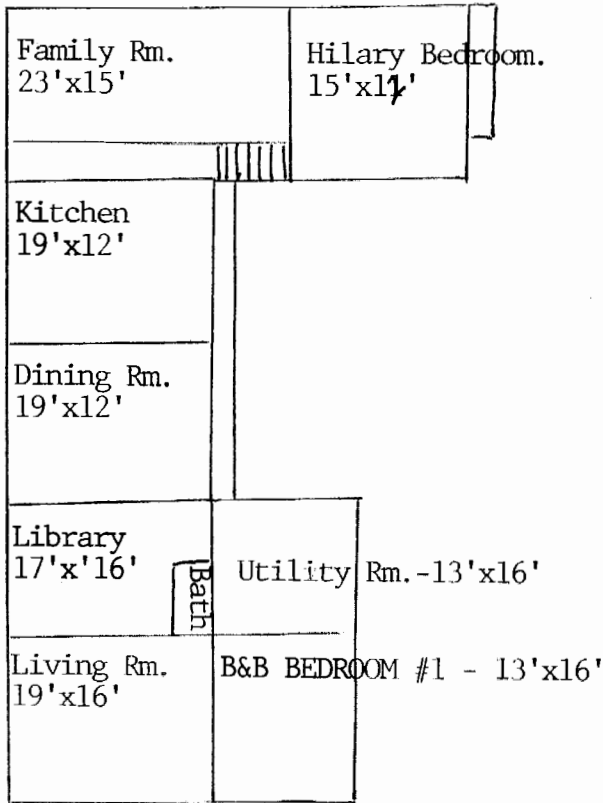
7153 Main St., PO Box 110, Clifton, VA 20124

(Mailing address/Zip)

(703) 322-1811

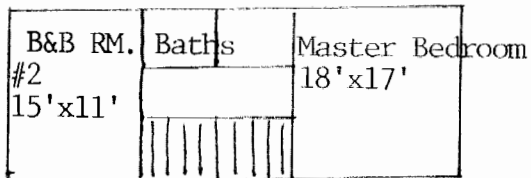
(Telephone)

1st Floor



\*\*Detail not to scale"

2nd Floor



B&B Bedrm. #1 - 13'x16' = 208  
 B&B Bedrm. #2 - 15'x11' = 165  
 Dining Room-17'x16' = 228@50% = 114  
 Kitchen-19'x12' = 228 @50% = 114  
 Library-17'x16'=272

TOTAL = 873 square feet

**ADDENDUM:**

**February 14, 2001**

**TO: Clifton, Virginia Planning Commission**

**FROM: Lynne Garvey Hodge & Steve Goldstein**

**IN RE: "Canary Cottage" B&B Application: 7153 Main St., Clifton,  
VA**

**Homeowner agrees to seek lot line adjustment to equal one lot (vs. possible formal documentation of two) at 7153 Main St., Clifton, Virginia with Fairfax County, Virginia within the next 60 days.**

Metropolitan Regional Information Systems, Inc.

--

MLS#: FX3604048

Short Listing

7153 MAIN ST, CLIFTON, VA 20124

STATUS: ACTIVE

Ownership: Fee Simple, Sale

Legal Subdiv: CLIFTON

Advertised Subdiv: CLIFTON

Lot- SF: 17594

Lot- Acres: 0.40

#Lvs: 2 #Fpls: 3

Main Entrance:

TOTAL MAIN UPR1 UPR2 LWR1 LWR2

BR: 4 BR: 2 BR: 2 BR: BR: BR:

FB: 3 FB: 1 FB: 2 FB: FB: FB:

HB: 1 HB: 1 HB: HB: HB: HB:

Main: Living Room, 19 X 16

Main: Dining Room, 19 X 12

Main: Family Rm, 23 X 15

Main: Kitchen, 19 X 12

Lot/Block/Square: 61&62B

Style: Cape Cod

Type: Detached

THType:

Upper 1: Bedroom-Master, 18 X 17 -

Upper 1: Bedroom-Second, 15 X 11

Main: Bedroom-Third, 13 X 16

Main: Bedroom-Fourth, 15 X 12

LIST PRICE: \$489,000

Classification: Residential

List Type: Excl. Right

Old Map: NA

TBM Map: 1062A5

Area: 10-7

Age: 115

Year Built: 1884

Finished SF: 0

SCHOOLS  
ES: CLIFTON  
MS: ROBINSON  
HS: ROBINSON

Main: Library, 17 X 16

Basement: NO

Parking: Garage, Garage Type- Detached

Heat: Forced Air, Heat Pump(s), Wood Burn Stove, Zoned, Electric, Oil

Cool: Central A/C, Heat Pump(s), Electric

TV/Cable/Comm:

INTERIOR: Dishwasher, Disposal, Dryer, Exhaust Fan, Freezer, Icemaker, Oven-Double, Oven/Range-Gas, Refrigerator, Six burner stove, Washer, Auto Gar Dr Opn, Built-in Bookcases, Drapes/Curtains, Entry Lvl BR, MBR-BA Full, Shades/Blinds, Wood Floors, Wd Stove Insr, Den/Stdy/Lib, Family Room, In-Law/auPair/Ste, Laundry-Kit Lvl, Lndry-Sep Rm, Main Lvl BR, Mud Room, Storage Room, Utility Room, Breakfast Room, Fam Rm Off Kit, Kit-Country, Kit-Table Space, Sep Dining Rm, Beamed Ceilings, Cathedral Ceilings, 9'+ Ceilings, Vaulted Ceilings, Atrium Doors, French Doors, Six Panel Doors

EXTERIOR: Wood, Metal, Balcony, Deck, Fenced - Fully, Patio, Porch-front, Landscaping, Carriage House, Office/Studio, Garden/Lawn

REMARKS: Remarkable historical home dating back to 1880's! Over 3,600 SF. Detached 2-story garage/carriage house, brick courtyard, mature landscaping. Gorgeous inside & out! High ceilings, wood floors, character, nooks & crannies. Master suite w/fireplace & private bath. This home shows like "House Beautiful". Possible B&B. Call owner or agent for appt. Easy to show. Right in heart of Clifton

DIRECTIONS:

Broker: LONG & FOSTER REAL ESTATE, INC.

Listing Agent: TAYA ABBOTT

Alt Listing Agent: KEITH ABBOTT

Show Instructions: Appt Only-Lister, Appt Only-Owner/Contact, 9 AM-7 PM, All Days

Owner: WILLIAM WARREN & LORETTA WARREN

Showing Contact: WARREN FAMILY & TAYA/KEITH ABBOT

Brkr Code: LNG93

Agt Office: (703)502-8500

Pager:

Agt Office: (703)502-8500

#Garage/Carport Spaces: 2/

#Assigned Spaces:

Hot Water: Electric, Multi-tank

Water: Filter, Well

Sewer/Septic: Public Sewer

Home: (703)222-5955

Cell:

Home: (703)222-5955

SubComp: 3%

BuyComp: 3%

Add'l:

Dual: Y

DesR: Y

VarC: N

Disclosures: Prop Disclaimer

Documents:

Cur Finance Type: Conventional

New Finance Types:

WATER Access: N Front: N View: N Dock: N

Property Condition: Shows Well

Possession: Settlement



TAYA & KEITH ABBOTT

Founder's Club

Direct Line: 703/222-5955

Office: 703/502-8500

FAX: 703/502-0676

Toll Free: 800/762-0821 Ext. 105

Email: abbottsold@aol.com

Visit Our Web Site:

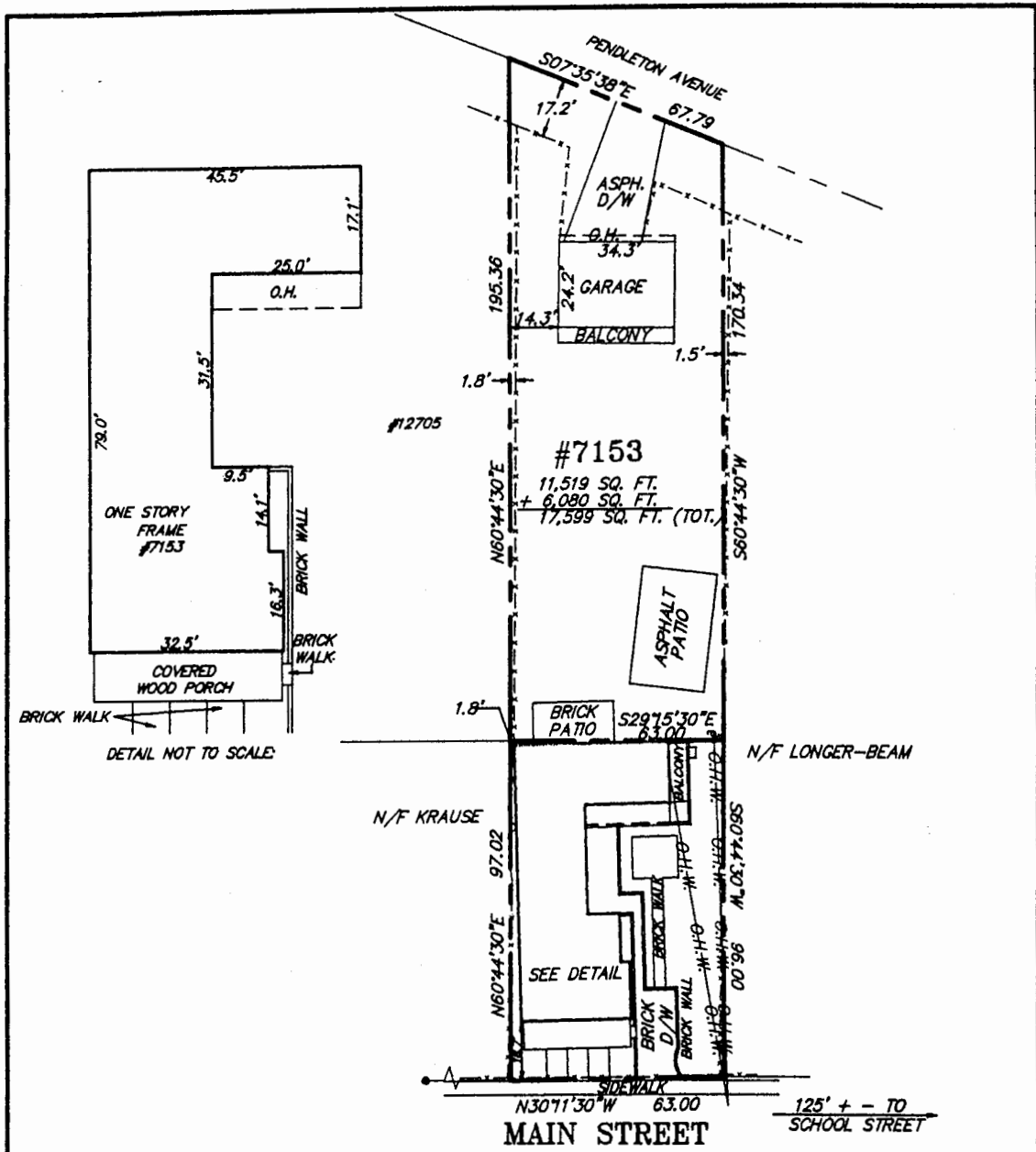
www.abbottsold.com

CLIFTON/FAIRFAX STATION OFFICE

7137 Main Street / Clifton, Virginia 20124

Metropolitan Regional Information Systems, Inc.:

Information is believed to be accurate but should not be relied upon without verification.



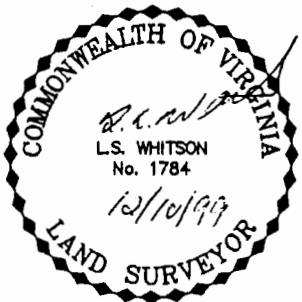
HOUSE LOCATION SURVEY  
 #7153 MAIN STREET  
 CLIFTON  
 DEED BOOK 5375 PAGE 754  
 SPRINGFIELD DISTRICT  
 FAIRFAX COUNTY, VIRGINIA  
 SCALE: 1" = 40' DATE: DECEMBER 10, 1999



**LEGEND**

- CHIM. = CHIMNEY
- B/W = BAY OR BOX WINDOW
- O.H. = OVERHANG
- C/S = CONCRETE STOOP
- = IRON PIPE FOUND

THIS SURVEY WAS ESTABLISHED BY TRANSIT AND TAPE AND UNLESS OTHERWISE SHOWN THERE ARE NO ENCROACHMENTS. NO TITLE REPORT WAS FURNISHED AND NO CORNER MONUMENTATION HAS BEEN SET UNLESS REQUESTED.



THIS IS NOT A BOUNDARY SURVEY. LOCATION OF DRIVEWAY AND FENCES ARE APPROXIMATE. THIS SURVEY DOES NOT DETERMINE THE OWNERSHIP OF FENCES. THIS PLAT IS NOT TO BE USED FOR CONSTRUCTION OF FENCES.

FLOOD NOTE:  
 THIS DWELLING IS NOT LOCATED IN A F.E.M.A. SPECIAL FLOOD HAZARD AREA.

**SAM WHITSON, L.S./LAND SURVEYING**  
 4302 EVERGREEN LANE, SUITE 202  
 ANNANDALE, VIRGINIA 22003  
 (703)-658-4070 FAX: (703)-658-4072

**OWNER: WARREN**  
**BUYER: GOLDSTEIN/HODGE**  
 W.O. #99-4307 CLIENT #BL99-2898

# s a m p l e

February 21, 2001

Tom & Marilyn Barton  
12705 Chapel Rd.  
PO Box 121  
Clifton, VA 20124

Dear Neighbor,

Please note that the Clifton Planning Commission is meeting this coming Monday, February 26, 2001 at the Town Hall at 7:30pm. Please note that on the Agenda for this meeting is the discussion of a Bed & Breakfast at 7153 Main St., Clifton, VA, "The Canary Cottage". In keeping with the Bylaws of the Town of Clifton you are hereby given notice of this meeting—I encourage you to please attend and review the attached letter that has been given to the Town Council & Planning Commission. Please let me know if I can answer any questions for you before then. Thank you.

Lynne Garvey Hodge  
7153 Main St., Clifton, VA 20124  
(703) 322-1811  
lghassoc@erols.com

**ADDENDUM:**

**February 14, 2001**

**TO: Clifton, Virginia Planning Commission**

**FROM: Lynne Garvey Hodge & Steve Goldstein**

**IN RE: "Canary Cottage" B&B Application: 7153 Main St., Clifton,  
VA**

**Homeowner agrees to seek lot line adjustment to equal one lot (vs. possible formal documentation of two) at 7153 Main St., Clifton, Virginia with Fairfax County, Virginia within the next 60 days.**



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

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk: February 14, 2001

Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: Steve Goldstein & Lynne Garvey Hodge

Name of Business (if Business Application): LGH, Inc.

Owner(s) of premises or business: Steve Goldstein & Lynne Garvey Hodge

Address of premises or business: 7153 Main St., PO Box 110, Clifton, VA 20124

Tax map number: 0754 02 0061 Zoning district:  Res  Comm  Other

Describe purpose of application: A variance on the use of the property at 7153 Main St. Clifton, Virginia to allow for home office use: computer & book resource area

If business or home business, days & hours of operation: Monday - Friday - 9:00am - 5:00pm

If business or home business, number of employees: 2

   and square footage: 143 square feet; (portion of library which will also be shared space for the week-end B&B—see B&B floor plan)

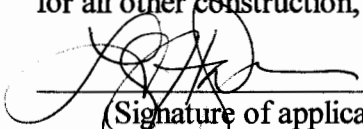
If business or home business, number of off-street parking spaces: 4

If business or home business, describe operation: Management Development Consulting Practice; (space for at-home paper work needs, only—all other work conducted on-site at client locations)

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: 3,500 (including hallways)

Fee Enclosed: \$25.00 (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

  
\_\_\_\_\_  
(Signature of applicant/agent)  
Lynne Garvey Hodge, President, LGH, Inc.

\_\_\_\_\_  
(Signature of landlord/lessor)

7153 Main St., PO Box 110, Clifton, VA 20124

(Mailing address/Zip)

(703) 322-1811

(Telephone)

Rev. by Planning Commission, Sept., 2000.  
See Reverse for Filing Instructions



January 12, 2001

Steve Goldstein & Lynne Garvey Hodge  
"The Canary Cottage"  
7153 Main St., PO Box 110  
Clifton, VA 20124

**The Planning Commission, The Town of Clifton, Virginia**  
Michael Booth, Chairperson; (PO Box 256) Corlis Van Linden, Secretary  
**City Council, The Town of Clifton, Virginia**  
Pam Wallace, Town Clerk (PO Box 76)  
Clifton, VA 20124

Dear Clifton Neighbors,

We are respectfully submitting for your review an "Application for Use Permit" for a variance of our property from a residential dwelling to a traditional "bed & breakfast" home business which will provide two (2) comfortable, attractive lodging rooms in our private home. "The Canary Cottage" will not be a hotel or a motel, but will be first and foremost our home. We plan to operate the business on weekends only and to expect that our guests will make every effort to keep noise to a minimum. Loud music, partying, slamming of doors, etc. will be forbidden as will smoking and the consumption of alcohol. Guests will be expected to wear shoes and shirts at any time they are not in their rooms. Our targeted Opening Date is April 1, 2001.

When we purchased the property on Main St., the real estate marketing flyer indicated that this property "could be operated as a small bed and breakfast inn". We have always had a dream of sharing our home as a "bed and breakfast"—Steve's excellent cooking skills and Lynne's love of decorating seemed to be a perfect combination for such a venture. We are now sitting on the possibility of realizing our dream as Innkeepers. We also have come very much to love our neighbors and the town of Clifton. There has not been a morning in the year we have lived here that we haven't been filled with gratitude to have found such a charming town in which to live. We are also very much aware that the discussion of "Bed & Breakfast" businesses in Clifton has been a difficult subject for some of our neighbors and we therefore have an interest only in creating a business that would truly enhance the charm, quaintness and beauty of this precious little town. We hope you will seek from us any assurance necessary that our dream will blend in with your vision for the Town of Clifton. Our only desire is that the "Canary Cottage" be an asset to your community and that our presence in this town be one of mutual hospitality and good will. Please feel free to contact us with any questions or concerns you may have.

Respectfully submitted,

Lynne Garvey Hodge & Steve Goldstein

attachments

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk January 13, 2001

Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: Steve Goldstein & Lynne Garvey Hodge

Name of Business (if Business Application): The Canary Cottage

Owner(s) of premises or business: Steve Goldstein & Lynne Garvey Hodge

Address of premises or business: 7153 Main St., PO Box 110, Clifton, VA 20124

Tax map number: 0754 02 0061 Zoning district:  Res  Comm  Other

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If business or home business, days & hours of operation: Friday, 5:00pm - Monday, 10:00am

If business or home business, number of employees: 2

     and square footage: for dedicated Bed & Bath: 373 square feet; Shared space: 500 square feet; (total = 873 square feet; slightly less than 25% of gross square feet)

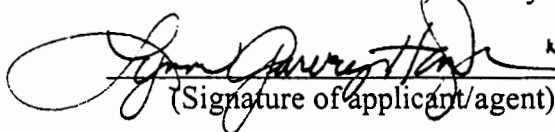
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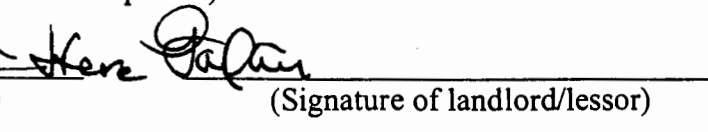
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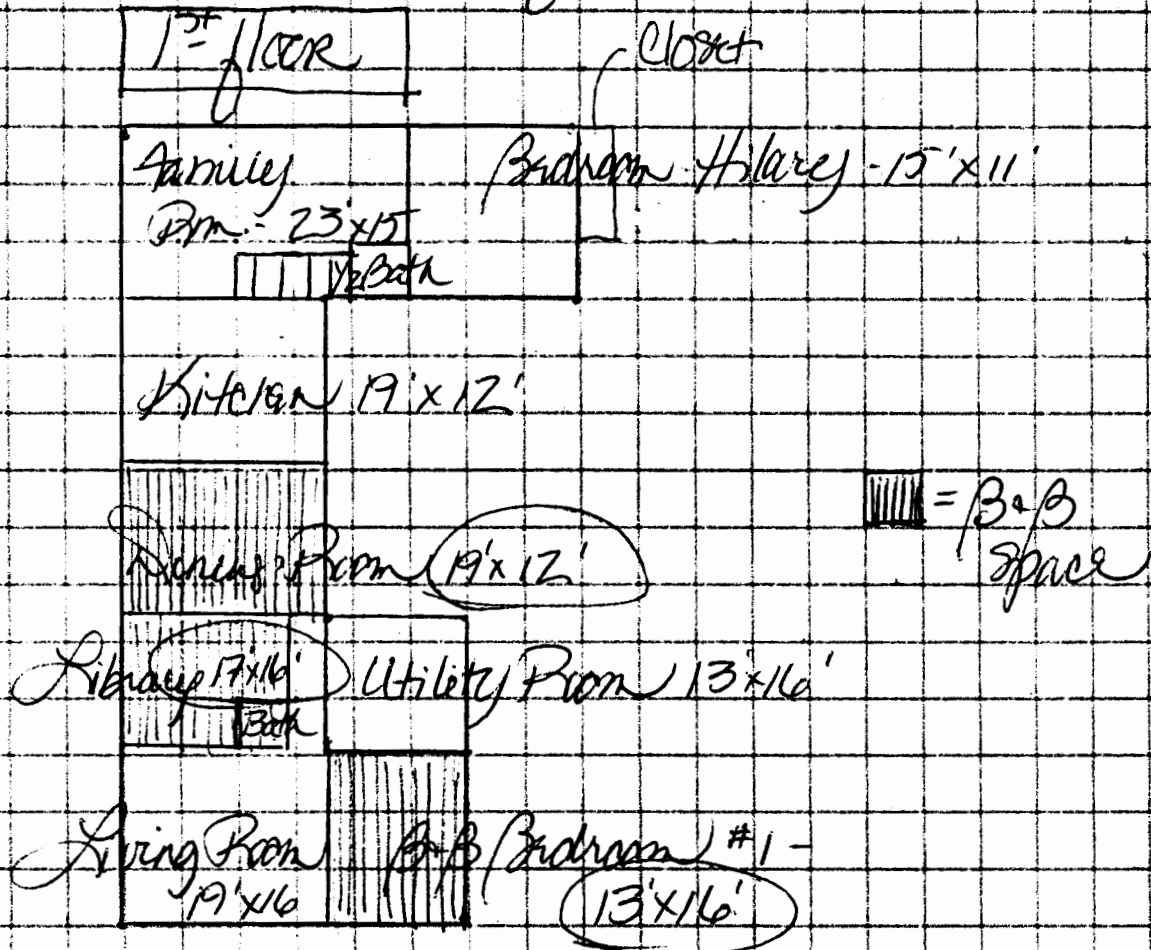
7153 Main St., PO Box 110, Clifton, VA 20124

(Mailing address/Zip)

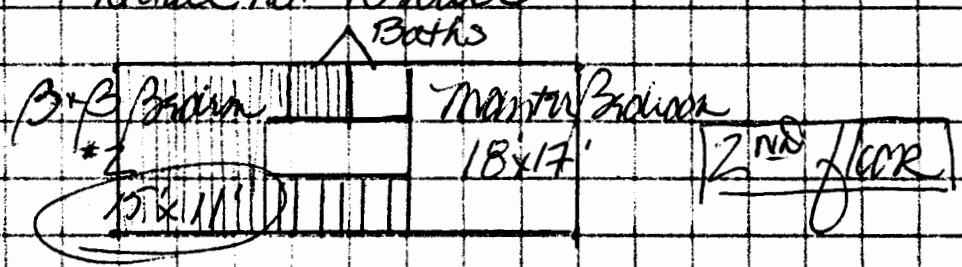
(703) 322-1811

(Telephone)

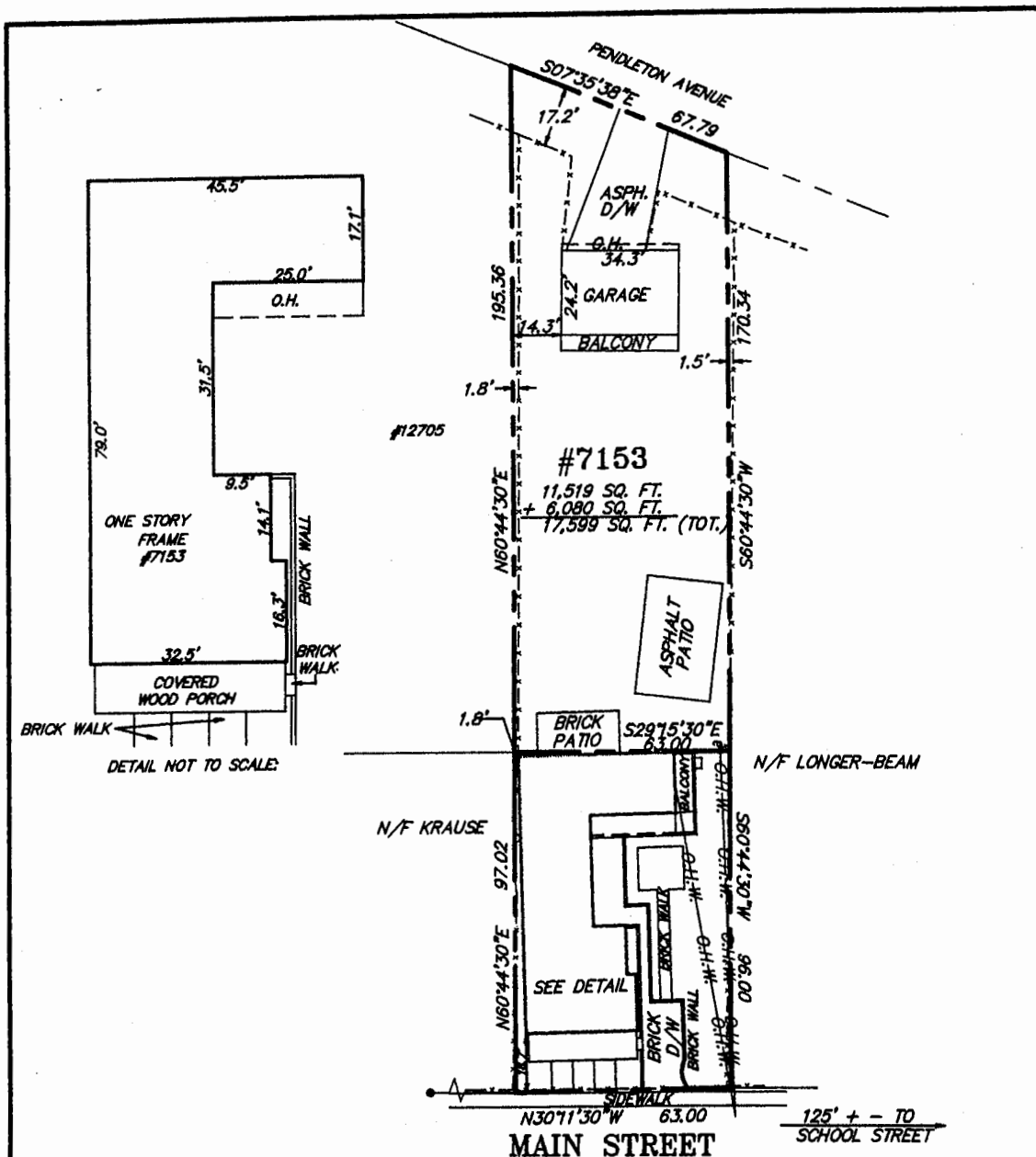
7153 Main St.  
 Clifton, NJ. 20124



\* Detail not to scale



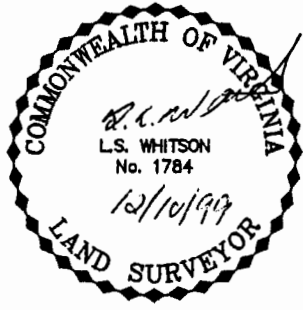
B+B Bedroom #1 - 13'x16'	=	208
B+B Bedroom #2 - 15'x11'	=	165
Dining Room - 9'x12'	=	228
Library - 17'x16'	=	272
		<u>873 sq feet</u>



**LEGEND**

- CHIM. = CHIMNEY
- B/W = BAY OR BOX WINDOW
- O.H. = OVERHANG
- C/S = CONCRETE STOOP
- = IRON PIPE FOUND

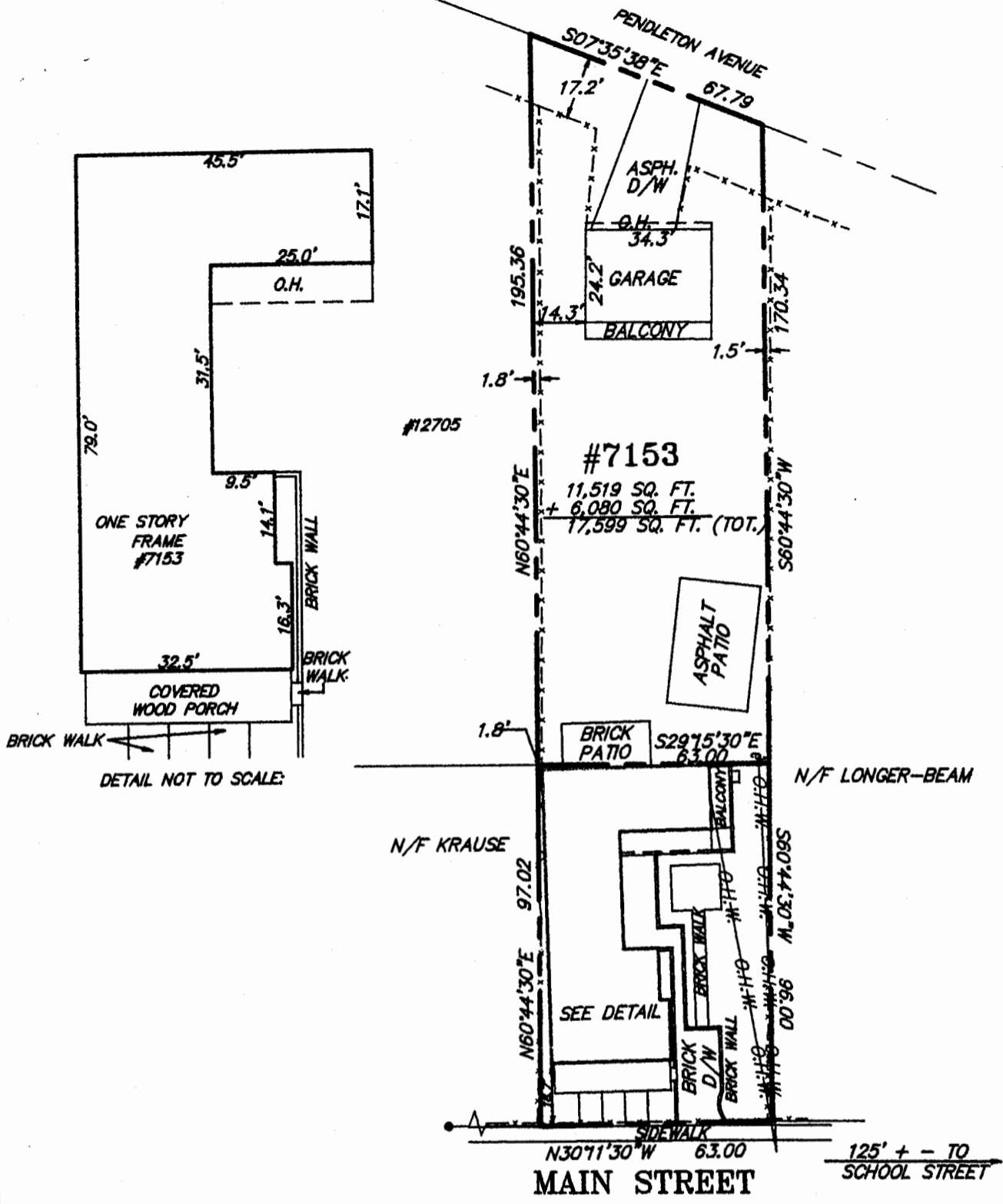
THIS SURVEY WAS ESTABLISHED BY TRANSIT AND TAPE AND UNLESS OTHERWISE SHOWN THERE ARE NO ENCROACHMENTS. NO TITLE REPORT WAS FURNISHED AND NO CORNER MONUMENTATION HAS BEEN SET UNLESS REQUESTED.



THIS IS NOT A BOUNDARY SURVEY. LOCATION OF DRIVEWAY AND FENCES ARE APPROXIMATE. THIS SURVEY DOES NOT DETERMINE THE OWNERSHIP OF FENCES. THIS PLAT IS NOT TO BE USED FOR CONSTRUCTION OF FENCES.

FLOOD NOTE:  
 THIS DWELLING IS NOT LOCATED IN A F.E.M.A. SPECIAL FLOOD HAZARD AREA.

<p><b>SAM WHITSON, L.S./LAND SURVEYING</b>          4302 EVERGREEN LANE, SUITE 202          ANNANDALE, VIRGINIA 22003          (703)-658-4070 FAX: (703)-658-4072</p>	<p><b>OWNER: WARREN</b>  <b>BUYER: GOLDSTEIN/HODGE</b>          W.O. #99-4307 CLIENT #BL99-2898</p>
---	---



**HOUSE LOCATION SURVEY**  
**#7153 MAIN STREET**  
**CLIFTON**  
**DEED BOOK 5375 PAGE 754**  
**SPRINGFIELD DISTRICT**  
**FAIRFAX COUNTY, VIRGINIA**

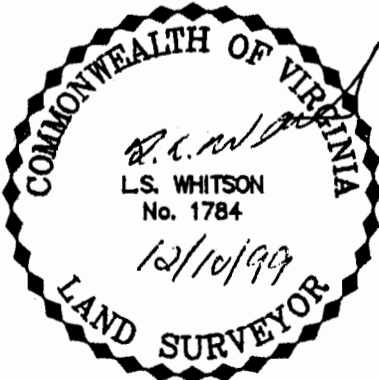
SCALE: 1" = 40' DATE: DECEMBER 10, 1999



**LEGEND**

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**SAM WHITSON, L.S./LAND SURVEYING**  
 4302 EVERGREEN LANE, SUITE 202  
 ANNANDALE, VIRGINIA 22003  
 (703)-658-4070 FAX: (703)-658-4072

**OWNER: WARREN**  
**BUYER: GOLDSTEIN/HODGE**

W.O. #99-4307 CLIENT #BL99-2898

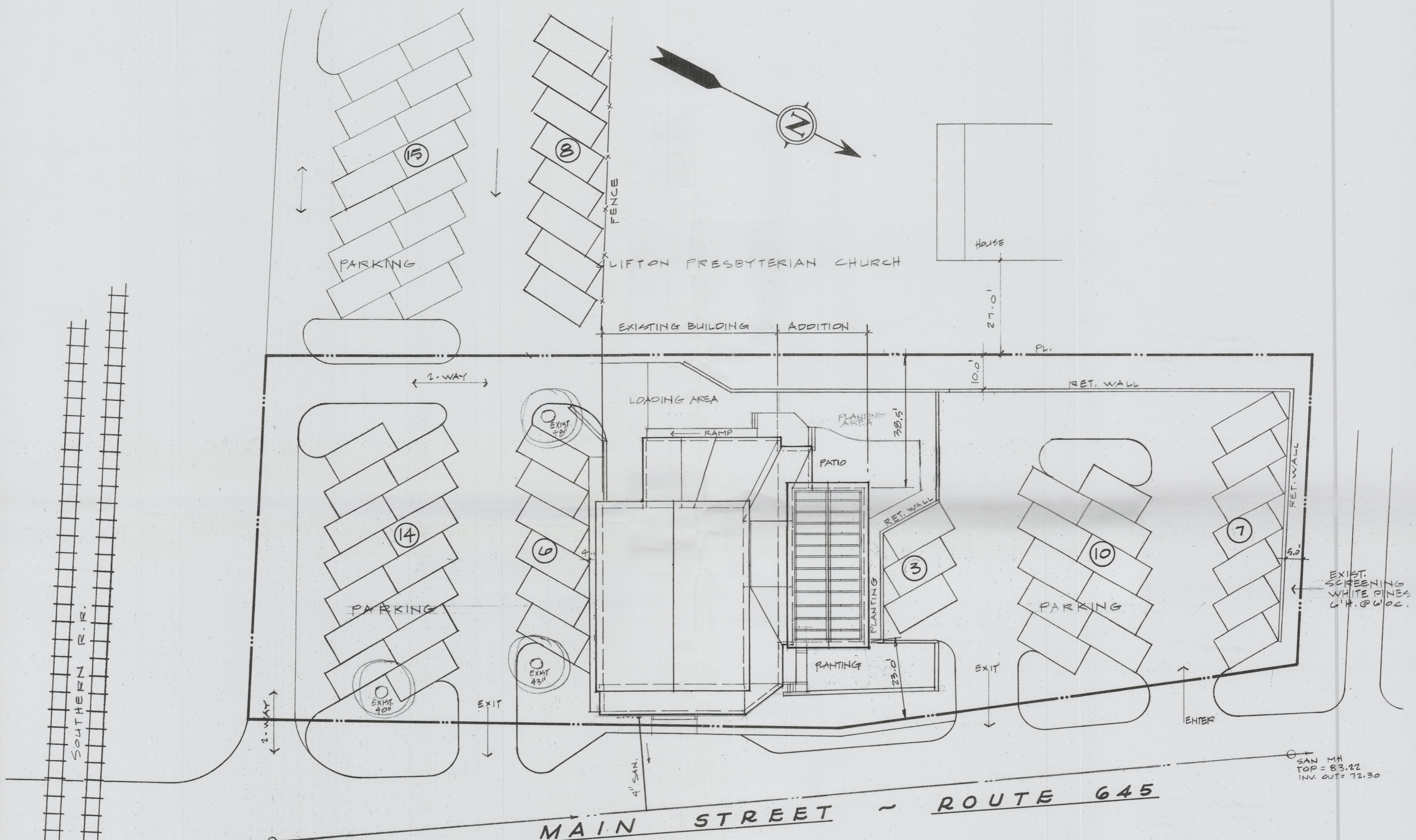


2.28.01  
2.13.01

JAMES HRICKO ARCHITECT  
7150 MAIN STREET CLIFTON VA 20124

LABORATORY ADDITION  
INITIA

1 OF 3



TOTAL PARKING SPACES = 63

BUILDING LOCATION / ROOF PLAN

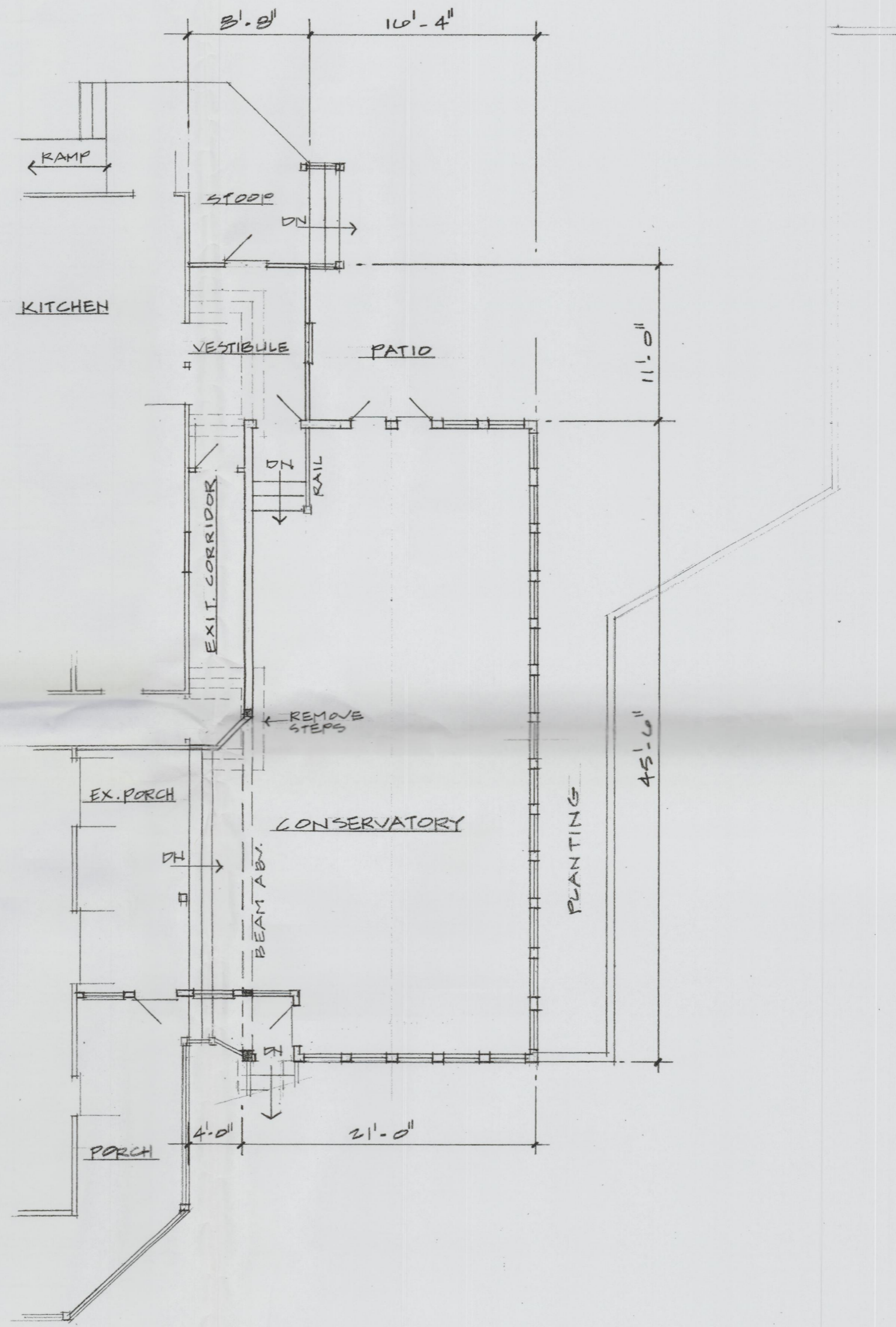
1" = 20.0'

605349



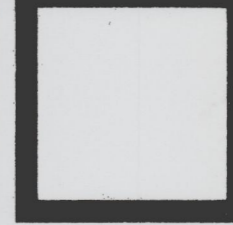






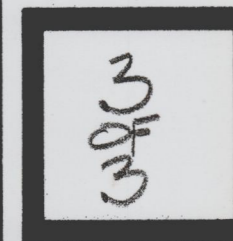
FLOOR PLAN  
 1/8" = 1'-0"

2-13-00  
 0-5-00



**JAMES HRICKO ARCHITECT**  
 7150 MAIN STREET CLIFTON VA 20124

THE HERMITY GARDEN ADDITION  
 CONSERVATORY  
 CLIFTON VA

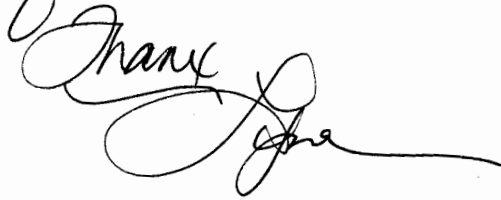




Pam.

3/24

This has been received per the last  
Tong Clifton Council Mtr. - Please  
let me know if you need any  
additional information.

Thank you  


# The Canary Cottage

Built in 1884, The Canary Cottage began as a General Mercantile Store and through the years has been occupied as a Saloon, Bakery, Grocery, Pool Hall, Cabinet Shop and Church. An addition was made in 1926, which served as a Barber Shop. The Building was completely restored in 1965 and renovated during 2000 by the "Hodgesteins". It will soon also be Clifton, Virginia's only Bed & Breakfast establishment.

"The Canary Cottage" 7153 Main St., PO Box 110,  
Clifton, Virginia 20124  
lghassoc@zrols.com (703) 322-1811



The Canary Cottage

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

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk: January 13, 2001

Town Clerk's Signature: \_\_\_\_\_

**Revised**

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: Steve Goldstein & Lynne Garvey Hodge

Name of Business (if Business Application): LGH, Inc.

Owner(s) of premises or business: Steve Goldstein & Lynne Garvey Hodge

Address of premises or business: 7153 Main St., PO Box 110, Clifton, VA 20124

**\*\*no client visits for this business!\*\***

Tax map number: 0754 02 0061 Zoning district:  Res  Comm  Other

Describe purpose of application: Use of the property at 7153 Main St.

Clifton, Virginia to allow for home office use: computer & book resource area

If business or home business, days & hours of operation: Monday – Friday – 9:00am – 5:00pm

If business or home business, number of employees: 2

   and square footage: 136 square feet; (portion of library which will also be shared space for the week-end B&B—see B&B floor plan)

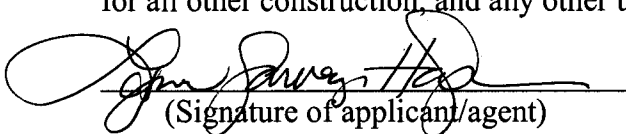
If business or home business, number of off-street parking spaces required: 0

If business or home business, describe operation: Management Development Consulting Practice; (space for at-home paper work needs, only—all other work conducted on-site at client locations)

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: 3,500 (including hallways)

Fee Enclosed: \$25.00 (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)



(Signature of applicant/agent)

Lynne Garvey Hodge, President, LGH, Inc.

\_\_\_\_\_  
(Signature of landlord/lessor)

7153 Main St., PO Box 110, Clifton, VA 20124

(Mailing address/Zip)

(703) 322-1811

(Telephone)

Rev. by Planning Commission, Sept., 2000.  
See Reverse for Filing Instructions

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk January 13, 2001

Town Clerk's Signature: \_\_\_\_\_

**Revised**

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Name of Applicant: Steve Goldstein & Lynne Garvey Hodge

Name of Business (if Business Application): The Canary Cottage

Owner(s) of premises or business: Steve Goldstein & Lynne Garvey Hodge

Address of premises or business: 7153 Main St., PO Box 110, Clifton, VA 20124

Tax map number: 0754 02 0061 Zoning district:  Res  Comm  Other

Describe purpose of application: Use of the property at 7153 Main from solely residence to an "in home" "bed & breakfast" business. The Canary Cottage will be a traditional "bed & breakfast" which will provide two (2) comfortable lodging rooms in our private home. The Canary Cottage will not be a hotel or motel, but will be first & foremost our home. Our guests will be expected to keep noise to a minimum. Loud music, partying, slamming of doors, etc. will be forbidden. Shoes & shirts will be required at all times outside of lodging rooms. Parking will be provided in our property's driveway off Pendleton St. Unloading on Main St. will be allowed to off-load luggage. We will operate on weekends only. Smoking will be prohibited on our property as will the consumption of alcohol

If business or home business, days & hours of operation: Friday, 5:00pm – Monday, 9:00am

If business or home business, number of FT employees: 1 or 2 residents, as necessary and square footage: for dedicated Bed & Bath: 373 square feet; Shared space: 500 square feet; (total = 873 square feet; under 25% requirement)

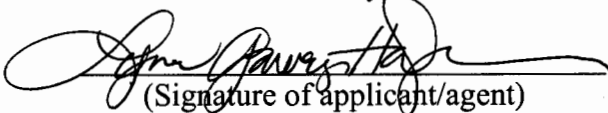
If business or home business, number of off-street parking spaces: 2 screened spaces  
If business or home business, describe operation: A traditional 2 room "bed & breakfast" in a private home. (see above)

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: 3,500 (including hallways)

Fee Enclosed: \$25.00 (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

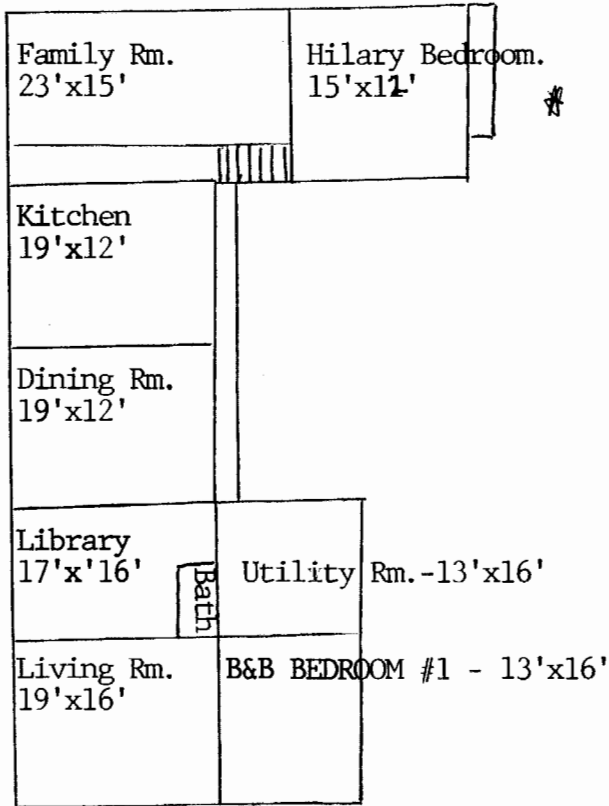
**\*\*Please allow 120 days in which to seek & secure lot line adjusment\*\***

  
(Signature of applicant/agent)

\_\_\_\_\_  
(Signature of landlord/lessor)

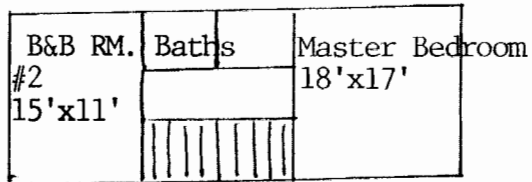
7153 Main St., PO Box 110, Clifton, VA 20124  
(Mailing address/Zip)  
(703) 322-1811  
(Telephone)

1st Floor



\*\*Detail not to scale"

2nd Floor



B&B Bedrm. #1 - 13'x16' = 208  
 B&B Bedrm. #2 - 15'x11' = 165  
 Dining Room-17'x16' = 228@50% = 114  
 Kitchen-19'x12' = 228 @50% = 114  
 Library-17'x16'=272

TOTAL = 873 square feet

**ADDENDUM:**

**February 14, 2001**

**TO: Clifton, Virginia Planning Commission**

**FROM: Lynne Garvey Hodge & Steve Goldstein**

**IN RE: "Canary Cottage" B&B Application: 7153 Main St., Clifton,  
VA**

**Homeowner agrees to seek lot line adjustment to equal one lot (vs. possible formal documentation of two) at 7153 Main St., Clifton, Virginia with Fairfax County, Virginia within the next 60 days.**

MLS#: FX3604048

Short Listing

7153 MAIN ST, CLIFTON, VA 20124

STATUS: ACTIVE

Ownership: Fee Simple, Sale

Legal Subdiv: CLIFTON

Advertised Subdiv: CLIFTON

Lot- SF: 17594

Lot- Acres: 0.40

#Lvs: 2 #Fpls: 3

Main Entrance:

TOTAL MAIN UPR1

BR: 4 BR: 2 BR: 2

FB: 3 FB: 1 FB: 2

HB: 1 HB: 1 HB:

Main: Living Room, 19 X 16

Main: Dining Room, 19 X 12

Main: Family Rm, 23 X 15

Main: Kitchen, 19 X 12

Lot/Block/Square: 61&62B

Style: Cape Cod

Type: Detached

THType:

UPR2 UPR1

BR: BR: BR:

FB: FB: FB:

HB: HB: HB:

Upper 1: Bedroom-Master, 18 X 17

Upper 1: Bedroom-Second, 15 X 11

Main: Bedroom-Third, 13 X 16

Main: Bedroom-Fourth, 15 X 12

LIST PRICE: \$489,000

Classification: Residential

List Type: Excl. Right

Old Map: NA

TBM Map: 1062A5

Area: 10-7

Age: 115

Year Built: 1884

Finished SF: 0

SCHOOLS

ES: CLIFTON

MS: ROBINSON

HS: ROBINSON

Main: Library, 17 X 16

Basement: NO

Parking: Garage, Garage Type- Detached

Heat: Forced Air, Heat Pump(s), Wood Burn Stove, Zoned, Electric, Oil

Cool: Central A/C, Heat Pump(s), Electric

TV/Cable/Comm:

INTERIOR: Dishwasher, Disposal, Dryer, Exhaust Fan, Freezer, Icemaker, Oven-Double, Oven/Range-Gas, Refrigerator, Six burner stove, Washer, Auto Gar Dr Opn, Built-in Bookcases, Drapes/Curtains, Entry Lvl BR, MBR-BA Full, Shades/Blinds, Wood Floors, Wd Stove Insr, Den/Stdy/Lib, Family Room, In-Law/auPair/Ste, Laundry-Kit Lvl, Lndry-Sep Rm, Main Lvl BR, Mud Room, Storage Room, Utility Room, Breakfast Room, Fam Rm Off Kit, Kit-Country, Kit-Table Space, Sep Dining Rm, Beamed Ceilings, Cathedral Ceilings, 9'+ Ceilings, Vaulted Ceilings, Atrium Doors, French Doors, Six Panel Doors

EXTERIOR: Wood, Metal, Balcony, Deck, Fenced - Fully, Patio, Porch-front, Landscaping, Carriage House, Office/Studio, Garden/Lawn

REMARKS: Remarkable historical home dating back to 1880's! Over 3,600 SF. Detached 2-story garage/carriage house, brick courtyard, mature landscaping. Gorgeous inside & out! High ceilings, wood floors, character, nooks & crannies. Master suite w/fireplace & private bath. This home shows like "House Beautiful". Possible B&B. Call owner or agent for appt. Easy to show. Right in heart of Clifton

DIRECTIONS:

Broker: LONG & FOSTER REAL ESTATE, INC.

Listing Agent: TAYA ABBOTT

Brkr Code: LNG93

Agt Office: (703)502-8500

Pager:

Agt Office: (703)502-8500

Home: (703)222-5955

Cell:

Home: (703)222-5955

Alt Listing Agent: KEITH ABBOTT

Show Instructions: Appt Only-Lister, Appt Only-Owner/Contact, 9 AM-7 PM, All Days

Owner: WILLIAM WARREN & LORETTA WARREN

Showing Contact: WARREN FAMILY & TAYA/KEITH ABBOT

SubComp: 3%

BuyComp: 3%

Add'l:

Dual: Y

DesR: Y

VarC: N

Disclosures: Prop Disclaimer

Documents:

Cur Finance Type: Conventional

New Finance Types:

WATER Access: N Front: N View: N Dock: N

Property Condition: Shows Well

Possession: Settlement



TAYA & KEITH ABBOTT

Founder's Club

Direct Line: 703/222-5955

Office: 703/502-8500

FAX: 703/502-0676

Toll Free: 800/762-0821 Ext. 105

Email: abbottsold@aol.com

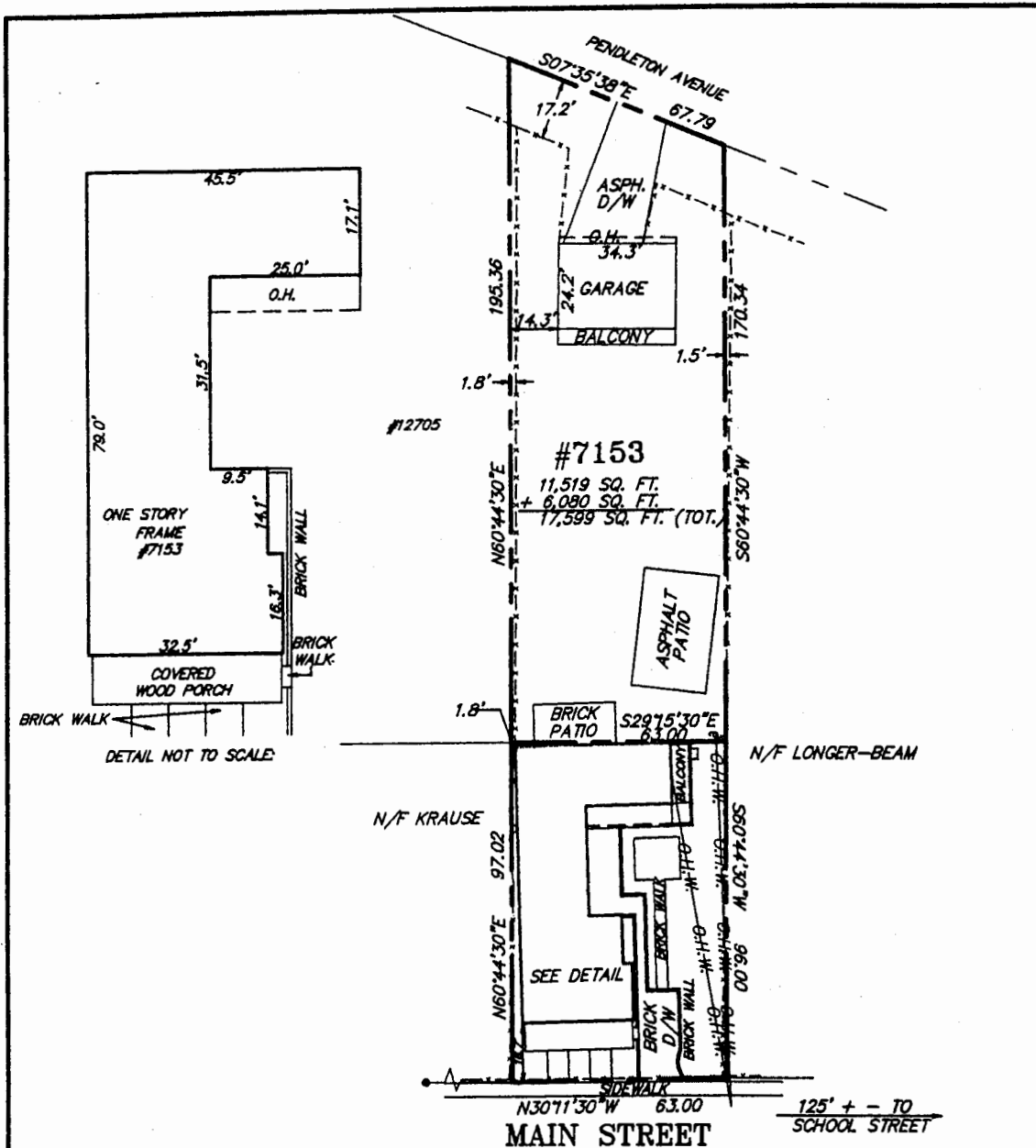
Visit Our Web Site:

www.abbottsold.com

CLIFTON/FAIRFAX STATION OFFICE

7137 Main Street / Clifton, Virginia 20124





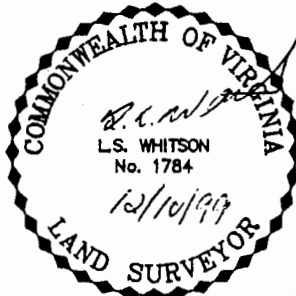
HOUSE LOCATION SURVEY  
 #7153 MAIN STREET  
 CLIFTON  
 DEED BOOK 5375 PAGE 754  
 SPRINGFIELD DISTRICT  
 FAIRFAX COUNTY, VIRGINIA  
 SCALE: 1" = 40' DATE: DECEMBER 10, 1999



**LEGEND**

- CHIM. = CHIMNEY
- B/W = BAY OR BOX WINDOW
- O.H. = OVERHANG
- C/S = CONCRETE STOOP
- = IRON PIPE FOUND

THIS SURVEY WAS ESTABLISHED BY TRANSIT AND TAPE AND UNLESS OTHERWISE SHOWN THERE ARE NO ENCROACHMENTS. NO TITLE REPORT WAS FURNISHED AND NO CORNER MONUMENTATION HAS BEEN SET UNLESS REQUESTED.



THIS IS NOT A BOUNDARY SURVEY. LOCATION OF DRIVEWAY AND FENCES ARE APPROXIMATE. THIS SURVEY DOES NOT DETERMINE THE OWNERSHIP OF FENCES. THIS PLAT IS NOT TO BE USE FOR CONSTRUCTION OF FENCES.

FLOOD NOTE:  
 THIS DWELLING IS NOT LOCATED IN A F.E.M.A. SPECIAL FLOOD HAZARD AREA.

SAM WHITSON, L.S./LAND SURVEYING  
 4302 EVERGREEN LANE, SUITE 202  
 ANNANDALE, VIRGINIA 22003  
 (703)-658-4070 FAX: (703)-658-4072

OWNER: WARREN  
 BUYER: GOLDSTEIN/HODGE  
 W.O. #99-4307 CLIENT #BL99-2898

# s a m p l e

February 21, 2001

Tom & Marilyn Barton  
12705 Chapel Rd.  
PO Box 121  
Clifton, VA 20124

Dear Neighbor,

Please note that the Clifton Planning Commission is meeting this coming Monday, February 26, 2001 at the Town Hall at 7:30pm. Please note that on the Agenda for this meeting is the discussion of a Bed & Breakfast at 7153 Main St., Clifton, VA, "The Canary Cottage". In keeping with the Bylaws of the Town of Clifton you are hereby given notice of this meeting—I encourage you to please attend and review the attached letter that has been given to the Town Council & Planning Commission. Please let me know if I can answer any questions for you before then. Thank you.

Lynne Garvey Hodge  
7153 Main St., Clifton, VA 20124  
(703) 322-1811  
lghassoc@erols.com

Minutes  
Clifton Town Council Meeting  
Tuesday, April 3, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve March 6, 2001, Town Council minutes with the following corrections: under item 6, delete the sentence "We are now actually in violation by using it for public events and meetings, and increasing our liability." Change the next sentence to read: "Motion made to discontinue use of old Town Hall for public meetings until issues are resolved". Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

2. Treasurer's report: Marilyn Barton. Marilyn has sent second notices out on outstanding BPOL payments. At next Town Council meeting there will be a discussion on how Community Hall records submitted to Marilyn coincide with Margo's records of revenue. Motion to approve Treasurer's report. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

3. 2002 Budget: requests over \$500 must be brought up before Council. May Town Council meeting will address draft of '02 budget, and a public hearing will be held in June. The next fiscal year will begin July 1, 2001.

4. Planning Commission: Mike Booth

a. Public hearing on Hodge/Goldstein permit: no comments. Planning Commission approved lot line consolidation. Use permit also approved by Planning Commission. A plat will be needed to unify the two lots recorded in land records. The deed with the Clerk of the Court will state that this has taken place. Motion made to approve and issue use permit with record plat, signed by Mike Booth as recommended by Planning Commission. Town Clerk will receive this documentation and issue use permit. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. Motion made to approve Benefit Management use permit with provision of two parking spaces and no client visits. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

c. CBA use permit to put addition on back of barn. Since this is an issue that might have to be reviewed first by BZA, the discussion will be continued at a later date.

d. R/L use permits concerning two houses on two lots above Clifton Creek Road (Lot 3 A-1 and Lot 3 A-2). Since this property is partially inside and partially outside town limits, Mike will set up a meeting with the county. Another issue to discuss is the access to these properties, either through Clifton Elementary School, or through Wesley-Tyler Drive. The two houses would share one driveway.

5. ARB: report will be given in May. Laura Harrington mentioned that both Water Street houses have been approved. The design for the glass conservatory addition to the Hermitage Inn Restaurant was not accepted; the design needs to be scaled down.

6. Neighborhood Watch: a police officer will be present to explain and discuss at 6:30, prior to the May Town Council meeting. Margo Buckley and Judy McNamara would like to help organize and participate in the training for this safety project.

7. Discussion of use for old Town Hall: building is not structurally sound. Flooring is weak and the hot water tanks have to be replaced. To be used as a public facility, this building would need a second floor outside entrance, the doors widened, and ADA bathrooms. A special Town Hall Committee was formed with Margo Buckley, Jimmy Chesley, Joe Bertone, Royce Jarrendt, and a representative from the CBA. These members will study the house with a structural engineer to better assess its present condition and immediate needs. Wayne Nickum mentioned the idea of using the upstairs for the storage of town records, and renting the downstairs as an office.

8. It was announced that the next meeting of the Hemlock Overlook Task Force, with representatives from the Park Service and George Mason, will be held on April 24, 2001.

9. Dates for the mowing, trimming and cleaning up of Ayre Square and the Gazebo Park will be April 15 through October 15. The group we used last year at \$150 per mow, is highly recommended. Motion to accept this group with the provision that an insurance rider be included, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Boy Scout Troop #1104 will be participating in three town projects:

- a. Construction of a large, two-tiered, 32' long planter to be installed by Long and Foster
- b. Building of steps and planters from Clifton Hts. path to Baptist Church parking lot
- c. Removal of railroad ties from Clifton Road triangle and replacing with pressure treated ties

11. Farmer's Market update: Deb Dillard. Rate change will be \$100 per season for farmers, \$150 per season for crafters, and \$10 per week for groups such as Boy Scouts and Girl Scouts. Deb's only expenses will be a new sign at Clifton and Braddock Roads, and a new banner for the entrance to the market. Rick Dygve will be contacted pertaining to an insurance rider for the market.

12. Clifton Spring Clean Up day will be April 28, 2001, from 9-4:30, with raindates scheduled for April 29 and May 5.

13. Mayor Chesley mentioned idea of linking up with a special popcorn vendor and a bread maker booth, both of whom would be willing to donate 15% of their sales to the town on Clifton Day. Motion made for the town to participate in fund raising efforts on town owned railroad sites and old Town Hall property, with no direct competition with CBA vendors and their efforts to raise funds. Motion passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

14. Discussion of ways to finance printing of new edition of Brigadoon in Virginia, which will include a new chapter by author Nan Netherton. More information is needed regarding ways the town can raise the necessary funds for this project.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

April  
T.C.  
MAG

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business   
Date Submitted to Town Clerk 3/15/01  
Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: RJL ASSOCIATES, INC.

Name of Business (if Business Application): RJL ASSOCIATES, INC.

Owner(s) of premises: Wesley Tyler Rd

Address of premises: Clifton, VA 20124

Tax map number: 75-4-((2))3A-1 Zoning district:  Res  Comm  Other

Describe purpose of application: CONSTRUCT NEW HOME

If business, days & hours of operation: N/A

If business, number of employees: N/A and square footage: N/A

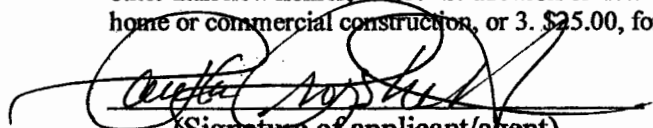
If home business, gross sq. footage of dwelling: N/A

If business, describe operation: N/A

If business, attach building layout. Otherwise, attach copy of plat of premises.

Number of off-street parking spaces: N/A

Fee Enclosed \$250 - (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00 2. \$250.00, for new home or commercial construction, or 3. \$25.00, for all other construction, and any other use permit)

  
(Signature of applicant/agent)

\_\_\_\_\_  
(Signature of landlord/lessor)

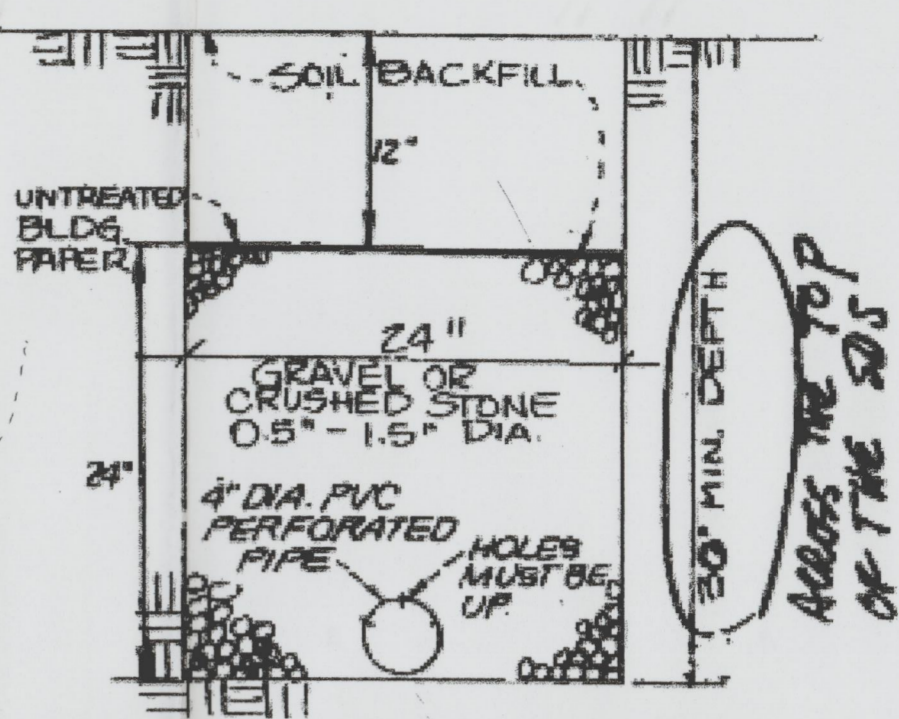
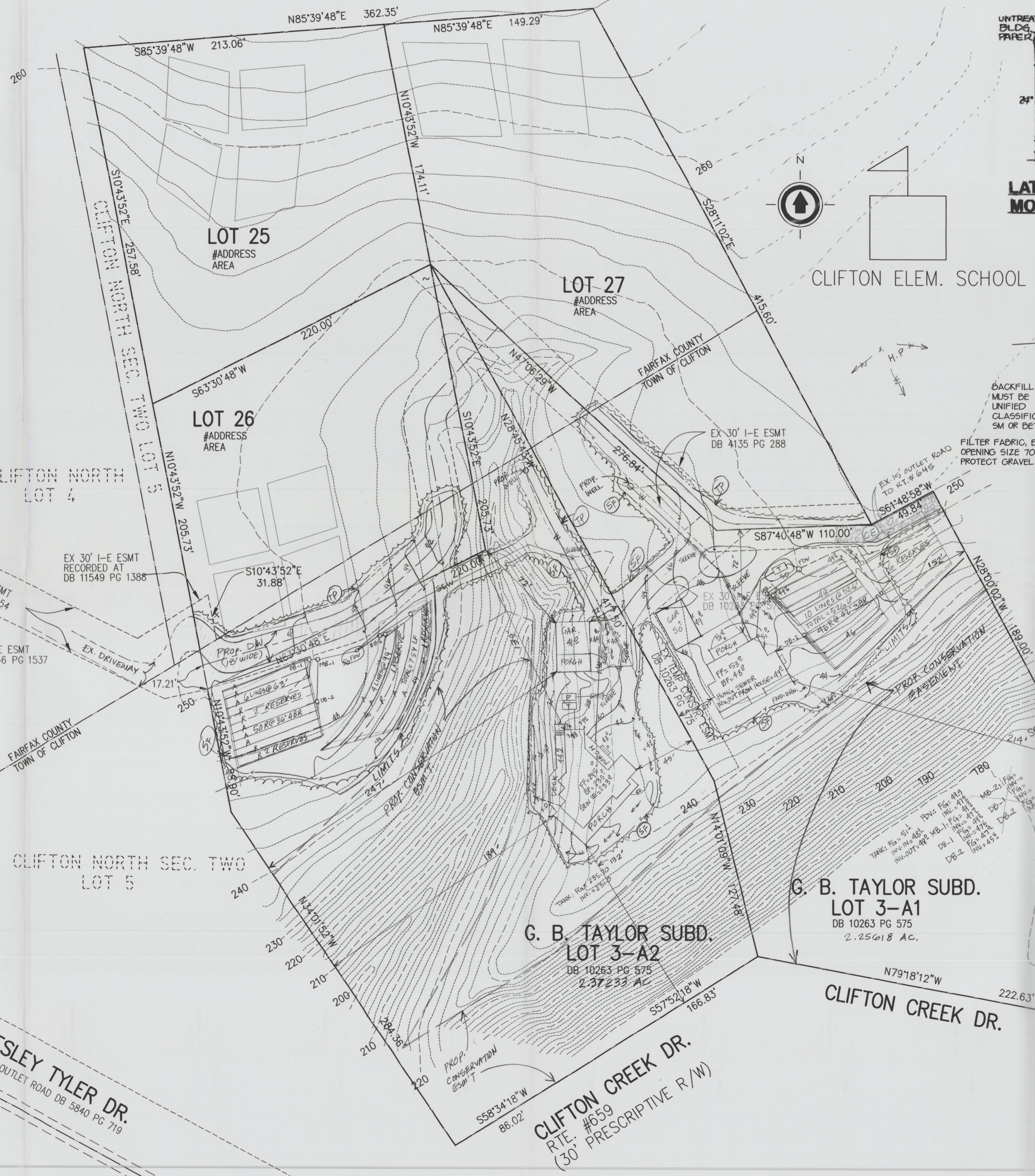
9489 SILVER KING CT.  
(Mailing address/Zip)  
FAIRFAX, VA 22031

703-352-4100  
(Telephone)



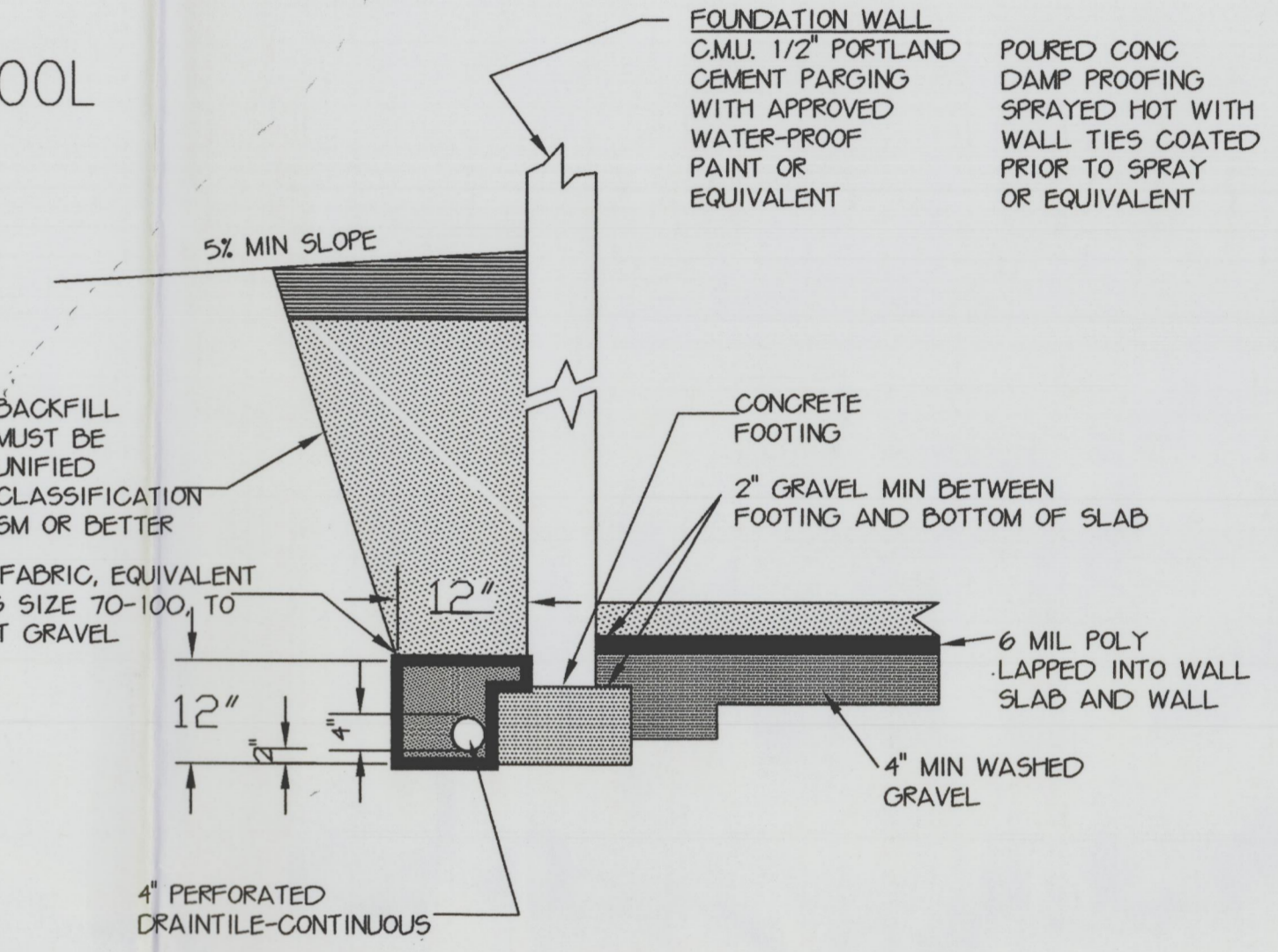
**LEGEND**

- 402 — EXISTING CONTOUR
- 400 — PROPOSED CONTOUR
- ~ ~ ~ EXISTING TREELINE
- ☼ LIMITS OF CLEARING
- ▬▬▬ LIMITS OF CONSTRUCTION
- F.D. — DRAIN PIPE
- x — x — SILT FENCE
- TP — TREE PROTECTION
- CE — TEMP. CONSTR. ENTRANCE



**LATERAL GROUNDWATER MOVEMENT INTERCEPTOR**

NTS (LGM I)

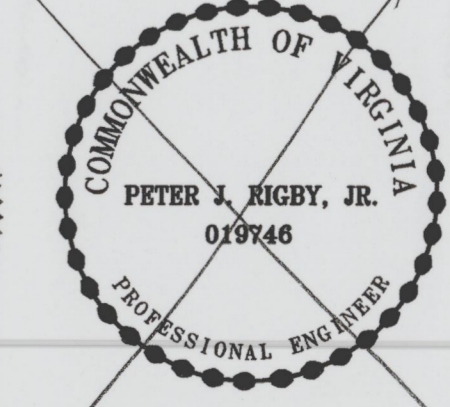
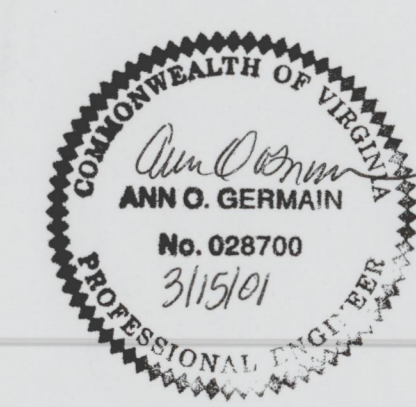


**TYPICAL FOUNDATION DRAIN**

NTS.

**NOTES:**

1. LOTS 25, 26 & 27 ARE RECORDED IN THE LAND RECORDS UNDER DB 4135 PG 288. LOTS 3-A1 & 3-A2 ARE RECORDED IN THE LAND RECORDS DB 10263 PG 575.
2. THE PROPERTY DELINEATED ON THIS PAGE IS LOCATED ON FAIRFAX COUNTY TAX MAP# 75-4 ((2)) LOTS 3A1 AND 3A2.





# R. J. L. ASSOCIATES, INC.

BUILDERS AND DEVELOPERS

March 15, 2001

Ref: Taylor Property Lot 3A-2  
Clifton, VA 20124

Enclosed for review is a plan for a home to be built on the above referenced lot and the \$25.00 fee. The lot falls within the Town's RMA.

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business   
Date Submitted to Town Clerk 3/15/01  
Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: RJL ASSOCIATES, INC.

Name of Business (if Business Application): RJL ASSOCIATES, INC.

Owner(s) of premises: \_\_\_\_\_

Address of premises: Wesley TYLER Rd Clifton VA 20124

Tax map number: 75-4-(12)3A-2 Zoning district:  Res  Comm  Other

Describe purpose of application: CONSTRUCT NEW HOME

If business, days & hours of operation: N/A

If business, number of employees: N/A and square footage: N/A

If home business, gross sq. footage of dwelling: N/A

If business, describe operation: N/A

If business, attach building layout. Otherwise, attach copy of plat of premises.

Number of off-street parking spaces: N/A

Fee Enclosed \$250 - (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00 2. \$250.00, for new home or commercial construction, or 3. \$25.00, for all other construction, and any other use permit)

[Signature]  
(Signature of applicant/agent)

\_\_\_\_\_  
(Signature of landlord/lessor)

9489 SILVER KING CT.  
(Mailing address/Zip)

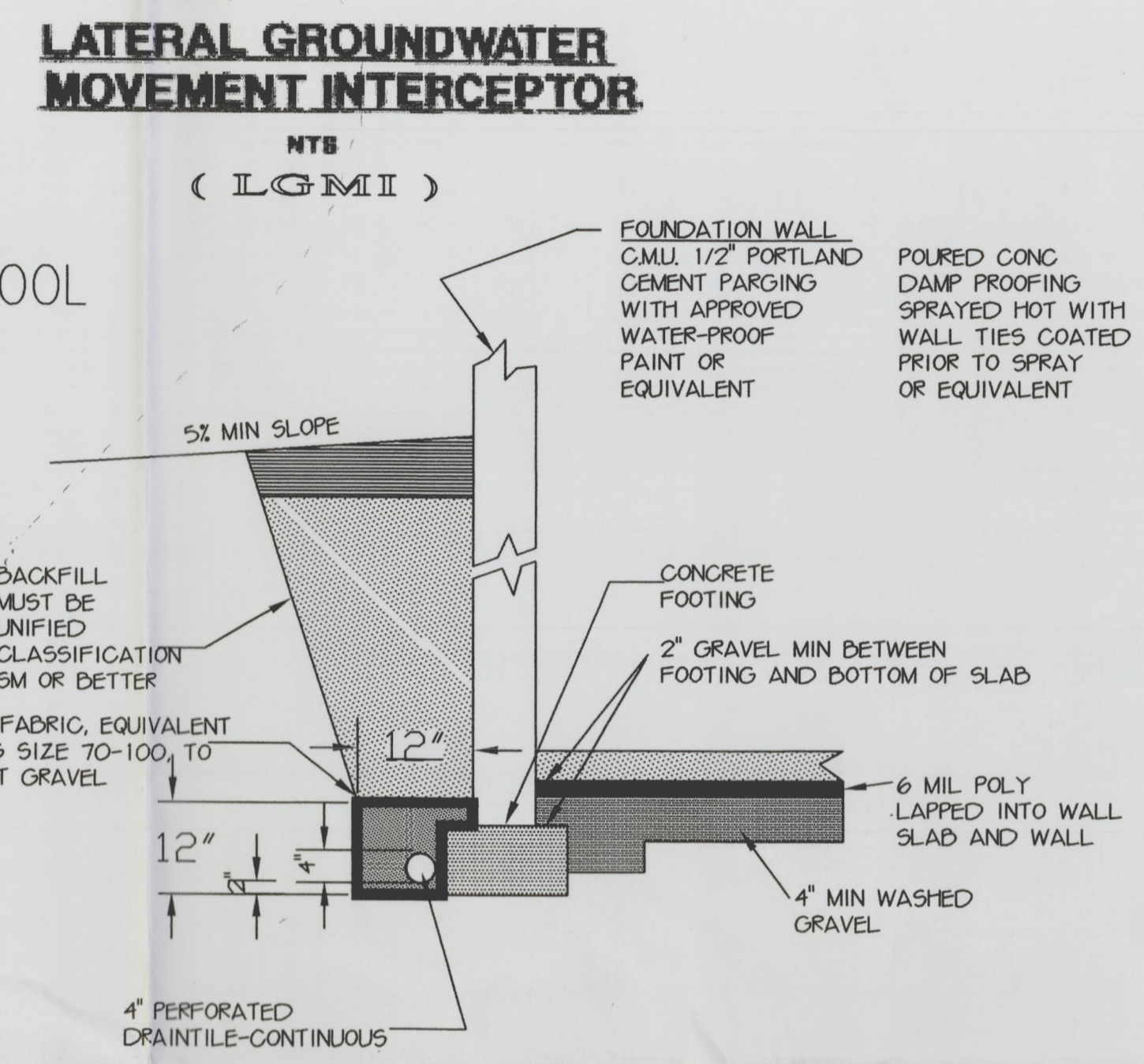
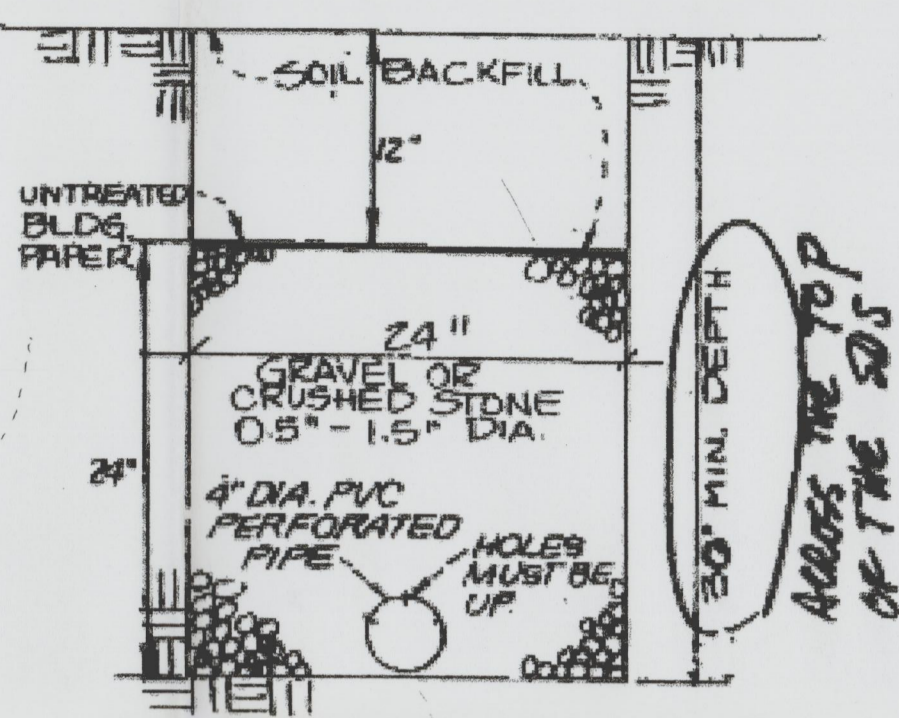
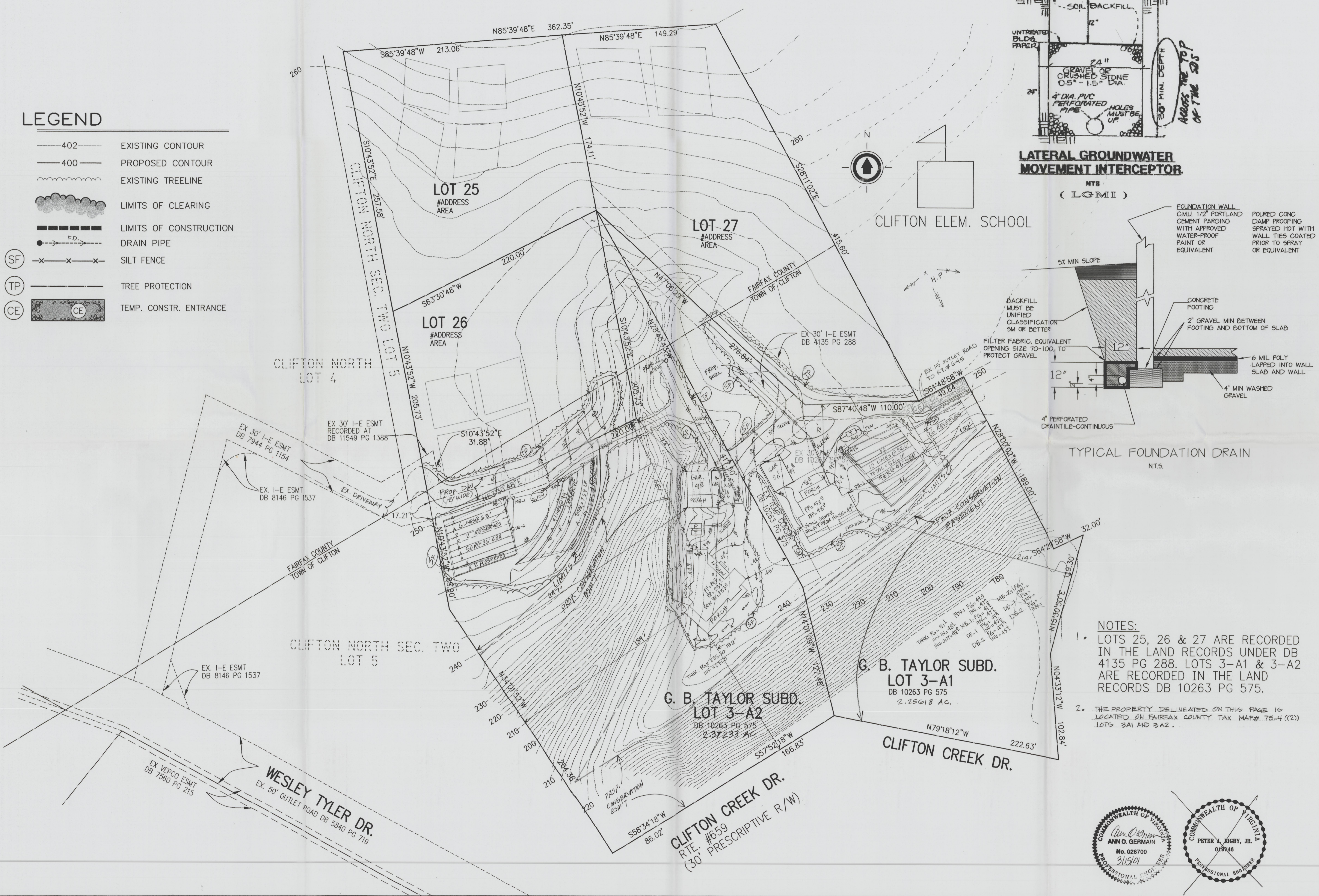
FAIRFAX VA 22031

703-352-4100  
(Telephone)



# LEGEND

- 402 — EXISTING CONTOUR
- 400 — PROPOSED CONTOUR
- ~ ~ ~ EXISTING TREELINE
- LIMITS OF CLEARING
- LIMITS OF CONSTRUCTION
- DRAIN PIPE
- SILT FENCE
- TREE PROTECTION
- TEMP. CONSTR. ENTRANCE



- NOTES:**
- LOTS 25, 26 & 27 ARE RECORDED IN THE LAND RECORDS UNDER DB 4135 PG 288. LOTS 3-A1 & 3-A2 ARE RECORDED IN THE LAND RECORDS DB 10263 PG 575.
  - THE PROPERTY DELINEATED ON THIS PAGE IS LOCATED ON FAIRFAX COUNTY TAX MAP# 75-4 (22) LOTS 3A1 AND 3A2.

**PACIUCCI**

**SIMMONS & ASSOCIATES**  
Established 1777

Engineers  
Planners  
Surveyors  
Landscape Architects  
Wetland Specialists  
Environmental Scientists

11212 Waples Mill Road  
Suite 100  
Fairfax, VA 22030-7404  
PH 703.934.0800  
FX 703.934.9787  
EM psaltd@aol.com

**TAYLOR PROPERTY**  
SPRINGFIELD DISTRICT  
FAIRFAX COUNTY, VIRGINIA

**HOUSE DEVELOPMENT PLAN**

COPYRIGHT 1998  
NO REPRODUCTION OR USE OF THIS DRAWING IS ALLOWED IN PART OR IN WHOLE BY ANY PROCESS WITHOUT WRITTEN AUTHORIZATION FROM PACIUCCI SIMMONS AND ASSOCIATES.

SCALE: 1"=40'

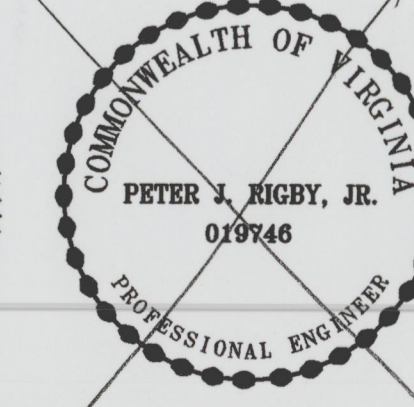
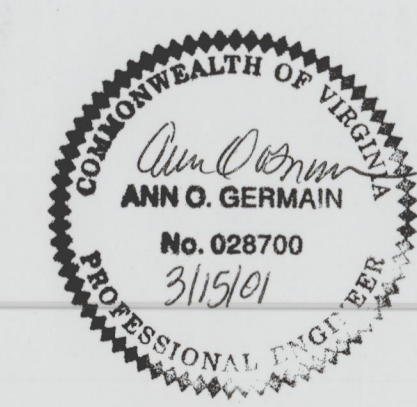
DATE: 10-25-00

DRN: HI

CKD: PR/MWB

SHEET 2 OF 2

FILE NO: OOF



J:\ACAD\3265\HP\3265sheet2.dwg Tue Mar 06 08:34:20 2001 PSA Standard Plotter (B111.R)



TOWN OF CLIFTON, VIRGINIA

APPLICATION FOR USE PERMIT - HOME AND COMMERCIAL (BUSINESS)

For Revisions only:

Date/# of Current Application: / /19 ;No. \_\_\_\_\_

\_\_\_\_\_, 19\_\_\_\_  
(Date submitted to  
Secy of PC)

\_\_\_\_\_, 19\_\_\_\_  
(Date submitted to  
Town Clerk)

The undersigned hereby applies for a Business Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

(See reverse side for filing instructions)

- Name of Applicant: Benefit Management Corporation
- Relationship of applicant to premises: owner  lessee
- Name of Business: Benefit Management Corporation
- Owners(s) of premises (other than applicant): Golden Phoenix L.P.
- Address of premises: 7145 Main St., 2nd floor front office
- Tax map number: 75-4((2))-30
- Zoning District (check one): Res  Comm  Indust  Agric
- Hours/Days of Operation: Monday - Friday, 8 a.m. - 6 p.m.
- No. of Employees/Attendants, incl. Owner(s): 3 (no more than 2 at a time)
- Square Footage of space allocated for business: 425
- If Home Business, % of gross floor space of dwelling used: -
- Location of area allocated to business: -
- Number of off-street parking spaces (See Sec. 9-13): 3
- Describe business operation: business office - most appointments at clients
- Copy of plat attached of above premises for home business: yes no   
on file
- Copy of building layout attached for bus. in comm. zone: yes  no
- Fee Enclosed (\$25.00):  Check  Cash
- Restrictions: \_\_\_\_\_

The above use is found to be in conformity with the provisions of the Clifton Town Ordinances.

On the serving of a notice by the Town Council of any violation of any such provisions or requirements with respect to any building or the use thereof, or in the use of land, this Use Permit shall become null and void as provided in the Clifton Town Ordinances, Chapter 1, Section 16 and Chapter 9, Section 14, and a new Use Permit shall be required for any further use of such building or land.

Bret Fields  
(Signature of applicant/agent)

Shelton C. Hoffmann, General Partner  
(Signature of landlord/lessor)

7614 TIFFANY CT  
(Mailing address/zip)

CLIFTON, VA 20124  
703 502 8561  
(Telephone)



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[Signature]  
(Signature of applicant/agent)

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Minutes  
Clifton Town Council Meeting  
Tuesday, April 3, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve March 6, 2001, Town Council minutes with the following corrections: under item 6, delete the sentence "We are now actually in violation by using it for public events and meetings, and increasing our liability." Change the next sentence to read: "Motion made to discontinue use of old Town Hall for public meetings until issues are resolved". Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

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6. Neighborhood Watch: a police officer will be present to explain and discuss at 6:30, prior to the May Town Council meeting. Margo Buckley and Judy McNamara would like to help organize and participate in the training for this safety project.

7. Discussion of use for old Town Hall: building is not structurally sound. Flooring is weak and the hot water tanks have to be replaced. To be used as a public facility, this building would need a second floor outside entrance, the doors widened, and ADA bathrooms. A special Town Hall Committee was formed with Margo Buckley, Jimmy Chesley, Joe Bertone, Royce Jarrendt, and a representative from the CBA. These members will study the house with a structural engineer to better assess its present condition and immediate needs. Wayne Nickum mentioned the idea of using the upstairs for the storage of town records, and renting the downstairs as an office.

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14. Discussion of ways to finance printing of new edition of Brigadoon in Virginia, which will include a new chapter by author Nan Netherton. More information is needed regarding ways the town can raise the necessary funds for this project.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

T.C.

\* Give Bill Specifics of party on May 11th

4/3/01 (1)

① Minutes #6

(omit) →

plus chg. present to not use -

\* Approval w/ chgs.

\* (see Rod's notes)

② Treasurer's report: M. Barton  
Another notice → outstanding BPL

Do Marilyn's Comm. Hall records of revenue coincide with Margo's?? - Marilyn will give T.C. specifics next T.C. mtg. in May

[ \$75.00 / how to rent hall ]  
Many think it's too exorbitant

Motion to approve: unanimous

③ '02 Budget  
Let M. Barton know before May mtg. > owe \$500 > must be by then before T.C.

703' 841' 7768

ext 226  
Marilyn's voice mail

\* Groups should work up a budget

Public hearing > M.M.P. May - discussion

~~④~~

⑤

draft '02 budget

Public hearing > June

(fiscally begins July 1st) \* before July 1st > adopt

(2)

(4) Planning Commission  
public hearing - Hodge / Goldstein  
no comment

(a) PC > approval 1st line consolidation

Use permit approved

Deed recorded? Clerk of the Court?

\* Plat needed to unify (2) lots  
recorded in land records

\* Deed w/ clerk's stamp that this has  
taken place

Clerk of the Court

\* Motion to approve & issue use permit  
w/ recorded plat, signed by Mike Proxa  
to recommend to P.C.

provide to me - I will write  
permit

approve

~~\_\_\_\_\_~~ (6) Benjifin Mst

↓  
approve w 2 phy opens no  
client visits →

(2)

variance requested } to put addition on  
back of fence  
(Might have to first  
go to ZLA)

(C) Flood Plain  
↓

(CBA) request for use permit  
↓  
Discussion  
to be continued

(d) 297: home on 2 lots - abnrd  
Cliff Cr. Rd.

- 1) 3A-1
- 2) 3A-2

Partially in, partially outside the  
limits

Mike will set up mtg w/ County -  
Answer

Issue: ~~the~~ access from  
Schon or Wesley/Tyler

through easement to  
corner driveways -

[Only 2 homes → <sup>per</sup> 1 shared driveway]

noise ~~raised~~ } public noise  
allowed

↓  
C1



(4)

(5)

(ARB)

→ \* trace to May

Water St house → both approved

\* Voted down addition to Hermitage  
(conservatory)  
to be scaled down

(6) Neighborhood Watch

With Motion to participate  
down ~~Walter Williams~~

(6:30) Next Mon a police  
officer will come to discuss

Anyone interested in watch,  
more info

↓  
officer will hopefully tell  
no more

Training? to be provided

[Margot & Judy will participate]

(7)

Tom office / <sup>Old</sup> Tom Hall issue

Mike Garcia

Use: residential? public?

Not structurally sound → \* must be done  
1st!!  
esp. front floor - new work for to done /  
replace hot water tanks. etc.



Better use → office bldg. - ok as a residence  
Not public facility.

- 2nd floor outside entrance → access
- doors widened
- ADA bathroom

Tom Hall Committee

- Margot
- Ginny
- Joe Botone (Botone)
- Lev → AD Royce
- CBA Rep
- Bertone

Let's be happy  
nothing  
happened in  
the past -  
↓  
we cannot  
use as a  
public facility!

Let's look w/ a structural engineer.

↓  
make  
sure we  
have a CBA  
rep. to serve  
committee



Wayne: Consider  
keeping records upstairs -  
Constraints: office w/ certain  
limitations -

Do we need commercial designation? → in order to use as office

⑧ Hemlock → L.H.A. } "Hot"  
Mtg w/ residents }  
Mtg → w/ park service }  
to be held soon: }  
4/24/01

⑨ \$150/per now  
Ayre, Gazebo

Last year's group: } Mowing/trimming/cleaning  
highly recommended } up, etc.

Apr 15<sup>th</sup> → Oct. 15<sup>th</sup>  
[Dates  
now]

Approved provided we get insurance  
predicated on insurance rider

⑩ Boy Scout Projects  
which in the past included  
Cabbot pla

B.c. Trop # 1104 → 3 projects:  
① 1/3 planter (32' long) -  
by Long & Foster:

Eagle project →  
many  
donation  
materials/  
plants,  
etc.

2 tiered planter -  
sm. growing plants

② path by cliffside Hts -  
build steps down to  
pk. lot by church -  
w/ planters

③ spruce up triangle - take  
out RR ties - replace w/  
pressure treated ties -

①

⑪ Farmer's Market } Deb Dillard

Rate chg → \$100/season (Season)  
\$120/crafts (Season)

1wk / \$10 (BSA, GSA)

Fair  
Mkt  
value

→ \$85 → Clifton Day rate

special  
groups -  
one shot deal

Only upper } <sup>new</sup> sign/

Another at Clif. + Braden  
+ Down for entrance

Tell Jimmy } New license plates

✓ Rick Dyson } insurance rider needed  
for Farmer's Mkt!

#12 Andover → history of —?

#13 4/20 9-4:30 → [supplies in  
4/29 } Raintide ] [Cottage]  
5/5 } "

Totally inside town this ~~was~~ year!

[Sticks in gazebo park] [Adopting  
Kinchelbe] long  
post?

8

14 100 year anniversary  
New mugs? Under

Ad hoc committee

1903 to 2003 → 100th anniversary

Incorporation  
anniversary

15 Popcorn

Misleva

Kettle Corn  
Harvest bread

Tom Prigent - no

Conflict of interest

A very good vendor -

is at Waterford Lockett's -

Mil Misleva  
Bread  
Popcorn

Will donate  
15% of  
sales to  
Town

We like  
the  
popcorn  
idea!

How about you  
all the years you  
didn't participate  
in town?  
I don't feel  
me give -

Clifford  
Hamburger  
Mr. Hot Shot  
Lawyer  
Nonprofit  
organization  
fund  
raiser

Diminished # of vendors  
on Clifton Day  
[What's up??]

Pg. 9.

CBA / Town Fund Raising Efforts

Proposed issue

Motion for the Town will  
part in fund raising ~~work~~ efforts on  
town owned RC 31th +

T. Hall pky. lot

With provision that there will be

No direct competition

CBA needed &

efforts to raise funds -

our vote will be approx. 15%

Town fund  
raiser  
activity

unanimous  
approval

Strike this

10

think  
Farmer's  
met)

Motion to approve to

that but spend to  
wonder <sup>from transcript</sup> in all Tom

food?

yard (that are last

[Kinda Dicta]

These Hall  
properties

~~Approve~~

Strike  
this  
motion!

Let's  
adjust  
get out  
of  
here!  
FAST!  
mm

intent not to take CBA  
revised from

[No conflicts]

Talk now  
w/ CBA  
mm

11. History Com  
New Netherland

Lynn  
Garvey  
Hodges

Flyers to purchase new soft cover  
prices > \$19.95 before June 1<sup>st</sup>  
\$25.00 after June 1<sup>st</sup>  
hard cover

Get your CBA funded book to get it printed  
Jimmy → \$30,000 → will take care of!



Pg. 11

Jimmy  
knows people  
who will put up \$\$\$

Bill Hallaway → Conflict of interest?  
Be very careful

Lynn is wired to get going! She's  
excited & invested

Wants help "dotting i's and crossing t's"!

More facts needed  
How long to print these editions?

Adjourn?

April 3, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |            |
|--|------------|
| 1. Treasurers Report                         | Chesley    |
| a. Meeting Hall Report                       | Arnold     |
| b. FY02 Budget Discussion                    | Buckley    |
| 2. Planning Commission                       | Harrington |
| a. Applications                              | Hollaway   |
|  | Nickum     |
| 3. ARB                                       | Booth      |
| a. Applications                              | Jarrendt   |
|  | Effros     |
|  | Barton     |
|  | Wallace    |
| 4. BZA                                       | Williams   |
| 5. Old Town Hall - Status                    |            |
| 6. Meeting Hall Fees                         |            |
| 7. Other                                     |            |
| - Hemlock Overlook Park Plan                 |            |
| - ISTEPA Project Discussion - Path/Sidewalks |            |
| - Grass Cutting Contract                     |            |
| - Town/Boy Scout Projects                    |            |

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|   | Effros     |
|   | Barton     |
|   | Wallace    |
|   | Williams   |
| 4. BZA : <i>Do we have sufficient # of members?</i> |            |
| ✓ 5. Old Town Hall - Status <i>table</i>            |            |
| 6. Meeting Hall Fees - <i>next mtg.</i>             |            |
| 7. Other  |            |
| ✓ Hemlock Overlook Park Plan → <i>H.O.T.</i>        |            |
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Number of off-street parking spaces (See Sec. 9-13): 2

Describe business operation: business office - NO CLIENT VISITS

Copy of plat attached of above premises for home business:  yes  no

Copy of building layout attached for bus. in comm. zone:  yes  no

Fee Enclosed (\$25.00):  Check  Cash

Restrictions: \_\_\_\_\_

Restrictions →

above use is found to be in conformity with the provisions of the Clifton Town Ordinances.

Upon the serving of a notice by the Town Council of any violation of any such provisions or requirements with respect to any building or the use thereof; or in the use of land, this Use Permit shall become null and void as provided in the Clifton Town Ordinances, Chapter 1, Section 16 and Chapter 9, Section 14, and a new Use Permit shall be required for any further use of such building or land.

[Signature] (Signature of applicant/agent)

703 S.W. 2nd St. (Mailing address/zip)

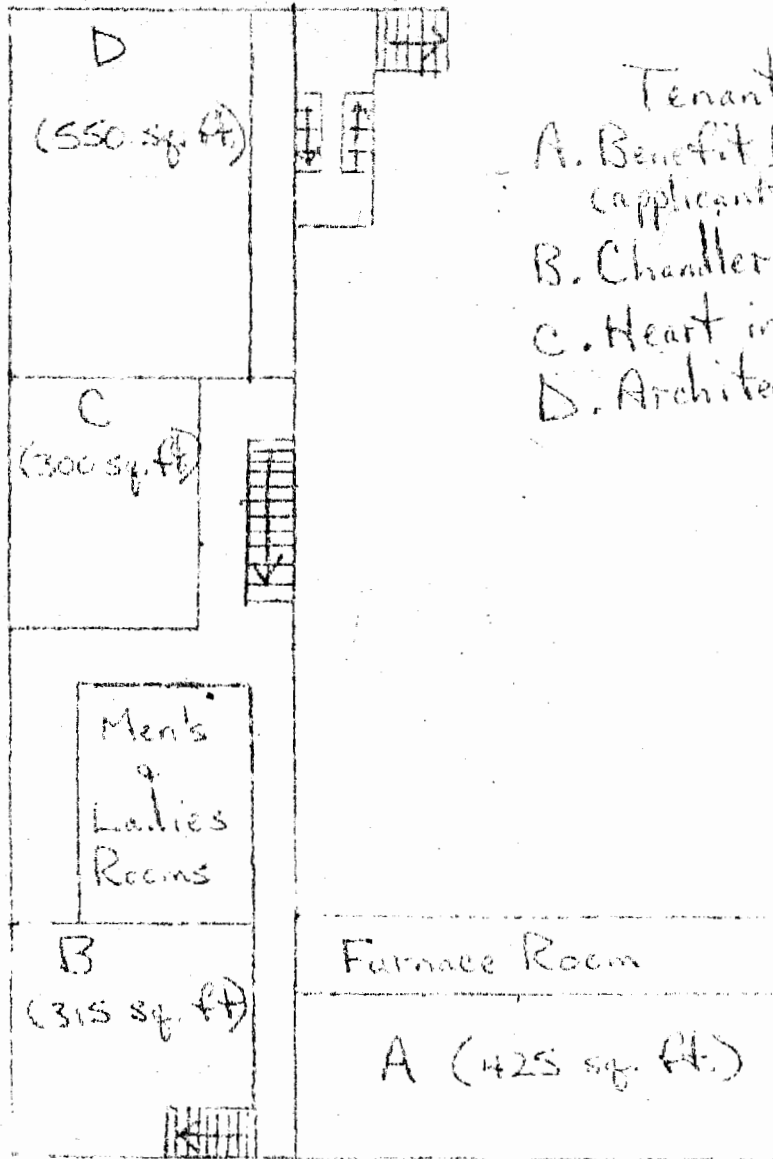
Clifton, Va 20124

703 SW 2 8361 (Telephone)

[Signature] (Signature of landlord/lessor)

# BUCKLEY STORE SECOND FLOOR LAYOUT

1/16" = 1'



- Tenants:
- A. Benefit Management Corp. (applicant)
  - B. Chandler Architect & Constr.
  - C. Heart in Hand (storage)
  - D. Architectural Images

Main Street Side

3/30/01  
Shellan C. Hofferma

April 3, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |            |
|--|------------|
| 1. Treasurers Report                         | Chesley    |
| a. Meeting Hall Report                       | Arnold     |
| b. FY02 Budget Discussion                    | Buckley    |
| 2. Planning Commission                       | Harrington |
| a. Applications                              | Hollaway   |
|  | Nickum     |
| 3. ARB                                       | Booth      |
| a. Applications                              | Jarrendt   |
|  | Effros     |
|  | Barton     |
|  | Wallace    |
|  | Williams   |
| 4. BZA                                       |            |
| 5. Old Town Hall - Status                    |            |
| 6. Meeting Hall Fees                         |            |
| 7. Other                                     |            |
| - Hemlock Overlook Park Plan                 |            |
| - ISTEPA Project Discussion - Path/Sidewalks |            |
| - Grass Cutting Contract                     |            |
| - Town/Boy Scout Projects                    |            |

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Posted, Post Office and Store



TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

3-Apr-01

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$957
Money Market Savings Account:	\$51,176
Planning Commission Escrow: Overson	<u>\$5,681</u>
TOTAL CASH BALANCE:	<u><u>\$57,813</u></u>

BPOL Update: Received to date \$16,117 in BPOL revenues for FY01.  
There are 12 BPOL applications that remain outstanding.

Treasurer's Report prepared by:

Marilyn Barton  
Treasurer

5. ARB: Royce Jarrendt

a. Plan to change from stucco to brick chimney on previously approved new home in Frog Hill: approved.

b. Hermitage Restaurant glass patio enclosure, or conservatory, application. ARB split: 3/3. Adjacent neighbors said they were not aware of this plan, and would have liked to be informed.

6. Discussion on proposed renovation of old Town Hall building. Mayor Chesley noted that any decision will have to wait until after July, 2001, and the new FY 02 budget. Helen Buller asked if we are changing use of this building, and if so, there should be a public meeting to discuss with residents. She also suggested we might want to promote increased use of this building to include such activities as Web Sanctuary classes and Homes Tour events.

Mayor Chesley noted that Mike Garcia's estimate for renovation (which includes plumbing, heating, repair of floors and a kitchen addition) is approximately \$10,000. We should take advantage of this offer, even if we don't plan to sell the building. Royce Jarrendt voiced his opinion about increased traffic if building becomes more available for community activities. He would rather see it as a rental property.

Mike Garcia Builders estimate that to bring the building up to code for public use it could conceivably run as high as \$100,000. We are now actually in violation by using it for public events and meeting, and increasing our liability. Motion made to prevent old Town Hall from being used for public meetings.

*Arnold*  
Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Mac Arnold suggested we form a committee to look into state grants to help us renovate building if we want to bring it up to code for use as a public facility. He is in favor of keeping building a residence, which is what it originally was. Lev Buller, Margot Buckley and Jim Chesley will work on committee.

7. Motion made to approve banner advertising CCWC Spring Homes Tour, scheduled for May 17, 2001. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

8. Motion made to approve April 22, 2001, for date of re-opening of Clifton Farmer's Market, to be held at Boynton's parking lot. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

9. Motion made to purchase five more tables, at approximately \$182.00 each, for Community Hall. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Minutes  
Clifton Town Council Meeting  
Tuesday, March 6, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington\*, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town (\*Arrived late)

The Pledge of Allegiance was said by all.

1. Motion made to approve February 6, 2001, Town Council minutes. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
2. Treasurer's report: Marilyn Barton. Discussion on turn around time on checks, comparison of revenue report with Margo's records for Community Hall revenue. Report does not include donations from individuals for mural project. Motion made to approve Treasurer's report. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
3. Discussion was opened on Hemlock Overlook Park and its planned expansion of programs and facilities. Home owners from the neighborhoods and subdivisions surrounding the park were present to voice concerns. Jim Broderick spoke about the increased traffic on Yates Ford Road and which includes shuttle and tour busses. He mentioned that a new and expanded parking lot is part of the park plan for the future that will accommodate these larger vehicles. He felt a better plan would be to have smaller vans transport people from these large busses, which could be parked at Bull Run. Harold Whelan spoke about the original intent of Hemlock Overlook Park that was to be an outdoor training facility for local students and schools. Now these students are coming from other states, as a result of promotion by GMU. More corporations are also participating in leadership training, adding further to the parking and road traffic. Mayor Chesley mentioned the possibility of installing rumble strips on Yates Ford which would cut down on speeding. David Smith from Noble Estates added that area is also used by rowing teams coming to practice, as well as soccer teams. We as a community need to come together to address this increase in growth and expansion. GMU's plan for a new Visitor's Center will also impact traffic and parking. Randy Christian also pointed out that the wide tour busses have also forced cars off the road, which does not have a marked center line. He would like to advocate for parking at the Bull Run Marina lot. It was agreed that Laura Harrington will act as Town Council representative at future Hemlock meetings, and will, in addition, contact GMU for more information on their plans for this facility. Kathy Basakis from Noble Estates noted that there appears to be a breakdown in communication between Fairfax Park Authority and GMU. She also pointed out that neighborhood children can no longer ride their bikes on Yates Ford due to the increased traffic, large vehicles and speeders. Home owners also need to be informed of dates for future Hemlock meetings.
4. Planning Commission: Mike Booth
  - a. Swing/Barbe use permit involving permanent enclosure of patio at Hermitage Restaurant. Motion made to approve with the stipulation that signed parking agreement between Hermitage and Presbyterian Church be attached to use permit. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - b. Canary Cottage Bed and Breakfast use permit. Motion made to approve with the following condition: lot line consolidation, neighbors notified of public hearing. Yays: Chesley, Arnold, Harrington, Hollaway, Nickum. Abstain: Buckley. Motion passed.

April 3, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |              |
|--|--------------|
| 1. ✓ Treasurers Report                       | ✓ Chesley    |
| ✓ a. Meeting Hall Report                     | ✓ Arnold     |
| ✓ b. FY02 Budget Discussion                  | ✓ Buckley    |
| 2. Planning Commission                       | ✓ Harrington |
| a. Applications                              | ✓ Hollaway   |
|  | ✓ Nickum     |
| 3. ARB                                       | Booth        |
| a. Applications                              | Jarrendt     |
|  | Effros?      |
|  | ✓ Barton     |
|  | ✓ Wallace    |
|  | Williams     |
| 4. BZA                                       |              |
| 5. Old Town Hall - Status                    |              |
| 6. Meeting Hall Fees                         |              |
| 7. Other                                     |              |
| - Hemlock Overlook Park Plan                 |              |
| - ISTEPA Project Discussion - Path/Sidewalks |              |
| - Grass Cutting Contract                     |              |
| - Town/Boy Scout Projects                    |              |
| - <i>Farmer's Mkt.</i>                       |              |

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Posted, Post Office and Store





**OFFICERS**

**PRESIDENT**

WYTHEVILLE MAYOR  
TRENTON G. CREWE

**PRESIDENT-ELECT**

EMPORIA VICE MAYOR  
F. WOODROW HARRIS

**VICE PRESIDENT**

BLACKSBURG COUNCIL MEMBER  
JOYCE K. LEWIS

**IMMEDIATE PAST PRESIDENT**

DANVILLE MAYOR  
JOHN C. HAMLIN

**EXECUTIVE DIRECTOR**

R. MICHAEL AMYX

**MAGAZINE**

VIRGINIA TOWN & CITY

**MEMO TO:** Town Officials  
**FROM:** Mike Amyx, Executive Director  
**DATE:** March 19, 2001  
**RE:** Town Section Meetings

There will be a series of regional town section meetings held around the state in May. These gatherings will offer town officials an opportunity to receive useful information on issues of concern as well as time to interact with other elected and appointed officials. The staff also will brief attendees on key actions of the 2001 General Assembly that impact towns. (New laws become effective July 1.)

Each meeting will begin at 11:00 a.m. and will include lunch. Presentations will include:

- Improving Primary Health Care in Your Community
- Virginia Municipal Laws 2000
- 2001 General Assembly Wrap-up on Legislation Affecting Towns
- Employment Practices and the Role of the Town Council
- Ask a Local Government Attorney

Dates, locations and cost of lunch for the regional meetings are:

<b>Friday, May 4, 2001</b>	<b>Abingdon</b> Martha Washington Inn	<b>\$18</b>
<b>Wednesday, May 9, 2001</b>	<b>Exmore</b> The Trawler	<b>\$15</b>
<b>Friday, May 11, 2001</b>	<b>Altavista</b> Altavista Train Station	<b>\$15</b>
<b>Friday, May 18, 2001</b>	<b>Smithfield</b> The Smithfield Center	<b>\$15</b>
<b>Friday, May 25, 2001</b>	<b>Warrenton</b> Fantastico Inn	<b>\$18</b>

Please complete the attached registration form and *return* it with your *check no later than one week prior* to the event to:

**VML**  
**Attn: Peggy Blunt**  
**PO Box 12164**  
**Richmond VA 23241**

P.O. Box 12164  
13 EAST FRANKLIN STREET  
RICHMOND, VIRGINIA 23241  
804/649-8471  
FAX: 804/343-3758  
E-MAIL: e-mail@vml.org  
www.vml.org

# VIRGINIA MUNICIPAL LEAGUE

## TOWN SECTION MEETINGS

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Locality: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**All meetings will begin at 11:00 a.m. I will attend the following town section meeting:**

- Friday, May 4, 2001**  
**\$18**

**Abingdon**

*Martha Washington Inn  
150 West Main Street  
Please respond by Monday, April 30<sup>th</sup>*

- Wednesday, May 9, 2001**  
**\$15**

**Exmore**

*The Trawler  
Rt. 13 & Rt. 183  
Please respond by Wednesday, May 2<sup>nd</sup>*

- Friday, May 11, 2001**  
**\$15**

**Altavista**

*Altavista Train Station  
414 Washington Street  
Please respond by Monday, May 7<sup>th</sup>*

- Friday, May 18, 2001**  
**\$15**

**Smithfield**

*The Smithfield Center  
220 North Church Street  
Please respond by Monday, May 14<sup>th</sup>*

□ **Friday, May 25, 2001**  
**\$18**

**Warrenton**

*Fantastico Inn*  
*380 Broadview Avenue*  
*Please respond by Monday, May 21<sup>st</sup>*

---

*Enclosed is my check for lunch*

*Please make checks payable to VML and mail to: VML*

\$ \_\_\_\_\_

*Attn: Peggy Blunt*  
*PO Box 12164*  
*Richmond VA 23241*

April  
T.C.  
party

No check -  
No extra  
copies  
for  
T.C.  
members

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk \_\_\_\_\_

Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: Clifton Betterment Association

Name of Business (if Business Application): \_\_\_\_\_

Owner(s) of premises or business: CBA (same)

Address of premises or business: Barn + 3 1/2 acres behind Masom's Lodge on Main St.

Tax map number: 75-4-27 Zoning district:  Res  Comm  Other

Describe purpose of application:  
Build addition of open storage port  
for storage of Clifton Day materials;  
Stage, + steam Engine

If business or home business, days & hours of operation: \_\_\_\_\_

If business or home business, number of employees: \_\_\_\_\_ and square footage: \_\_\_\_\_

If business or home business, number of off-street parking spaces required: \_\_\_\_\_

If business or home business, describe operation: \_\_\_\_\_

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: \_\_\_\_\_

Fee Enclosed \_\_\_\_\_ (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

Helen Buller, Pres. CBA  
(Signature of applicant/agent)

\_\_\_\_\_  
(Signature of landlord/lessor)

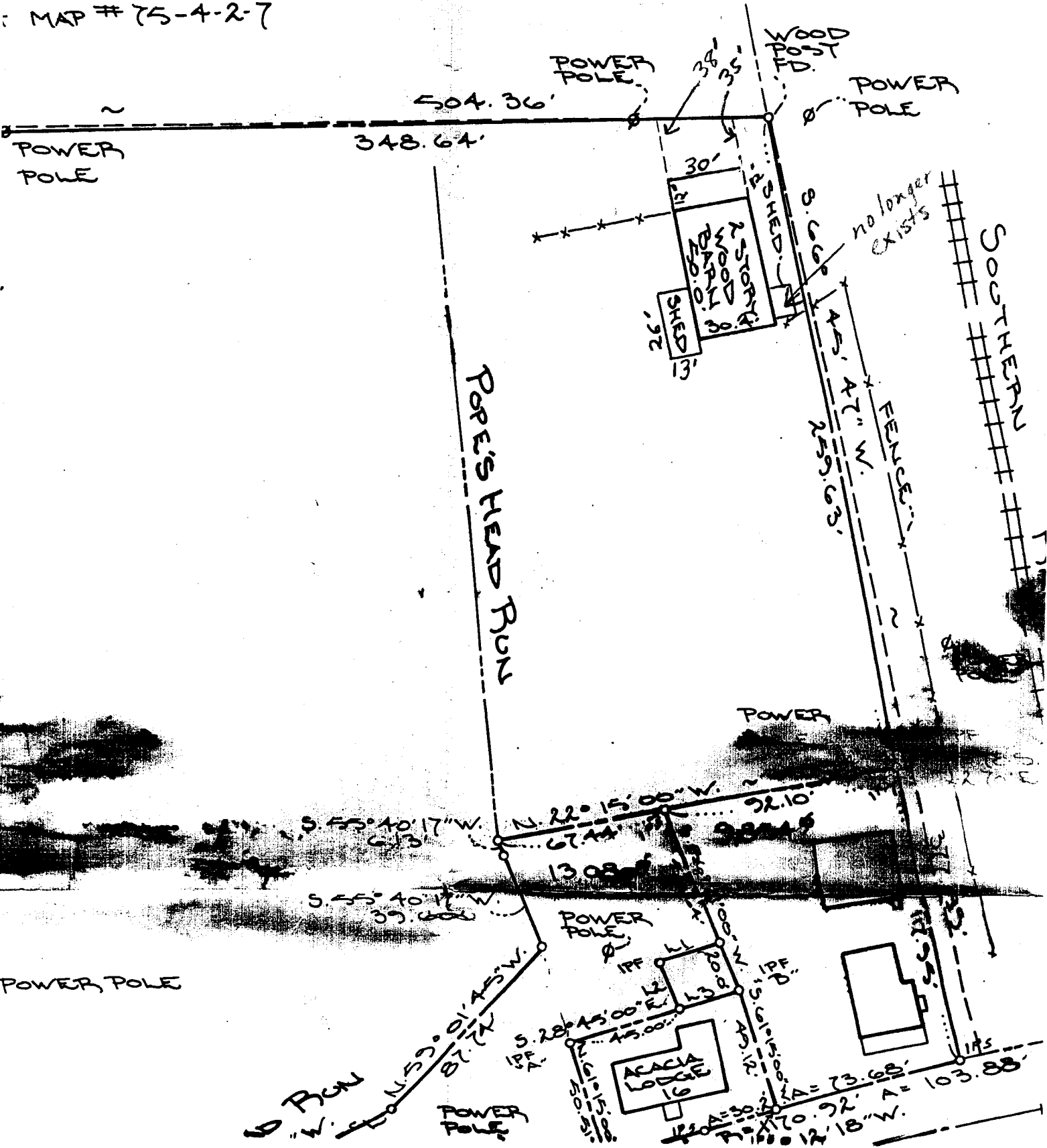
Box 229  
(Mailing address/Zip)

Clifton, VA 20124

703 830 3392  
(Telephone)



MAP # 75-4-2-7









# R. J. L. ASSOCIATES, INC.

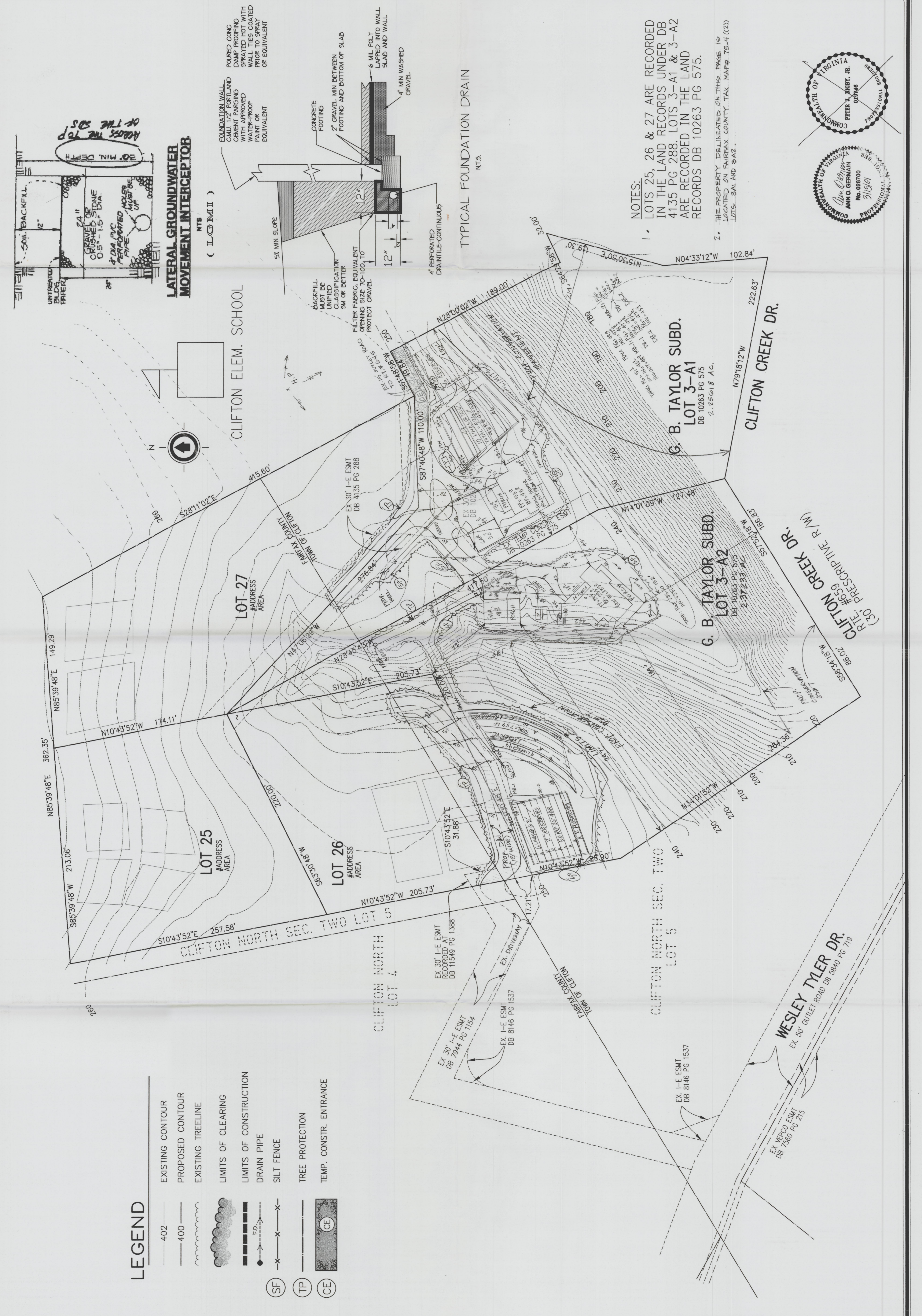
BUILDERS AND DEVELOPERS

March 15, 2001

Ref: Taylor Property Lot 3A-1  
Clifton, VA 20124

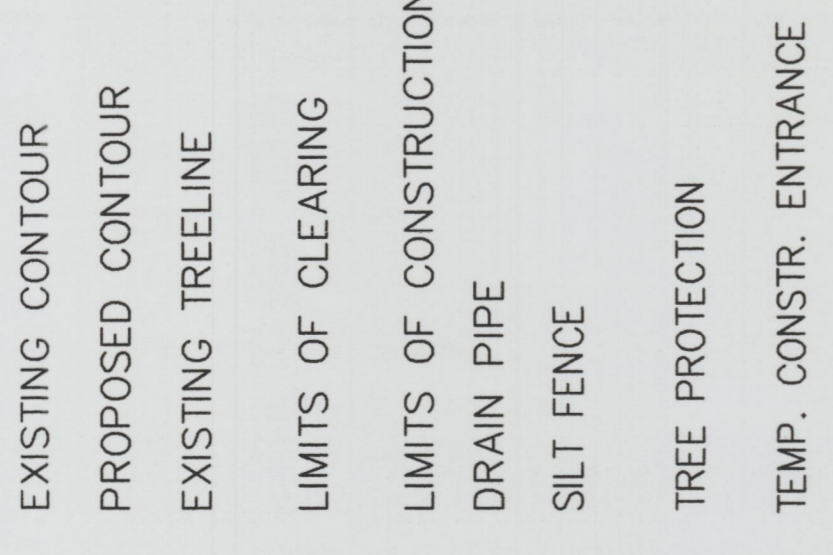
Enclosed for review is a plan for a home to be built on the above referenced lot and the \$25.00 fee. The lot falls within the Town's RMA.





### LEGEND

- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING TREELINE
- LIMITS OF CLEARING
- LIMITS OF CONSTRUCTION
- DRAIN PIPE
- SILT FENCE
- TREE PROTECTION
- TEMP. CONSTR. ENTRANCE



### LATERAL GROUNDWATER MOVEMENT INTERCEPTOR (LGMII)

FOUNDATION WALL: C&G 1/2 PORTLAND CEMENT FORTLAND WITH APPROVED WATER PROOFING PAINT OR EQUIVALENT

POURED CONC. DAMP PROOFING SPRAYED HOT WITH APPROVED WATER PROOFING PAINT OR EQUIVALENT

CONCRETE FOOTING

2" GRAVEL MIN. BETWEEN FOOTING AND BOTTOM OF SLAB

6 MIL POLY LAPPED INTO WALL SLAB AND WALL

4" MIN. WASHED GRAVEL

PERFORATED DRAIN TILE-CONTINUOUS

5% MIN. SLOPE

12"

12"

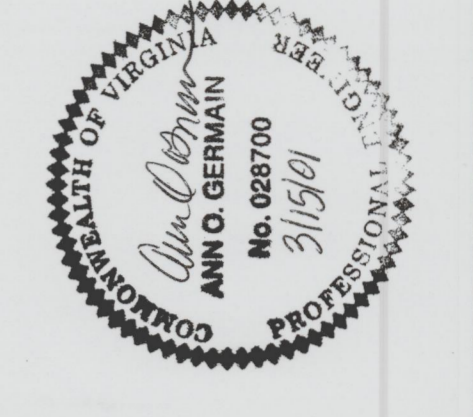
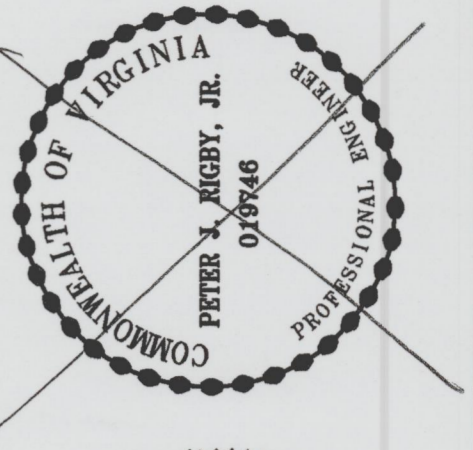
12"

NTS.

TYPICAL FOUNDATION DRAIN

**NOTES:**

- LOTS 25, 26 & 27 ARE RECORDED IN THE LAND RECORDS UNDER DB 4135 PG 288. LOTS 3-A1 & 3-A2 ARE RECORDED IN THE LAND RECORDS DB 10263 PG 575.
- THE PROPERTY DELINEATED ON THIS PAGE IS LOCATED IN FAIRFAX COUNTY TAX MAP# 75-4 (2D), LOTS 3A1 AND 3A2.



**G. B. TAYLOR SUBD. LOT 3-A1**  
DB 10263 PG 575  
2.25618 AC.

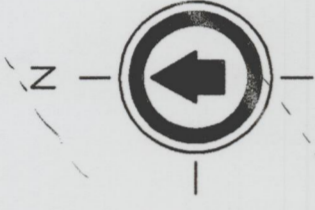
**G. B. TAYLOR SUBD. LOT 3-A2**  
DB 10263 PG 575  
2.27253 AC.

**WESLEY TYLER DR.**  
EX. 30' OUTLET ROAD DB 5840 PG 719

**CLIFTON CREEK DR.**  
EX. 30' PREScriptive (R/W)

CLIFTON NORTH SEC. TWO LOT 5

CLIFTON ELEM. SCHOOL



N

LOT 27 ADDRESS AREA

LOT 25 ADDRESS AREA

LOT 26 ADDRESS AREA

CLIFTON NORTH  
LOT 4

CLIFTON NORTH SEC. TWO LOT 5

EX. 100' ESMT  
DB 7560 PG 215

EX. 1-E ESMT  
DB 8146 PG 1537

EX. 1-E ESMT  
DB 8146 PG 1537

EX. 1-E ESMT  
DB 7944 PG 1154

EX. 30' I-E ESMT  
RECORDED AT  
DB 11549 PG 1385

EX. 30' I-E ESMT  
DB 4135 PG 288

EX. 30' I-E ESMT  
DB 10263 PG 575

EX. 30' I-E ESMT  
DB 10263 PG 575

EX. 30' I-E ESMT  
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DB 10263 PG 575

EX. 30' I-E ESMT  
DB 10263 PG 575

N85°39'48"E 362.35'

N85°39'48"E 213.06'

N85°39'48"E 149.29'

N10°43'52"W 174.11'

N10°43'52"E 205.73'

S28°11'02"E 415.60'

N4°10'00"W 110.00'

S87°40'48"W 110.00'

N28°00'02"W 189.00'

N15°30'50"E 119.67'

N04°33'12"W 102.84'

N79°18'12"W 222.63'

S57°32'18"W 168.83'

S58°34'18"W 86.02'

S57°32'18"W 168.83'

S58°34'18"W 86.02'

N10°43'52"E 205.73'

N10°43'52"E 205.73'

S10°43'52"E 257.58'

N10°43'52"E 205.73'

S10°43'52"E 31.88'

S10°43'52"E 205.73'

N10°43'52"W 205.73'

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S10°43'52"E 205.73'

N10°43'52"W 205.73'

S10°43'52"E 205.73'



May 1, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |   |            |
|--|---|------------|
| ✓ 1. Treasurers Report                         |   | Chesley    |
| ✓ a. Meeting Hall Report                       |   | Arnold     |
| ✓ b. FY02 Budget Discussion                    |   | Buckley    |
| 2. Planning Commission                         | <i>Mike Brook - no formal</i>   | Harrington |
| a. Applications                                |   | Hollaway   |
|  |   | Nickum     |
| ✓ 3. ARB                                       | <i>no report<br/>due to<br/>lack of<br/>forum<br/>at<br/>last<br/>p.c. mtg.</i> | Booth      |
| a. Applications                                |   | Jarrendt   |
|  |   | Effros     |
|  |   | Barton     |
|  |   | Wallace    |
|  |   | Williams   |
| ✓ 4. BZA                                       |   |            |
| ✓ 5. Old Town Hall - Status                    | <i>Committee</i>  |            |
| ✓ 6. Town Park/Ayre Square Fees                |   |            |
| 7. Other                                       |   |            |
| - Hemlock Overlook Park Plan -                 |   |            |
| - ISTEPA Project Discussion - Path/Sidewalks - | <i>no</i>   |            |

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Posted, Post Office and Store

May 1, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |            |
|--|------------|
| 1. Treasurers Report                         | Chesley    |
| a. Meeting Hall Report                       | Arnold     |
| b. FY02 Budget Discussion                    | Buckley    |
| 2. Planning Commission                       | Harrington |
| a. Applications                              | Hollaway   |
|  | Nickum     |
| 3. ARB                                       | Booth      |
| a. Applications                              | Jarrendt   |
|  | Effros     |
|  | Barton     |
|  | Wallace    |
|  | Williams   |
| 4. BZA                                       |            |
| 5. Old Town Hall - Status                    |            |
| 6. Town Park/Ayre Square Fees                |            |
| 7. Other                                     |            |
| - Hemlock Overlook Park Plan                 |            |
| - ISTEPA Project Discussion - Path/Sidewalks |            |

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Posted, Post Office and Store

Minutes  
Clifton Town Council Meeting  
Tuesday, May 1, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Treasurer's Report: Marilyn Barton

a. Community Hall report: discussion of electric bill, which is down this year compared to last; "other item expenses"; reasons why rentals are down, such as cancellation of Irish dance sessions, and types of activities and classes we can promote in the future, such as Yoga classes which are presently being held on Wednesday evenings and Thursday mornings

b. FY02 Budget discussion:

1. Motion made to collect on all bills prior to the granting of use permits. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to hold a Public Hearing prior to June Town Council Meeting to discuss revenue/budget revisions for FY 2002. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.

2. Planning Commission: no report

3. ARB: no report

4. BZA may be comprised of five or seven members. Motion made to reduce number from five to seven. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Additional motion made to recommend Steve Effros and Tom Barton to the BZA. Passed unimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

5. Old Town Hall: engineer needed to determine what is needed to make building structurally sound.

6. Discussion of amount of rental fees for town parks. Pam Wallace will draft a rate schedule for next Town Council meeting.

7. Hemlock Overlook report: Laura Harrington. According to Laura, communication is improving between residents and George Mason University. One of the Homeowners' Association's goals is to put a cap on number of people allowed in the park per day. Another ideas was to install rumble strips on road to slow down cars and busses.

8. Request from Clifton Community Women's Club to hang banner advertising their annual homes tour. Motion made to accept. Passed unanimously: Arnold, Chesley, Buckley, Harrington, Hollaway, Nickum.

8. Motion made for Richard King to attend monthly meetings of Northern VA Cigarette Tax board, as representative of Clifton Town Council. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.



9. Clifton's third annual Caboose Run is scheduled for June 2, 2001. Get word out!
10. Discussion of Nan Netherton's new and updated edition of *Clifton: Brigadoon in Virginia*, and ways it can be financed and whether or not it should be one of our budget items. We must determine if this is to be a town project. Motion made to add \$30,000 to proposed budget for Clifton's 100th Anniversary expenses, including, but not limited to, publication of updated version of *Brigadoon* and other commemorative items. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
11. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

★ Town Council Mtg.

5/1/01 (1)

① Minutes: April > unan. passed

② Treasurer's report - approved - unan.

~~③~~ a. Community Hall report

? a } electric bill is down this year, by about half  
? a } "other" item expenses  
? a } why rentals are down (00-01)

(loss of Irish dance lady: every Sat.)  
(we should strive to have a regular, steady user, such as dance practices, etc.)  
YOGA classes are being held Thurs! Am of Weds. Munch

~~④~~ b. Proposed budget cuts > discussion L-O-N-G !!! Thanks to B. Hollaway

Christmas Home Tour

↓ \$2261. less expenses = \$1410.<sup>50</sup>

\* Donation to Beautification Comm for Christmas ~~Decorations~~ Decorations

Need permit

Loquacious Bill! Talk-talk-talk

~~⑤~~ c. Motion to Collect

that We require all bills kept prior to bypl.c. ~~com~~, coming before T.C.

Unan. approval

T.C. agrees ↓

Agenda next month } done T.C.

Public hearing is needed soon to talk about revenue / budget cuts

Etc.

original } Bill  
Carrad. } Margo  
Tom H.C.  
Bill Warren

\* Call for to advertise

(2)

Budget motion to accept chgs. made tonight } How shall

(2) Planning Comm.

(3) ALB - no report

(4) BZA must be 5 or 7 members - T.C. can decide to reduce to (5)

<del>S. Wors</del>	<del>5/19/97</del>
<del>Baker</del>	<del>2/28/98</del>
<del>T. Barton</del>	<del>4/23/2001</del>
<del>Leh</del>	<del>4/19/2004</del>
<del>Buckley</del>	<del>AK</del>
	<del>AK</del>

J. Dyre - still on / okay

Only members?

Barton of Effros can be recommended for BZA ↓

motion to recommend them if they accept

Call Ken Buckley - did he resign?

\* Motion to reduce # of members to 5

} Unanimous

(BZA)



(3)

(5) Old Town Hall -  
need for resident to determine  
what is needed to get structural  
report

(6) Recommendations

\$75.00 - P. Galata

✓  
Make  
rate  
schedule

Town THE  
park reservationist  
for April  
Galata

(7) Overlook - L. Harrington attended  
Mtg. ✓  
Office/Track

Get  
Improved Communication  
Goal: <sup>put</sup> Cap on # of people allowed in park  
per day  
Homeowners' Association's goal

rumble strips : a possibility

(8) CCWC - 5/11 Banner for Homeowners

23 - 5/11

} Approved  
note.

⑧ NVA Cigarette (4)  
that

says: Tom McNamara - no longer on T.C. →

they need to have another T.C. person

Qty. 1X month

→ No one wants this job!!!

↳ R. King  
will serve!!  
Approved under.

⑨ "Catskills Run"  
June 2nd, 2001  
racepacket.com  
Get word out!!

⑩ Navid  
Book - years to  
get \$\$\$ back  
original printings, plus  
another

We need a way to  
finance this  
↓  
\$100 year  
anniversary coming  
up

Hand  
Netherland's  
book

(5)

Is this a town project?

We must determine

\$25,000 > ~~#~~ 4000 hard copies \$20 apiece  
3000 soft copies

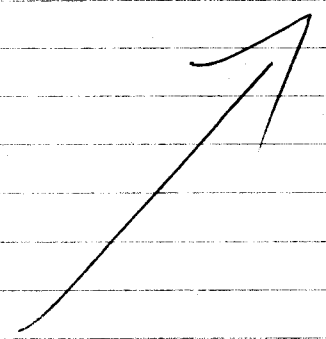
CBA wants a cut  
10% of gross? - Too much?

Investors - w/a % of sales

Should be  
in budget!!  
Who gets copyright of book?

More discussion

Let's adjourn!





Motion to

add \$32,500 to

budget for 100

year anniv. expense



incl. but not  
limited to  
publ. of updated  
version of Brigade  
+ comm. mag. +  
other comm. items



↓  
Aye!

# FAIRFAX COUNTY POLICE DEPARTMENT

## R.A.D. Rape Aggression Defense

R.A.D. is a women's self defense course! No men other than R.A.D. instructors are permitted to be present during a class. Children, husbands and boyfriends are not allowed to attend or observe the program.

The course involves classroom instruction of awareness and avoidance procedures that are 90% of prevention. Learning these preventive measures may keep you from entering an environment where you need the physical defense techniques.

The classes are available to all women; however, a parent or guardian who will also be participating in the course must accompany any woman under the age of 18. No persons under the age of 12 may participate in this course. Fairfax County Police R.A.D. instructors have had the pleasure of training several senior citizens, the oldest being seventy-two. The physical aspects of the course are adjusted to ensure the safety of participants regardless of age, current physical injuries, or ailments. Prior victims of rape have taken this course to help them overcome their fears and give them tools enabling them to take control of their lives again. This is a wise investment of your time.

Many women want to take part in this type of training but they are concerned about the physical aspect of the course. No one can give you a 100% guarantee that injury will not occur, but consider the following:

- To properly prepare for a possible abduction, the training must be as realistic as possible.
- Learn your limits and abilities in a controlled environment versus an actual assault.
- Our training generates fear and physical exhaustion. It is not designed to cause you to experience the element of pain or injury that may occur in a real life situation.
- Learn that being in shape is important and that the surge of adrenaline is short lived.

The classes are being offered once a month, over a two-week period on Tuesday and Thursday evenings from 6:15 p.m. to 9:30 p.m. Although the classes are free of charge, there is a commitment to attend four 3-hour sessions. The classes are currently held at the Fairfax County Criminal Justice Academy, which is located in Chantilly, Virginia.

For more details and list of class dates or to sign up for the course,  
please call 703-246-7806

**Town of Clifton  
Proposed Budget Changes  
Fiscal Year 2001 to 2002**

1-May-01

<u>Revenue Accounts:</u>	<u>FY2001</u>	<u>FY2002</u>	<u>Proposed Change</u>
Haunted Trail Event	\$ -	\$ 6,000	\$ 6,000
Farmers' Market Net Income	\$ -	\$ 1,050	\$ 1,050
Park Rental	\$ -	\$ 400	\$ 400
S.R. Litter Control Grant	\$ 500	\$ 750	\$ 250
Total Proposed Revenue Change:			\$ 7,700

Expense Account

Haunted Trail Expense	\$ -	\$ 2,000	\$ 2,000
Town Clerk Salary	\$ 3,000	\$ 3,500	\$ 500
Town Treasurer Salary - increased volume	\$ 3,000	\$ 3,500	\$ 500
Payroll Taxes	\$ 880	\$ 1,071	\$ 191
Accounting - Multi Year Audit Review	\$ 1,000	\$ 2,500	\$ 1,500
Beautification Committee	\$ 1,000	\$ 2,500	\$ 1,500
Town Hall Maintenance - Structural Improvements	\$ 5,000	\$ 10,000	\$ 5,000
Utilities - Water and Sewer	\$ -	\$ 277	\$ 277
Dues & Subscriptions	\$ -	\$ 210	\$ 210
Caboose Utilities	\$ -	\$ 391	\$ 391
Caboose Maintenance - Painting	\$ 2,000	\$ 2,500	\$ 500
Community Hall General Maintenance	\$ 1,000	\$ 1,500	\$ 500
Community Hall Mgt Fee - 20% C.H. Rentals and Lion's Club Donation	\$ 3,034	\$ 3,274	\$ 240
Homes Tour Expense-offset by income	\$ -	\$ 1,710	\$ 1,710
Postage & Delivery	\$ -	\$ 257	\$ 257
S.R. Litter Control Expense	\$ 500	\$ 750	\$ 250
Federal Transportation Project-CBA Match Exp (To balance Project revenues and expenses.)	\$ -	\$ 10,000	\$ 10,000

Total Increase:	\$ 20,414	\$ 45,940	\$ 25,526
-----------------	-----------	-----------	-----------

We need to  
do more to  
generate  
revenue!!  
Let's do  
something!!  
Let's get  
motivated  
to act!

We will have  
a deficit - we  
need to  
subtract.



05/01/01

**Town of Clifton**  
**Proposed Profit & Loss Budget Overview**  
 July 2000 through June 2002

	Jul '00 - Jun '01	Jul '01 - Jun '02
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Haunted Trail Event		6,000
Farmers' Market Income		1,050
Homes Tour/Bazaar	1,500	1,500
Grants		
Federal		
Transportation Project		
CBA Match	10,000	10,000
Town Match	11,000	11,000
Transportation Project - Other	45,000	45,000
Total Transportation Project	66,000	66,000
Total Federal	66,000	66,000
State		
Fire Program Funds	4,000	4,000
Total State	4,000	4,000
Total Grants	70,000	70,000
Tax Rev		
Motor Vehicle Tags	3,900	3,900
Sales Tax	9,700	9,700
Cigarette Tax	1,000	1,000
BPOL tax	14,000	14,000
ABC Profits	365	365
Use Permits	4,500	4,500
ARB Permits	0	
Railroad Tax	1,361	1,361
Total Tax Rev	34,826	34,826
Community Hall Revenues		
Community Hall Donations	4,600	4,600
Community Hall Rentals	15,168	15,168
Total Community Hall Revenues	19,768	19,768
Park Rental		400
Interest Income	645	645
S.R. - Litter Control Grant	500	750
Other Income	100	100
<b>Total Income</b>	127,339	135,039
<b>Expense</b>		
Haunted Trail Expenses		2,000
Payroll Expenses		
Gross Wages		
Town Clerk (Administrative)		0
Town Clerk (Recording)	3,000	3,500
Town Treasurer	3,000	3,500

05/01/01

**Town of Clifton**  
**Proposed Profit & Loss Budget Overview**  
 July 2000 through June 2002

	Jul '00 - Jun '01	Jul '01 - Jun '02
<b>Total Gross Wages</b>	6,000	7,000
<b>Payroll Taxes</b>		
FICA	880	868
Medicare		203
<b>Total Payroll Taxes</b>	880	1,071
<b>Miscellaneous</b>	0	
<b>Total Payroll Expenses</b>	6,880	8,071
<b>Contractual</b>		
Insurance	2,300	2,300
Town Government		
Architectural Review Board	1,000	1,000
Planning Commission	1,000	1,000
<b>Total Town Government</b>	2,000	2,000
<b>Professional Fees</b>		
Accounting	1,000	2,500
Legal Fees	3,500	3,500
Special Counsel	11,500	11,500
<b>Total Professional Fees</b>	16,000	17,500
<b>Rent</b>		
Railroad Siding Rental	710	710
Ayre Square Rental	431	431
<b>Total Rent</b>	1,141	1,141
<b>Town Maintenance</b>		
Beautification Comm.	1,000	2,500
Grounds Maintenance	3,500	3,500
Town Hall Maintenance	5,000	10,000
<b>Total Town Maintenance</b>	9,500	16,000
<b>Town Services</b>		
Fire Program	4,000	4,000
Elections	400	400
Grass Mowing	3,500	3,500
Trash Collection	1,155	1,155
<b>Total Town Services</b>	9,055	9,055
<b>Utilities</b>		
Gas and Electric	1,200	1,200
Water		277
<b>Total Utilities</b>	1,200	1,477
<b>Legal Advertising</b>	1,000	1,000
<b>Printing and Reproduction</b>	600	600
<b>Dues and Subscriptions</b>		
Va. Municipal League	267	267
Dues and Subscriptions - Other		210

05/01/01

**Town of Clifton**  
**Proposed Profit & Loss Budget Overview**  
**July 2000 through June 2002**

	Jul '00 - Jun '01	Jul '01 - Jun '02
<b>Total Dues and Subscriptions</b>	267	477
<b>Mayoral Reimbursement</b>	1,000	1,000
<b>Caboose Expenses</b>		
Caboose Electric		92
Caboose - Trentane Gas		299
Caboose Maintenance	2,000	2,500
<b>Total Caboose Expenses</b>	2,000	2,890
<b>Community Hall Expenses</b>		
C.H.-General Maintenance	1,000	1,500
C.H.-Cleaning & Floors	1,500	1,500
C.H. - Electric	7,000	7,000
C.H.-Management Fee	3,034	3,274
C.H. Insurance	1,113	1,113
<b>Total Community Hall Expenses</b>	13,647	14,387
<b>Homes Tour/Bazaar Exp</b>		1,710
<b>Miscellaneous</b>	5,000	5,000
<b>Total Contractual</b>	64,709	76,537
<b>Commodities</b>		
Copies	300	300
Postage and Delivery		257
Computer Supplies	700	700
Office Supplies	900	900
License Plates	1,028	1,028
Miscellaneous	600	600
<b>Total Commodities</b>	3,528	3,785
<b>CIF Expenses</b>		
CIF-Playground Impr.	1,000	1,000
CIF-Miscellaneous	1,000	1,000
<b>Total CIF Expenses</b>	2,000	2,000
<b>Special Revenue Expenses</b>		
S.R. - Litter Control	500	750
<b>Total Special Revenue Expenses</b>	500	750
<b>Fed Fund-Transportation Proj</b>		
F.F. - Transportation Project	45,000	45,000
F. F.-Transp - Inkind Srvs	11,000	11,000
Fed Fund-Transportation Proj - Other		10,000
<b>Total Fed Fund-Transportation Proj</b>	56,000	66,000
<b>Total Expense</b>	133,617	159,143
<b>Net Ordinary Income</b>	(6,278)	(24,104)
<b>Net Income</b>	(6,278)	(24,104)

(\*)  
*Capital Improvements?*



05/01/01

**Town of Clifton**  
**Community Hall Report**  
 July 2000 through March 2001

	Jul '00 - Mar '01	Jul '99 - Mar '00
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Community Hall Revenues</b>		
Mural Donations	0.00	300.00
Community Hall Donations	4,400.00	500.00
Community Hall Rentals	7,702.50	10,760.00
<b>Total Community Hall Revenues</b>	<u>12,102.50</u>	<u>11,560.00</u>
<b>Total Income</b>	12,102.50	11,560.00
<b>Expense</b>		
<b>Contractual</b>		
<b>Community Hall Expenses</b>		
C.H.-Equipment	1,720.61	1,885.45
C.H.-General Maintenance	2,150.35	693.00
C.H.-Cleaning & Floors	1,513.57	2,773.33
C.H. - Electric (NOVEC)	2,697.26	5,512.70
C.H.-Management Fee	1,195.19	2,175.08
Community Hall Expenses - Other	0.00	1,918.24
<b>Total Community Hall Expenses</b>	<u>9,276.98</u>	<u>14,957.80</u>
<b>Total Contractual</b>	9,276.98	14,957.80
<b>Total Expense</b>	<u>9,276.98</u>	<u>14,957.80</u>
<b>Net Ordinary Income</b>	2,825.52	(3,397.80)
<b>Net Income</b>	<u><u>2,825.52</u></u>	<u><u>(3,397.80)</u></u>

TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

1-May-01

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$4,057
Money Market Savings Account:	\$52,991
Planning Commission Escrow: Overson	<u>\$5,681</u>
TOTAL CASH BALANCE:	<u><u>\$62,729</u></u>

Treasurer's Report prepared by:

Marilyn Barton  
Treasurer

Minutes  
Clifton Town Council Meeting  
Tuesday, June 5, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve May 1, 2001, Town Council minutes with the following correction: under item #4, "Motion made to reduce number from seven to five." Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

2. No Treasurer's report this evening.

3. Planning Commission: Mike Booth

a. Watts use permit for proposed deck/hot-tub, with hold harmless letter from Joan and William Watts. Motion made to approve, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. Two RJL use permits for lots 26 and 27 of Taylor property, off Clifton Creek Road, and between Clifton Elementary and Wesley-Tyler Drive, both of which fall within the town boundaries. Question of easement, and ingress and egress through Wesley-Tyler Drive, with one driveway serving two houses. According to RJL builder Chip Pacuilli, the standards for the driveway will follow the Virginia Highway Department standards. Motion made to approve use permits. Yays: Chesley, Hollaway, Nickum. Nays: Arnold, Buckley, Harrington. 3-3 tie, motion fails. Question of whether or not Town Council has control over this issue. Motion made to table until more research can be conducted. Yays: Arnold, Buckley, Harrington. Nays: Chesley, Hollaway, Nickum. 3-3 tie, motion fails. Application has officially been denied. Mr. Pacuilli offered to attend the next Town Council meeting and give more clarification/information. Motion made to reconsider previous motion to table until more research can be conducted. Yays: Chesley, Arnold, Buckley, Harrington, Hollaway. Nay: Nickum. Motion passes. Additional motion made by Bill Hollaway to hold joint working session between Town Council and Planning Commission to address ingress and egress of Taylor property. Yays: Chesley, Arnold, Buckley, Harrington, Hollaway. Abstain: Nickum. Motion passes.

c. Mayor Chesley read letter of resignation from Planning Commission Chairman, Mike Booth. Bill Hollaway named new chairman.

4. Clifton Presbyterian Church sewer update: Mayor Chesley read letter from Supervisor Elaine McConnell regarding the 38 1/2 fixture units approved by the Clifton Town Council. Since 50 fixture units is the fixed number established by the county, a motion was made to recommend fifty fixture units (which will service 60 persons) for Clifton Presbyterian Church, lot 13. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. In her letter, Supervisor McConnell urges Clifton to review the entire sewer issue and wants Clifton to form a special group to study in depth solutions and recommendations, and whether or not the town, in fact, wants any changes. At present, the sewer committee is comprised of Mac Arnold, Richard King, and Travis Worsham. Motion made to add Lev Buller and Margo Buckley to sewer committee. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.



Minutes  
Special Joint Clifton Town Council and Planning Commission Meeting  
Tuesday, June 19, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. FY 2002 budget discussion: motion made to accept budget with revisions. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. (*Brigadoon* book project will be passed over to CBA.)
2. Finance Committee will continue to look into ways to earn town revenue money.
3. Mayor Chesley read letter of appreciation from Clifton Presbyterian Church regarding Town Council support of their addition.
4. Discussion of Taylor property (now owned by RJI Associates) and question of driveway: Mac Arnold raised questions over ingress/egress and easement for this project. He also pointed to a section of the present zoning ordinance that would be changed if this goes through. Access to the driveway might be challenged by another home owner on Wesley Tyler Drive, and since five more houses will be using the road, there will also be increased maintenance. Mac wants evidence that all home owners are all in agreement on this issue. Also, how will maintenance fees be pro-rated? Who will be the beneficiary of easement? Do any of the current homeowners on Wesley Tyler have any objections? The current subdivision plat shows easement for only two, not five, houses. When did this change? These issues will be addressed at the next Planning Commission meeting, scheduled for June 25, 2001. A public hearing will also be advertised for the amending of this ordinance by the Planning Commission. Chip Pacuilli representing RJI will attend, and home owners of adjoining properties will be notified by certified letter. The date of the public meeting/hearing will be July 9, 2001.
5. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Minutes  
Special Joint Clifton Town Council and Planning Commission Meeting  
Tuesday, June 19, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

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5. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

*Open File*

June 5, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

Public Hearing - FY 2002 Town Budget

CLIFTON TOWN COUNCIL MEETING

AGENDA

- 1. Treasurers Report - *no report tonight*
  - a. Meeting Hall Report
  - b. FY02 Budget Discussion
- 2. Planning Commission
  - a. Applications : *WATTS*  
*RTL*
- 3. ARB
  - a. Applications
- 4. BZA *N/A*
- 5. Pendleton Avenue - Discussion of Traffic Flow } *VDOT traffic flow study*
- 6. Town Park/Ayre Square Fee Discussion
- 7. Clifton Presbyterian Church Sewer Update : *50 units approved*
- 8. Other
  - Hemlock Overlook Park Plan Update
  - ISTEPA Project Discussion - Path/Sidewalks
  - ✓ Update E-Mail Addresses

- ✓ Chesley
- ✓ Arnold
- ✓ Buckley
- ✓ Harrington
- ✓ Hollaway
- ✓ Nickum
- ✓ Booth
- Jarrendt
- Effros
- Barton
- ✓ Wallace
- ✓ Williams

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

Posted, Post Office and Store

- 9. Farmers' Mkt. } *Deb Dillard*
- 10. *HAD* proposal?
- 11. Brigedown *park* : *Lynn*



*From file*

Jamie Netschert  
P.O. Box 29  
Clifton, VA 20124

Taya Abbott  
P.O. Box 280  
Clifton, Va 20124

June 5, 2001

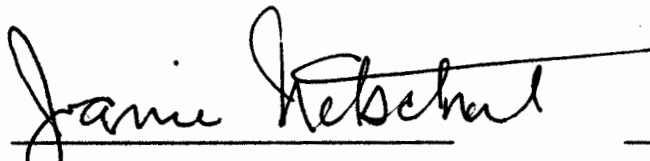
To: Clifton Town Council  
Town of Clifton, Virginia

This letter hereby serves as our formal application for an appeal to the Architectural Review Board's (ARB) decision of May 31, 2001. In that split decision of 4-3, the ARB approved an application originally dated February 15, 2001 for the construction of a glass conservatory over the existing terrace at the Hermitage Inn, 7134 Main Street.

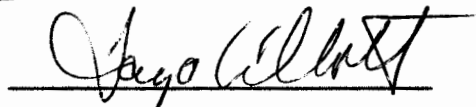
We ask that the Town Council hear our appeal at the July Town Council Meeting.

Thank you in advance for your attention to this matter.

Signed:



Jamie Netschert



Taya Abbott

Cc: Royce Jarrendt, Chairman ARB  
James Chesley, Mayor



# FAIRFAX COUNTY

ELAINE McCONNELL  
Board of Supervisors  
Springfield District  
6140 Rolling Road  
Springfield, Virginia 22152

*new file*

Telephone: 703-451-8873

Fax: 703-451-3047

V I R G I N I A

email: springfield@co.fairfax.va.us TTD: 703-455-6691

May 24, 2001

The Honorable Jim Chesley  
Mayor, Town of Clifton  
P. O. Box 309  
Clifton, Virginia 20124

*\$160,000  
a year to  
finance pump &  
haul system*

Dear Mayor Chesley: *Jim*

Thank you for taking the time to meet with me on several occasions to find a solution to the Clifton Presbyterian Church remodeling issue. I think we have dealt with yet another exception, but we need to discuss a permanent solution to the "sewer" issue for the Town of Clifton.

Years ago, there was a plan to connect Clifton to the County's gravity sewer system. Then in the early 1980's, the "downzoning" of the watershed came to fruition and the plans to connect to the sewer system were dropped in favor of the current pump and haul system. I realize that there is an ever-increasing number of truck trips and that the Town is subjected to an odor that is not pleasant.

I believe that the time has come to have serious discussions with the County Executive and selected County staff to start the design of a better and permanent solution. I believe we should start these discussions now, in order to ensure that, at some future date, circumstances do not occur that would unfairly impact the Town residents.

With your concurrence, I would like to form a working committee of County staff and representatives of the Town to discuss the future of the pump and haul sewage removal enterprise. I think we should start by scheduling an initial meeting, in June, with the County Executive, the Director of the Wastewater Planning and Monitoring Division and selected staff to map how the committee should be staffed and their mission detailed. I will have my staff coordinate the date with you in the next two weeks.

Thank you, again, for your assistance and support in this matter.

Sincerely,  
*Elaine*  
Elaine McConnell  
Supervisor  
Springfield District

*50 fixture units?*

FMC/rpm/clifsewer.doc



(draft proposal- 6/5/01)  
**"Brigadoon in Virginia"**  
 Fund Raiser for the Clifton Betterment Association  
 &  
 Town of Clifton  
 June, 2001

	<u>Expenses</u>	<u>Income</u>
Total Costs of Book publication:		
1,000 Hard Covers @ \$8.00	\$ 8,000.00	
+ 1,000 additional @ \$4.26	4,260.00	
1,000 Soft Covers @ \$7.65	7,653.00	
(do we even want to bother we soft covers?... we could order 3,000 hard covers & get a price closer to the \$7.65 for soft...)		
Typeset & design epilogue	660,00	
Freight	215.00	
Miscellaneous	<u>612.00</u>	
<b>Sub TOTAL</b>	<b><u>21,400.00</u></b>	
Xeroxing & Design of advertising flyers 5,000 copies (funded by investor \$)	2,000.00	
Miscellaneous expenses: photos, duplications (funded by investor \$)	2,000.00	
Sales to date (6/5/01)		\$ 1,000.00
5 Anonymous investors @ \$5,000.00 each (w/ <del>20%</del> return = \$500.00)	<u>5,000.00</u>	25,000.00
	<u>4</u>	
<b>Sub TOTAL - Expenses</b>	<b><u>\$ 30,500.00</u></b>	
Amount of Total Sales for:		
2,000 Hard copies @ \$25.00		50,000.00
1,000 Soft copies @ \$17.95		<u>17,950.00</u>
<b>Sub TOTAL - Sales</b>		<b><u>93,950.00</u></b>

**TOTAL PROFIT after Expenses** <sup>5</sup> **\$ 63,450.00**

Fund Raiser profits to CBA = ~~\$31,750.00~~ <sup>31,775.<sup>00</sup></sup>  
 Fund Raiser profits to Town of Clifton = ~~\$31,750.00~~ <sup>31,775.<sup>00</sup></sup>

*\* Copyright:  
27 years  
Private  
investors?  
↓  
10% per  
Year  
Return  
\$25,000  
Loan?*



- Do T.C. Minutes from 6/5/01  
ASAP! (1)

6/5/01

\* Public Hearing

FY '02

No discussion / closed

May minutes

T.C. Meeting

(1) #4 BZA

7 to 5 members

Approved w/ correction  
unanimously

(2) No treasurer's report

(3) Planning Commission - Mike Booth

(a) WATS: <sup>proposed</sup> hottub ~~at Sunroom~~ & deck  
w/ hold harmless letter (enclosed)

unanimous approval

Don't include Sunroom

(b) Taylor property - Clifton Creek Rd.  
bet. School & Wesley / Tyler Drive

2 use permits for lots inside  
from boundaries

Lots:  
26  
27

(2)

RQ & Assoc.

Ingress & Egress } through Wesley  
Tyler Drive

[question of easement]

Taylor  
property

Lots (26), and (27) (in town)

1 driveway → 6 houses??  
private road

(\*) Check Ordinance  
1 driveway serves 2 houses

Per Mac Arnold:

Dangerous precedent - next there could  
be 8 houses served by one private road

Motion to approve lots 26 & 27  
use permit applications

Standards  
for  
drive-  
way -  
Hwy. Dept.  
standards  
will be  
followed  
according  
to Chpt. 4.

Amendment

Lot 3-a-1

10-14' easement granted for  
purpose of sidewalk being constructed

Yays: Bill, Wayne, Jimmy  
Nays: Mac, Margo, Harrington

3-3 tie

— Does not pass —

Do we have control over this? Do we have  
necessary authority?

Mac:

(3)

Motion to table to research further -

Yap - Mac,

(3/3)

Way - Nicker, Hollaway, Chesky

Motion fails

\* Application has officially  
been denied

\* Public Mtg? Chip to give more  
clarification / information

Motion to reconsider our motion  
to table:

Unanimous

Motion to table until  
next T.C. mtg.

~~Way~~

(Way) Wayne  
the rest: YAYS

5/1

Motion passed

④

Bill #:

Motion to hold joint wks. session to work on the problem. re: ingress of grass by Taylor  
working session to work on the property

T.C. and Planning Com.

to mutually agree on date/time

Unanimous & Aye +

Abstain: Whayne

② Letter June 4: resignation by Mike Leath

\* Bill Hollaway named new chairman

① Church Senior issues

See letter from E. McConnell re: this request (3872 units) - approved by Town - this is the minimum amt required by State Law  
Town/Church/Staff } recommendation

Mr. Jimmy Jenkins - & distinct pieces of property



(5)

E. McConnell  
wants:

to review entire sewer issue -  
form a group from Clifton to  
talk about solutions / recommendations



We will have to pay

Do we want any changes??  
We need to discuss in depth

New & current building code will  
affect future renovation / construction  
etc.

\* Motion to recommend  
50\* fixture units for Presby Church;

Lot 13

Unanimous →

Minutes } Copy to  
Jimmy Nett

Sewer Comm.  
Mac, Ling, Travis

Will we  
have to  
reserve space  
for sewer?  
this will  
open up other  
lots &  
more  
construction!

\* this  
is a fixed  
# established  
by county  
will service  
persons  
(60)

(6)

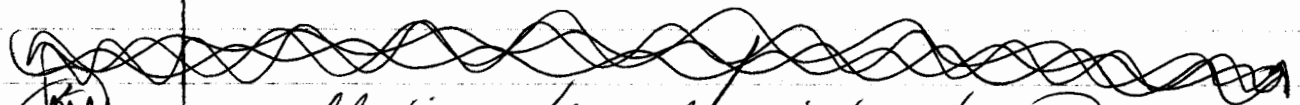
Jimmy read letter sent to T.C.  
by Elaine McConnell

She wants to form Committee  
to study sewer issue

↓  
Refer to Town Sewer Comm.

↓  
T.C. must appoint additional  
members

↓  
\* Mae will head Committee



~~ARM~~

Motion to appoint Lev Butler

Unanimous - motion

" to add M. Buckley to Sewer Comm.

⑤ Motion to recognize H. Booth's  
Contributions to Planning Comm.

Unanimous

\* Copy  
letter  
sent to  
Taya and  
Jimmy to  
ARB

⑥ ARB

Royce Tarrandt

a. Conservatory <sup>glass</sup> addition to Hermitage

4-3 vote to approve

5/31

b. detached garage - approved  
Tarrandt Property

Appeal

letter read  
from  
Netsheer  
&  
Abbott

W/in 45 days of final decision

(Appeal has been filed -

T.C. must have a spec. mtg - shall  
hear both sides, may affirm, modify

See  
Ordinance  
Section  
9-23-15

~~XXXXXXXXXXXX~~

①

T.C. has final decision

July Mtg. > place on agenda  
Motion to place on agenda → unanimous

\* Motion to move T.C. July mtg  
to July 10 Tues  
↓  
unanimous

T.C.  
can affirm, or  
reverse, or  
modify decision

ARB may  
present  
reasons  
for  
their approval

\* Write letter / copy to  
force

Notify Jamie & Taya

↓  
July 10th T.C. Mtg.

We need to hear their  
appeal

If you would like  
present written summary  
of your opinion

ARB:

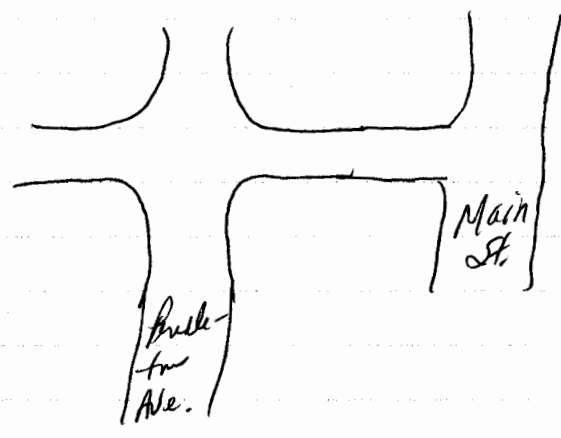
Both sides must be heard/presented  
reasons given for vote

ARB will  
present info  
on both  
sides

~~XXXXXXXXXXXX~~

⑧  
 ⑦ Pendleton Ave. - traffic flow  
 1 way?

Chris wants a  
 1-way traffic  
 to reduce  
 by 50%



Should we have professionals look at our  
 traffic problem & overall traffic flow

Jimmy will contact VDOT  
 for August T.C. mtg. to discuss traffic

\* traffic flow study

~~John~~  
 Keith, who  
 was out in  
 front of  
 workshop  
 worked

Jimmy  
 would  
 like any

motion for VDOT  
 ↓  
 unanimous

⑧ Proposed  
 park fees ↓

tabled until next T.C. mtg.

We need to  
 be uniform.  
 We shouldn't  
 chg. at all!

Let's decide.



⑨ Brigadoon Book } Lynn Garvey Hodge  
History Commission

Non Netherthn: updated version

Report by Lynn

Hard  
copies  
will pull  
better

1980:  
1250 hard cover  
5000 soft cover

~~idea~~ Idea to just  
order hard cover  
(2000)

Dad's  
Birthday  
June  
5th

$\frac{25}{\$2000}$   
50,000

\* I'm much too busy to  
take on any more jobs! I have  
to draw the line!

Let's  
keep  
quitting!  
Army!

We may want to do fewer copies -

how do we get \$\$\$ to finance project?

CBAs originally handled project → <sup>purpose of establishing</sup> historical perspective

We have \$12,000 in one of our bank acc'ts.  
J. Chesley says "let's go!!" J.C. says we have investors  
who want to contribute financially!!

Conflict in interest??

Brigade - cont'd . . . .

table until next month?

- Can we reduce expenses somewhat?
- Can we use \$ from acct mentioned

Put on agenda

↓  
 July 10th T.O.  
 Reward fund issue

Lynn > July 10th

Can Lynn be an authorized agent?  
 Rob can check on legalities?

Positive effects of this project??



Can checks be held in pawn?  
 Marilyn? Lynn?

Motion to ? do what?

~~Is~~ Do we want to  
 run another article  
 in Centre View? -  
 very favourable response

This thus at  
 CBA mtg. → Book  
 Comm. to meet  
 at CBA mtg. PPM  
 Primitive  
 Baptist  
 Church

⊛ Book Committee -  
 Margo, Lynn, Mac  
 Arnold

(11)

Discussion will continue

Address  
List to  
Deb Dillard

(10) Deb Dillard: Farmer's Mt report  
↓ Advertising  
Specials ↓

(11) HUD issue - Bill Holloway

make ## free of risk

Revenue Comm. to look into

this proposal w/ town attorney

next

Motion passed

(12)

Wkyre - Chg. in Ordinance - sect  
2-10

insert in A: to read

2-10-A

No pay't made by

unless by resolution  $\frac{2}{3}$  majority

Motion  
to  
approve  
unanimous  
\$500  
or  
more  
↓  
must be  
reviewed first  
by T.C. if  
over \$500.00

13

~~Agenda~~

Budget discussion



6/19/01

— discussion

Budget approval of  
7:00 PM

FY2002

Post office /

Immediately  
After:

Joint work session  
re: Taylor property / driveway

~~Post~~

Notes

Agenda } Next mts.



Minutes  
Clifton Town Council Meeting  
Tuesday, June 5, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve May 1, 2001, Town Council minutes with the following correction: under item #4, "Motion made to reduce number from seven to five." Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

2. No Treasurer's report this evening.

3. Planning Commission: Mike Booth

a. Watts use permit for proposed deck/hot-tub, with hold harmless letter from Joan and William Watts. Motion made to approve, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. Two R/JL use permits for lots 26 and 27 of Taylor property, off Clifton Creek Road, and between Clifton Elementary and Wesley-Tyler Drive, both of which fall within the town boundaries. Question of easement, and ingress and egress through Wesley-Tyler Drive, with one driveway serving two houses. According to R/JL builder Chip Pacuilli, the standards for the driveway will follow the Virginia Highway Department standards. Motion made to approve use permits. Yays: Chesley, Hollaway, Nickum. Nays: Arnold, Buckley, Harrington. 3-3 tie, motion fails. Question of whether or not Town Council has control over this issue. Motion made to table until more research can be conducted. Yays: Arnold, Buckley, Harrington. Nays: Chesley, Hollaway, Nickum. 3-3 tie, motion fails. Application has officially been denied. Mr. Pacuilli offered to attend the next Town Council meeting and give more clarification/information. Motion made to reconsider previous motion to table until more research can be conducted. Yays: Chesley, Arnold, Buckley, Harrington, Hollaway. Nay: Nickum. Motion passes. Additional motion made by Bill Hollaway to hold joint working session between Town Council and Planning Commission to address ingress and egress of Taylor property. Yays: Chesley, Arnold, Buckley, Harrington, Hollaway. Abstain: Nickum. Motion passes.

c. Mayor Chesley read letter of resignation from Planning Commission Chairman, Mike Booth. Bill Hollaway named new chairman.

4. Clifton Presbyterian Church sewer update: Mayor Chesley read letter from Supervisor Elaine McConnell regarding the 38 1/2 fixture units approved by the Clifton Town Council. Since 50 fixture units is the fixed number established by the county, a motion was made to recommend fifty fixture units (which will service 60 persons) for Clifton Presbyterian Church, lot 13. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. In her letter, Supervisor McConnell urges Clifton to review the entire sewer issue and wants Clifton to form a special group to study in depth solutions and recommendations, and whether or not the town, in fact, wants any changes. At present, the sewer committee is comprised of Mac Arnold, Richard King, and Travis Worsham. Motion made to add Lev Buller and Margo Buckley to sewer committee. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Nickum.

5. Motion made to recognize contributions and years of service by Mike Booth to Planning Commission. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

6. ARB: Royce Jarrendt

a. Approval of plan for detached garage to be constructed on Jarrendt property

b. Approval of glass conservatory to be constructed over existing terrace at Hermitage Restaurant, with vote of 4-3. Mayor Chesley read appeal of this decision filed by Jamie Netschert and Taya Abbott. This will be addressed at the July meeting of the Town Council, at which time the Town Council can affirm, reverse, or modify decision. ARB is encouraged to attend in order to present reasons that were expressed for and against this decision. Taya and Jamie will be notified by the Town Clerk that their appeal will be officially heard at this meeting and that they should plan to attend. The Hermitage will also be notified and urged to attend.

7. Motion made to hold the next Town Council meeting on July 10, 2001, due to the 4th of July holiday. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

8. Issue of traffic problems on Pendleton Avenue. Chris O'Donnell suggested this street be made one way. Mayor Chesley offered to contact VDOT and ask that they be present at August Town Council meeting to report on our traffic problems and overall traffic flow. Motion made for VDOT to conduct study and report findings to Town Council at August meeting.. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

9. Fees discussed for reserving Ayre Square and Gazebo Park. Tabled until July Town Council meeting.

10. *Brigadoon in Virginia* report and draft proposal: Lynne Garvey Hodge. Discussion on financing this project, with Lynne reporting on checks received to reserve copies of book. The article in Centre View produced a very favorable response, and Lynne wondered if we want to run another. The *Brigadoon* book committee, comprised of Lynne Garvey Hodge, Mac Arnold and Margo Buckley, will attend next CBA meeting to discuss details of funding and production. In the meantime, Rod Williams will check on whether or not Lynne can be an authorized agent for the book, and what we should do with checks received thus far. More discussion will follow at July Town Council meeting.

11. Farmer's Market: Deb Dillard. Deb reported on specials being offered by vendors through advertising coupons printed on post cards.

12. HUD issue: Bill Hollaway. Motion made for Revenue Committee to look into proposal with town attorney and report at next Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

13. Motion made by Wayne Nickum to change Town Ordinance, Sec. 2-10, a to read as follows:

a. No payments shall be made from the Town Treasury for supplies and/or services for amounts in excess of \$500, unless by resolution of a majority of the members of the Council present in advance of the rendering of the services or the furnishing of the supplies, the Council approves such expenditure.

Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

14. Motion made to hold public discussion of proposed FY2002 budget on June 19, 2001, with special meeting immediately following to review Taylor property driveway issue. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway,

Sec. 2-10.

PAYMENTS BY TOWN TREASURER; LIMITS; EXCEPTIONS; TOWN TREASURER.

a. No payments shall be made from the Town Treasury for supplies and/or services for amounts in excess of \$500, unless, by resolution of a majority of the members of the Council present in advance of the rendering of the services or the furnishing of the supplies, the Council approves such expenditure.

b. The Treasurer shall be the custodian of all Town funds and shall disburse the funds only upon direction by the Council or in any other manner according to law.



*Put  
w/ T.C. Minutes  
6/5/01*

Sec. 2-10.

**PAYMENTS BY TOWN TREASURER; LIMITS; EXCEPTIONS; TOWN TREASURER.**

a. No payments shall be made from the Town Treasury for supplies and/or services for amounts in excess of \$500, unless, by resolution of a majority of the members of the Council present in advance of the rendering of the services or the furnishing of the supplies, the Council approves such expenditure.

b. The Treasurer shall be the custodian of all Town funds and shall disburse the funds only upon direction by the Council or in any other manner according to law.



# COMMONWEALTH of VIRGINIA

## Commission on Local Government

George O'N. Urquhart  
Executive Director

Deputy Director  
Ted McCormack

Pocahontas Building, Suite 103  
900 East Main Street  
Richmond, VA 23219

Telephone: (804) 786-6508  
Va. Relay Center: (800) 828-1120  
Telecopier: (804) 371-7999

*From file  
June 19th  
ms.*

June 8, 2001

The Honorable William Arnold  
Vice Mayor, Town of Clifton  
12641 School Street  
Clifton, VA 20124

RE: Meals Tax

Dear Vice Mayor Arnold:

Thank you for your return call providing information on the motor vehicle license tax in the Town of Clifton.

In response to your inquiry regarding use of the meals tax, I am enclosing a copy of the relevant section of the annual tax rates report published by the Weldon Cooper Center for Public Service at the University of Virginia. It does not appear to be available on the Weldon Cooper web site ([www.virginia.edu/coopercenter](http://www.virginia.edu/coopercenter)), which offers information on ordering the full printed publication.

I hope this excerpt provides the information you are seeking on use of the meals tax in other communities.

Sincerely,

*Alda Wilkinson*

Alda Wilkinson, AICP  
Senior Economic Policy Analyst

Enclosure: Section 18 from 2000 Tax Rates of Virginia's Cities, Counties, and Selected Towns, published by the Weldon Cooper Center for Public Service

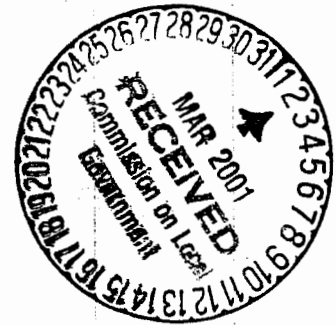
# 2000 Tax Rates

Virginia's Cities, Counties,  
and Selected Towns

19<sup>th</sup> Annual Edition

John L. Knapp  
Project Director

In Cooperation with  
Virginia Association of Counties  
Virginia Municipal League



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*University of Virginia*

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Wise, VA 24293-0016  
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**Southside**  
1008 South Main Street  
Danville, VA 24541  
(804) 791-5174 • (804) 791-5175 • FAX: (804) 791-5176



## Introduction

---

This is the nineteenth edition of *Tax Rates in Virginia's Cities, Counties, and Selected Towns*—a comprehensive guide to local taxes in Virginia prepared by the University of Virginia's Weldon Cooper Center for Public Service. This study, which is based on information gathered in the spring and summer of 2000, includes all of Virginia's 40 cities and 95 counties and 150 of the state's 189 incorporated towns. The study also provides information from the Virginia Department of Taxation's 2000 legislative summary and its assessment/sales ratio study for the real property tax in 1998.

Each year we make incremental improvements in this publication. This year we converted from the FileMaker Pro database program to the Microsoft Access program. Although this change does not change the appearance of the program, it will make our database more useful to others since the Access program is more widely used. Although the content is very similar to that of the previous edition, all sections and tables have been renumbered. In several instances we have made changes in table format so that some items may be in a different table than previously. Also, we

have added a new table based on survey data, Table 26.1: Public Rights-of-Way User Fees.

The study is separated into twenty-seven sections. The first section contains a summary of local tax sources and some historical analysis. Section 2 provides information on newly enacted changes in the *Virginia Code* affecting local governments. Sections 3 through 27 cover specific taxes and service charges. Most of the data came from a detailed questionnaire (see Appendix A for a facsimile of the document) sent to all cities, counties, and towns. Appendix B provides a listing of names and phone numbers of respondents and non-respondents to the questionnaire. The 1999 edition contained an Appendix C showing selected web addresses for state and local government fiscal topics. That section has been dropped because good current information is on the Cooper Center's VaStat web site. Go to the Government Finance/Taxation section at: <http://www.virginia.edu/coopercenter/vastat/#tax>. Most of the information at the site is for Virginia, but there are also interstate links. The Schmidt Enterprises, LLC link is particularly helpful.

Although this report is comprehensive, a few taxes are not included. Alcohol taxes are too complex to report briefly.

The bank franchise tax is not discussed in this study because the tax is uniform among all localities. All the localities that impose the bank franchise tax do so at the maximum rate allowed by statute—80 percent of the state rate of taxation (§§58.1-1208 through 58.1-1210 of the *Code*). The reason for this is §58.1-1213, entitling banks to a credit upon the state franchise tax equal to the total amount of local franchise tax paid. As a result, localities receive 80¢ of each \$1 of possible state bank franchise tax revenue.

In addition, this study does not cover the local option sales tax (§§58.1-605, 58.1-606, and 58.1-608), because every city and county imposes it at 1 percent, nor does this study cover the various property taxes imposed on public service corporations.

If a table shows for a particular locality a different tax than reported in the previous edition, this usually means that the tax has been changed. However, there is always the possibility that in one or both years the response was inaccurate.

In the tables in this study three dots (...) are used to show there was no response and "N/A" is used to indicate "not applicable." The dots are also employed when a respondent left a blank space. Readers are encouraged to use the phone list in Appendix B to obtain clarification and additional detail.

John L. Knapp, Professor and Research Director of the Business and Economics Section, was the project director. In this capacity he designed the

publication and was responsible for final approval of the entire content. Stephen C. Kulp was responsible for all day-to-day work on the project. He designed the new database, administered the survey, and translated the results into tables, checked relevant code sections, and made appropriate changes in the text. Student research assistants Catherine Elaine Barchers, Katherine Forrest Wagoner, and Michael Everett Welser assisted Steve Kulp with mailing, follow-up, and other aspects of the work. Susan E. Wormington of the Cooper's Center Publications and Communications Division designed the cover.

Albert W. Spengler, who authored this study for a number of years before I took over in 1991, did much of the groundwork on the study when it was his responsibility.

Three employees of the Virginia Department of Taxation provided special assistance. Janice Cole, Customer Services, provided information on local cigarette taxes. Carol Donaldson, Office of Tax Policy, furnished an electronic version of *1999 Legislative Summary* that formed the basis for Section 1 in the study. Sarah L. Ryder, Office of Tax Policy, reviewed the questionnaire and offered helpful suggestions.

The questionnaire was also reviewed by James D. Campbell, Executive Director, Virginia Association of Counties, and by Betty Long, Deputy Director, Virginia Municipal League. The strong support for this publication by the two local government associations adds to its acceptance as a basic reference on Virginia local taxes.

I am grateful to the many local officials throughout the Commonwealth who supplied the survey information

presented in this study. I thank them for their willingness to provide information and their patience in answering follow-up questions. Excellent response rates of 100 percent for the cities and counties and 79 percent for the towns could not

have been achieved without their cooperation.

Please let me hear from you if you have corrections or suggestions for possible changes or additions to future editions.

John L. Knapp  
Project Director  
Jlk6a@virginia.edu

Charlottesville  
December 2000



## Section 18

### Excise Taxes on Meals, Transient Occupancy, Cigarettes, Tobacco, Admissions, and Motor Fuels, 2000

Among the many local taxes levied by Virginia's localities are five excise sales taxes on meals, transient occupancy, cigarettes, admissions, and motor fuels. **Table 18.1** provides a detailed list of rates for these taxes for the 40 cities, 54 counties, and 85 towns reporting such taxes in effect during the 2000 fiscal year.

#### Meals Tax and Transient Occupancy Tax

The meals tax and the transient occupancy tax (or lodging tax) are a flat percentage imposed on the price of a meal, or on the charge for the occupancy of any room or space in hotels, motels, boarding houses, travel campgrounds, and other facilities providing lodging for less than thirty days. The authority to levy these taxes varies greatly among jurisdictions. According to §58.1-3819 of the *Code of Virginia*, counties may levy a transient occupancy tax with a maximum tax rate of 2 percent. Counties satisfying conditions described in §58.1-3819 (A) may increase their transient occupancy tax to a maximum of 5 percent. The portion of the tax collections exceeding 2 percent must be used by the county for tourism and tourism related expenses. Under §58.1-3822, counties with the county manager plan of government have the option of levying an additional tax of 0.25 percent of the room charge.<sup>1</sup> Counties may also levy a meals tax (§58.1-3833), on food

and beverages offered for human consumption if the tax is approved in a voter referendum. However, several counties have been exempted from the voter referendum requirement (see §58.1-3833 (B) of the *Code*). An amendment for 2000 further clarified the types of food subject to the meals tax by creating a uniform definition of food. The tax cannot be imposed on food that meets the definition of food under the federal Food Stamp Program, with the exception of sandwiches, salad bar items, certain prepackaged salads, and non-factory sealed beverages. Finally, the meals tax, when combined with the state general sales and use tax (3.5 percent), and the local general sales and use tax (1.0 percent), must not exceed 8.5 percent. Certain localities may exceed the 8.5 percent total based on a grandfather clause enacted in the original 1988 legislation. Accordingly, 21 cities and 16 towns report charging a meals tax over 4 percent.

Furthermore, counties are restricted in their authority to levy the meals and lodging taxes within the limits of an incorporated town unless the town grants the county authority to do so (§58.1-3711). Cities and towns are granted the authority (indirectly) to levy the meals and lodging taxes under the "general taxing powers" found in their charters (§58.1-3840). In 2000, §58.1-3819 was amended to allow any county having a population of no less than 29,750 and no greater than 31,000, and no less than 60,000 and no greater than 62,500, to increase its transient occupancy tax to a rate not to exceed 5 per-

<sup>1</sup> The counties of Chesterfield, Henrico, and Hanover may, under § 58.1-3823, impose an additional lodging tax of 4 percent of the charge of the room. This revenue is designated for use in tourism promotion.



cent of the amount charged for a room. Receipts must be spent on tourism initiatives. The intent of this amendment is to allow Stafford and Gloucester counties to impose additional lodging taxes.

The first two columns of Table 18.1 list the rates for the meals tax and the transient occupancy tax, respectively. All cities impose a meals tax. The median rate for the meals tax is 4.5 percent among cities. The minimum rate is 2.0 percent and the maximum 6.5 percent. The meals tax rate is slightly lower among the 33 counties that report having it, with the median reported to be 4.0 percent, the minimum 2.0 percent and the maximum 5.0 percent. Among the 82 towns that report having a meals tax, the minimum rate is 1.0 percent, the maximum 5.5 percent, and the median rate is 4.0 percent.

The transient occupancy (lodging) tax shows greater variation than the meal tax. The median rate for the 35 cities that report using it is 5.0 percent, the minimum 2.0 percent, and the maximum (Richmond) 8.0 percent, though Virginia Beach has a rate of 9.9 for special districts. Fifty counties report imposing a transient occupancy tax. The extremes range from 2.0 to 8.0 percent with a median rate of 2.0 percent. The 47 towns that report having an occupancy tax show a median of 4.0 percent with a minimum rate of 1.0 percent and a maximum of 6.0 percent.

### **Cigarette and Tobacco Taxes**

The state is authorized by Section §58.1-1001 of the state code to levy a tax on cigarettes of 1.25 mills per cigarette (\$0.025 on a pack of twenty). Section §58.1-3830 allows for the local taxation of the sale or use of cigarettes. Cities and towns are authorized to levy the tax only if they had authority to do so prior to January 1, 1977. The right to levy the

tax has been granted to only a few counties by general law. Fairfax and Arlington counties may levy the cigarette tax with a maximum rate of 5 cents per pack or the amount levied under state law, whichever is greater (§58.1-3831). No county cigarette tax is applicable within town limits if the town's governing body does not authorize that county to levy the tax. The cigarette tax is a flat fee levied on each package of cigarettes. Unlike the meals and transient occupancy taxes, which are added directly onto the bill at the time of purchase, the cigarette tax is added onto the price per pack before the purchaser buys the cigarettes. In addition, localities, which levy a tobacco license tax on wholesalers and/or retailers, are also listed in Table 18.1 next to the cigarette tax. The tobacco license tax is levied either as a flat tax or as a portion of gross receipts. If no schedule is given in the Table 18.1, then it should be read as a flat tax. A total of 21 cities levy some sort of tax on cigarettes, while 2 counties and 14 towns report doing so. Taxes range from \$0.02 to \$0.53 a pack.

### **Admissions Tax**

Events to which admissions are charged are classified into five groups by §58.1-3817 of the *Code of Virginia*; they are: 1) those events from which the gross receipts go entirely to charitable purposes, 2) admissions charged for events sponsored by public and private educational institutions, 3) admissions charged for entry into museums, botanical or similar gardens, and zoos, 4) admissions charged for sporting events, and 5) all other admissions. In imposing the admissions tax, localities have the authority to tax each class of admissions with the same or with a different tax rate. §58.1-3818 allows a locality to exempt certain qualified charitable events from admissions tax charges. Four counties (Fairfax, Arlington, Dinwiddie, and

Prince George) have been granted permission to levy an admissions tax at a rate not to exceed 10 percent of the amount of charge for admissions (§§58.1-3818 and 58.1-3840). Only two counties in Virginia—Dinwiddie and Roanoke—currently levy the admissions tax. Cities and towns are granted the authority (indirectly) to levy the admissions tax under the "general taxing powers" found in their charters (§58.1-3840). Fifteen cities and one town (Vinton) reported levying the admissions tax.

### **Motor Fuels Sales Tax**

Under §58.1-1720, any county or city which is a member of a transportation district with a commuter mass transport system, or in any transportation district subject to §15.1-1357 (B) (6) and which is contiguous to the Northern Virginia Transportation District may levy a sales tax of 2 percent on the retail price of fuels sold for any purpose other than resale. Furthermore, §58.1-1721 requires that during the first full fiscal year in which the tax is levied, the real estate tax and/or other locally levied taxes must

be reduced in an amount that would have been or has been spent by the locality on rail or bus services, but is instead paid for by the revenues of the sales tax on fuels.

A tax is imposed by 11 localities working as part of 2 transportation commissions. The Northern Virginia Transportation Commission (NVTC) consists of Fairfax, Loudon, and Arlington counties and Alexandria, Fairfax, and Falls Church cities. It helps provide financial support for the activities of the Washington Metropolitan Area Transit Authority (WMATA, also known as the Metro) and the Virginia Railway Express (VRE). The other commission, the Potomac and Rappahannock Transportation Commission (PRTC), consists of 3 cities (Fredericksburg, Manassas, and Manassas Park), and 2 counties (Prince William and Stafford). It provides support to rail transport (VRE) in the affected counties and bus services originating in Prince William County through Omniride and Omnilink.



**Table 18.1**  
**Meals, Transient Occupancy, Cigarette, Admissions,**  
**and Motor Vehicle Fuel Excise Taxes, 2000**

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Cities</b>	Note: All cities responded to the survey.				
Alexandria	3.0	5.5% + \$1 per night	N/A	N/A	2.0
Bedford	5.0	5.0	0.10	N/A	N/A
Bristol	5.0	5.0	0.04 (20 cig.) 0.05 (25 cig.)	N/A	N/A
Buena Vista	4.0	4.0	N/A	N/A	N/A
Charlottesville	3.0	5.0	0.12	N/A	N/A
Chesapeake	5.5	6.0	0.25 (20 cig.) 0.3125 (25 cig.) 0.375 (30 cig.)	10.0	N/A
Clifton Forge	4.0	N/A	0.04 (20 cig.) 0.05 (25 cig.)	N/A	N/A
Colonial Heights	5.0	5.0	N/A	N/A	N/A
Covington	4.0	2.0	N/A	N/A	N/A
Danville	4.5	2.0	...	N/A	N/A
Emporia	5.0	5.0	N/A	N/A	N/A
Fairfax	2.0	4.0	0.25 (20 cig.) 0.3125 (25 cig.)	N/A	2.0
Falls Church	4.0	5.0	0.25 (20 cig.) 0.3125 (25 cig.)	N/A	2.0
Franklin	4.5	5.0	0.25	N/A	N/A
Fredericksburg	4.5	4.0	0.05	4.0	2.0
Galax	4.0	N/A	N/A	N/A	N/A
Hampton	5.5	5.5	0.35 (20 cig.) 0.44 (25 cig.) 0.53 (30 cig.)	10.0	N/A
Harrisonburg	5.0	5.0	...	5.0	N/A
Hopewell	4.5	4.5	N/A	N/A	N/A
Lexington	4.0	4.0	N/A	N/A	N/A

N/A Not applicable.

... No response provided.

Table 18.1 (continued)

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Cities (continued)</b>					
Lynchburg	6.0	5.5% + \$1per night	0.15 (20 cig.) 0.1875 (25 cig.)	5.0	N/A
Manassas	4.0	4.0	0.15 (20 cig.)	N/A	2.0
Manassas Park	4.0	N/A	0.15	N/A	2.0
Martinsville	4.0	N/A	N/A	N/A	N/A
Newport News	5.5	5.5	0.35 (20 cig.) 0.4375 (25 cig.) 0.525 (30 cig.)	7.5	N/A
Norfolk	5.5	8.0	0.30 (20 cig.) 0.375 (25 cig.)	10.0	N/A
Norton	5.0	4.0	N/A	N/A	N/A
Petersburg	3.0	4.0	0.10 (20 cig.)	0.05	N/A
Poquoson	4.0	N/A	N/A	N/A	N/A
Portsmouth	6.5	6.5	N/A	10.0	N/A
Radford	4.0	2.0	N/A	N/A	N/A
Richmond	5.0	8.0	N/A	6.0	N/A
Roanoke	4.0	6.0	0.17 (20 cig.) 0.2125 (25 cig.)	5.0	N/A
Salem	4.0	4.0	N/A	5.0	N/A
Staunton	5.0	4.0	N/A	N/A	N/A
Suffolk	5.0	5.0	0.30 (20 cig.) 0.375 (25 cig.)	10.0	N/A
Virginia Beach	4.5	5.5 9.9 <sup>a</sup>	0.27 (20 cig.) 0.3375 (25 cig.)	10.0 <sup>b</sup> 5.0 <sup>c</sup>	N/A
Waynesboro	4.0	4.0	0.04	N/A	N/A
Williamsburg	5.0	5.0	N/A	N/A	N/A
Winchester	4.0	4.0	0.10	5.0	N/A

N/A Not applicable.

<sup>a</sup> Imposed on special districts.<sup>b</sup> For concert events.<sup>c</sup> For sporting events.



Table 18.1 (continued)

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Counties</b>	Note: All counties responded to the survey. Those that answered "not applicable" for all items in this table are excluded.				
Accomack	N/A	2.0	N/A	N/A	N/A
Albemarle	4.0	5.0	N/A	N/A	N/A
Alleghany	4.0	2.0	N/A	N/A	N/A
Amherst	4.0	3.0	N/A	N/A	N/A
Appomattox	5.0	N/A	N/A	N/A	N/A
Arlington	4.0	5.25	0.05 (20 cig.) 0.0625 (25 cig.)	N/A	2.0
Augusta	4.0	4.0	N/A	N/A	N/A
Bedford	4.0	2.0	N/A	N/A	N/A
Bland	4.0	2.0	N/A	N/A	N/A
Botetourt	4.0	4.0	N/A	N/A	N/A
Buchanan	N/A	2.0	N/A	N/A	N/A
Caroline	4.0	5.0	N/A	N/A	N/A
Carroll	4.0	2.0	N/A	N/A	N/A
Chesterfield	N/A	6.0	N/A	N/A	N/A
Clarke	N/A	2.0	N/A	N/A	N/A
Craig	4.0	N/A	N/A	N/A	N/A
Culpeper	N/A	2.0	N/A	N/A	N/A
Dinwiddie	4.0	2.0	N/A	4.0	N/A
Fairfax	N/A	2.0	0.05 (20 cig.) 0.0625 (25 cig.) 0.75 (30 cig.)	N/A	2.0
Franklin	4.0	5.0	N/A	N/A	N/A
Frederick	2.0	2.0	N/A	N/A	N/A
Giles	N/A	2.0	N/A	N/A	N/A
Gloucester	4.0	N/A	N/A	N/A	N/A
Greene	4.0	2.0	N/A	N/A	N/A
Greensville	4.0	2.0	N/A	N/A	N/A
Halifax	N/A	2.0	N/A	N/A	N/A
Hanover	N/A	8.0	...	N/A	N/A
Henrico	N/A	8.0	N/A	N/A	N/A
Henry	4.0	2.0	...	N/A	N/A
Isle of Wight	N/A	2.0	N/A	N/A	N/A

N/A Not applicable.

... No response provided.

Table 18.1 (continued)

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Counties (continued)</b>					
James City	4.0	4.0	N/A	N/A	N/A
King George	4.0	2.0	N/A	N/A	N/A
Lee	N/A	2.0	N/A	N/A	N/A
Loudoun	N/A	5.0	N/A	N/A	2.0
Madison	4.0	N/A	N/A	N/A	N/A
Montgomery	N/A	2.0	N/A	N/A	N/A
Nelson	4.0	2.0	N/A	N/A	N/A
Northampton	N/A	2.0	N/A	N/A	N/A
Nottoway	N/A	2.0	N/A	N/A	N/A
Orange	N/A	2.0	N/A	N/A	N/A
Page	4.0	4.0	N/A	N/A	N/A
Prince George	4.0	2.0	N/A	N/A	N/A
Prince William	N/A	5.0	N/A	N/A	2.0
Pulaski	4.0	5.0	N/A	N/A	N/A
Roanoke	4.0	5.0	N/A	5.0	N/A
Rappahannock	4.0	2.0 <sup>d</sup>	N/A	N/A	N/A
Rockbridge	4.0	4.0	N/A	N/A	N/A
Rockingham	N/A	2.0	N/A	N/A	N/A
Shenandoah	N/A	2.0	N/A	N/A	N/A
Spotsylvania	4.0	5.0	N/A	N/A	N/A
Stafford	4.0	2.0	N/A	N/A	2.0
Washington	N/A	2.0	N/A	N/A	N/A
Wythe	4.0	5.0	N/A	N/A	N/A
York	4.0	5.0	N/A	N/A	N/A
<b>Towns</b>	Note: Towns that answered "not applicable" for all items in this table are excluded. For a listing of town respondents and non-respondents, see Appendix B.				
Abingdon	4.0	4.0	N/A	N/A	N/A
Altavista	5.5	5.5	N/A	N/A	N/A
Amherst	4.0	2.0	N/A	N/A	N/A
Appomattox	5.0	5.0	N/A	N/A	N/A
Ashland	4.0	4.0	N/A	N/A	N/A

N/A Not applicable.

... No response provided.

<sup>d</sup> 4% if meals are included.

Table 18.1 (continued)

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Towns (continued)</b>					
Berryville	2.0	N/A	N/A	N/A	N/A
Big Stone Gap	5.0	5.0	...	N/A	N/A
Blacksburg	4.0	4.0	0.10 (20 cig.)	N/A	N/A
Blackstone	4.5	N/A	N/A	N/A	N/A
Bluefield	3.0	N/A	0.02	N/A	N/A
Bowling Green	4.0	5.0	N/A	N/A	N/A
Bridgewater	4.0	N/A	N/A	N/A	N/A
Brodnax	4.0	4.0	N/A	5.0	N/A
Buchanan	4.0	N/A	N/A	N/A	N/A
Burkeville	4.5	5.0	N/A	N/A	N/A
Cape Charles	N/A	N/A	0.05 (20 cig.) 0.06 (25 cig.) 0.08 (30 cig.)	N/A	N/A
Cedar Bluff	4.0	N/A	N/A	N/A	N/A
Chilhowie	3.0	N/A	0.02	N/A	N/A
Chincoteague	4.0	2.0	N/A	N/A	N/A
Christiansburg	4.0	4.0	N/A	N/A	N/A
Clarksville	4.0	3.0	N/A	N/A	N/A
Clintwood	4.0	3.0	N/A	N/A	N/A
Coeburn	5.0	N/A	N/A	N/A	N/A
Colonial Beach	3.0	3.0	N/A	N/A	N/A
Crewe	4.5	N/A	N/A	N/A	N/A
Culpeper	4.5	4.5	0.10	N/A	N/A
Damascus	4.0	4.0	N/A	N/A	N/A
Dublin	4.0	N/A	N/A	N/A	N/A
Dumfries	4.0	4.0	...	N/A	N/A
Edinburg	N/A	2.0	N/A	N/A	N/A
Farmville	4.5	4.5	N/A	N/A	N/A
Fincastle	4.0	N/A	N/A	N/A	N/A
Fries	4.0	N/A	N/A	N/A	N/A
Front Royal	4.0	6.0	N/A	N/A	N/A
Gate City	5.0	N/A	N/A	N/A	N/A

N/A Not applicable.

... No response provided

Table 18.1 (continued)

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Towns (continued)</b>					
Glade Spring	5.0	N/A	N/A	N/A	N/A
Gordonsville	4.5	N/A	N/A	N/A	N/A
Haysi	4.0	N/A	N/A	N/A	N/A
Herndon	N/A	6.0	0.20 (20 cig.)	N/A	N/A
Hillsville	4.0	4.0	N/A	N/A	N/A
Kilmarnock	4.0	N/A	0.05	N/A	N/A
Lebanon	4.0	4.0	N/A	N/A	N/A
Leesburg	3.5	6.0	0.25 (20 cig.) 0.3125 (25 cig.) 0.375 (30 cig.)	N/A	N/A
Louisa	3.0	N/A	N/A	N/A	N/A
Luray	4.0	3.0	N/A	N/A	N/A
Madison	4.0	N/A	N/A	N/A	N/A
Marion	5.0	4.0	0.02 (20 cig.) 0.03 (25 cig.)	N/A	N/A
Middleburg	3.0	3.0	N/A	N/A	N/A
Middletown	2.0	2.0	N/A	N/A	N/A
Monterey	1.0	N/A	N/A	N/A	N/A
Mount Jackson	2.0	N/A	N/A	N/A	N/A
Narrows	2.0	N/A	N/A	N/A	N/A
New Market	4.0	3.0	N/A	N/A	N/A
Occoquan	1.0	1.0	N/A	N/A	N/A
Onancock	N/A	2.0	N/A	N/A	N/A
Orange	4.5	N/A	N/A	N/A	N/A
Pearisburg	4.0	N/A	N/A	N/A	N/A
Pennington Gap	3.0	2.0	N/A	N/A	N/A
Pulaski	4.0	N/A	0.10 (20 cig.) 0.13 (25 cig.)	N/A	N/A
Purcellville	3.0	N/A	0.20 (20 cig.) 0.25 (25 cig.) 0.30 (30 cig.)	N/A	N/A
Richlands	4.0	N/A	N/A	N/A	N/A
Rural Retreat	4.0	N/A	N/A	N/A	N/A
Saint Paul	5.0	N/A	N/A	N/A	N/A
Saltville	5.0	N/A	N/A	N/A	N/A
Scottsville	4.0	5.0	...	N/A	N/A

N/A Not applicable.

... No response provided



**Table 18.1 (continued)**

Locality	Meals (Restaurant) Tax (%)	Transient Occupancy Tax (%)	Cigarette Tax (\$ Per Pack)	Admissions Tax (%)	Motor Vehicle Fuel Tax (%)
<b>Towns (continued)</b>					
Shenandoah	4.0	4.0	N/A	N/A	N/A
South Boston	3.0	4.5	N/A	N/A	N/A
South Hill	3.5	3.5	N/A	N/A	N/A
Stanley	4.0	4.0	N/A	N/A	N/A
Stephens City	4.0	5.0	N/A	N/A	N/A
Strasburg	4.0	N/A	N/A	N/A	N/A
Surry	3.0	3.0	N/A	N/A	N/A
Tappahannock	3.0	2.0	N/A	N/A	N/A
Tazewell	4.0	N/A	N/A	N/A	N/A
Urbanna	4.0	N/A	N/A	N/A	N/A
Vienna	3.0	3.0	0.20 (20 cig.) 0.25 (25 cig.)	N/A	N/A
Vinton	4.0	2.0	N/A	5.0	N/A
Warrenton	4.0	4.0	0.15 (20 cig.) 0.1875 (25 cig.) 0.225 (30 cig.)	N/A	N/A
Warsaw	2.0	N/A	N/A	N/A	N/A
Washington	2.5	2.5	N/A	N/A	N/A
Waverly	3.5	N/A	N/A	N/A	N/A
West Point	4.0	N/A	...	N/A	N/A
Windsor	4.0	N/A	N/A	N/A	N/A
Wise	4.0	4.0	N/A	N/A	N/A
Woodstock	5.0	N/A	N/A	N/A	N/A
Wytheville	4.0	3.0	0.03 (20 cig.) 0.045 (25 cig.)	N/A	N/A
N/A	Not applicable.				
...	No response provided.				

All present to T.C. Knight ...

Special Joint  
T.C. & Planning Comm.  
Mtg.

6/19/01

★ Budget discussion FY 2002

Book issue? Should we relinquish?

\* CBA mtg. on books:  
order smaller # of books? Lynne to  
CBA & get estimates.

CBA taking this project over?

If we scratch book - we're ahead  
over \$24,000.00

Notion to scrap book? Drop down  
to \$5000.00

We can also float Town Hall (\$10,000)  
How can we cut budget be cut  
further?

(2)

Keep Payroll  
Insurance

ETC.

Identification → \$1500. <sup>2</sup>

CIF = Capital Improvement  
Funds  
(Playground)

Misc.

Knock out a total of \$

Budget over by \$9000. ~~10~~

We usually go over by \$600 <sup>\$</sup>7000

---

\* Motion made to accept  
Budget w/ revisions

Unanimous (all yes!)

Blot types

(3)

Finance Comm. presently discussing  
new ways to raise \$ for town revenue

---

Gov't > support for Communities

(\*) Presby. Church > letter of appreciation  
to Town Council

---

Planning Comm. Taylor

Memo??

Question of drive-way -  
w/in subdivision ordinance, passed 2-3 yrs.  
ago

Mac's Concerns:

access to 2 new houses

private road → Wesley/Tyler Drive -  
who maintains? supposedly residents  
are responsible

Do these 5 houses have an easement  
to use this drive?



(4)

\* Question of maintenance  
of road - how wide feet be pro-rated?  
| there is a maintenance agreement  
Set-backs?

(\*) Application of use permits }  
for 2 houses' construction - Taylor  
property

\* R.G.K. owns all these lots - no longer  
owned by Taylors

Maintenance Contract

Mac: Who is beneficiary of easement?  
"I'm too stupid to figure this  
out."

As many risks involved in using  
Clifton Elementary lot

[3 homes accessing  
this area]

Parents very concerned about  
added traffic & children's safety

Any objections from Wesley Tyler  
Drive property owners?

Apparently  
not ...

(5)

Ingress/Egress issue  
Maintenance issue??

Current subdivision has no  
ingress/egress?

Mac - W      Sec. 9.2  
Sec. 9.10 >

Zoning Ordinance

Access granted 3 yrs. ago to  
subdivision is now being changed  
if this goes through...

Access might be challenged -  
new home owners must be involved  
to assure

5 new homes using  
Wester - Tyler Drive

increased maintenance

\* Mac wants evidence  
that all are in agreement -  
people might chg.

(6)

Very important issue to make sure all residents are aware of maintenance agreement -

Mac has more questions

(Type of pavement  
Standard for pipe-stem  
lots - minimum allowed by the  
County  
man)

Question of ingress &  
egress → fire of nursery  
vehicles

Isn't this usually  
addressed by other similar  
pipe-stems?

County or Joe McClellan  
should be consulted

his concern:

Mayor: easement 10-15' wide  
for walk way / path;  
presently the path dumps  
but right on the road

Current subdivision plat: <sup>easement</sup> only for  
2 houses, not 5

Next ~~and~~ Planning Comm. Mtg is  
Monday, 6/25/01

↓  
\* needed:  
Amendment to subdivision  
ordinance

↓  
Decision for next mtg. } <sup>★</sup> July 15<sup>th</sup>

\* Public hearing to be advertised for Plan. Com's  
Amending of ordinance

Chip will attend to  
Notification of adjoining  
property owner ↓

Certified letter to adjoining  
home owner - across street or road



Date of scheduled  
meeting/hearing must be  
included in this notification  
letter

Schedule Planning Comm.  
meeting for:

July 9th

→

Adjourned } unanimous

File

July 10, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- 1. Treasurers Report *Marilyn not* Chesley  
Arnold  
Buckley
- ✓ 2. Planning Commission Harrington  
a. Applications Hollaway  
Nickum
- ✓ 3. ARB Jarrendt  
a. Applications Effros  
Barton  
Wallace  
Williams  
b. Appeal Hearing
- ✓ 4. BZA
- ✓ 5. Traffic Flow Request to VDOT → *remind Jimmy to call VDOT*
- ✓ 6. Financial Committee Update *Bill/Marge*
- ✓ 7. Other  
- ISTEPA Project Discussion - Path/Sidewalks

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

Posted, Post Office and Store

\* Add these  
if completed:  
Wayne Nickum;

- ⑧ Triangle - safety issue (D. Sullivan)
- ⑨ Va. Historic Landmark Sign - where to place?

Minutes  
Clifton Town Council Meeting  
Tuesday, July 10, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from Special Joint Meeting of Town Council and Planning Commission on June 19, 2001. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes from June 5, 2001, Town Council meeting. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
3. Financial Committee report: Bill Hollaway described a potential source of revenue for the town involving a HUD plan that allows nonprofit groups to bid on properties that can be remodeled for resale through the Affordable Housing Program. This is a way for HUD to liquidate properties and at the same time, enable towns like Clifton to benefit financially. Money made from the sale of such properties would be split between the town and a management company. Estimated revenues could be between \$20,000 and \$60,000 per year. Two management companies presented information about themselves and requested the opportunity to bid on these properties on behalf of the town. Mac said he would like to see resumes from each, plus a projection as to what we could expect financially from such a partnership. Laura added that she would also like to know names and phone numbers of nonprofit groups each of these entities has dealt with in the past. Motion made to authorize Bill Hollaway, Margo Buckley, and Rod Williams to review a potential agreement and discuss options on behalf of the Town Council members. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
4. Planning Commission: Bill Hollaway
  - a. Jarrendt garage use permit. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - b. John Long deck use permit. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - c. Gravel trail at Clifton Heights will be redone to smooth out deep ruts.
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7. VDOT traffic flow issue: VDOT will conduct study but will need suggestions, such as looking at making Pendleton Avenue one way, installing a stop sign at Dell Avenue, and making School Street one way. Mayor Chesley will contact VDOT.
8. Path from Hermitage to Clifton Elementary was discussed. Margo Buckley and Chip Pacuilli are

working together on this project and have been contacted by the Boy Scouts who would also like to participate.

9. Placement of Clifton Historic Landmark plaque was discussed.

10. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.



July 7, 2001

File:  
July 10,  
2001  
T.C. mtg.

TO: The Mayor and Town Council Members  
FROM: Donna Netschert, ARB Member, 10 years  
RE: Hermitage Addition Appeal  
POSITION: Voted AGAINST approval  
FINAL VOTE: 3 Against  
4 Approve

Reasons for voting against:

As a seasoned veteran of ARB, my reaction to this application was immediate concern with regard to the design, size and scale and location of the proposed addition. I shared the blueprints with several Clifton residents and received comments such as "It looks like a prison", "It looks like an indoor swimming pool", and "It looks like a glass box". Mr. Hricko informed me at the ARB meeting that I should not be listening to other people's input on this matter because it makes it too political. What do you think?

I called David Edwards, Director, of the Winchester Regional Preservation Office, Department of Historic Resources, Commonwealth of Virginia. He knew Clifton and the Hermitage very well and was surprised that an architect who had also served as Chair of the ARB for so many years would propose such an addition. Mr. Hricko had informed the ARB that glass was used in Victorian England in the construction of The Crystal Palace which was built as an exhibition hall, probably more the size of the Smithsonian. Mr. Edwards wondered what Victorian England had to do with Clifton, Virginia, a small railroad town. He referred me to a Preservation Brief article which addresses the use of glass as a building material.

"Glass - particularly in conjunction with inappropriate location, scale, and form - can be exceedingly troublesome material. In theory, glass would seem to be the perfect material for a new addition because the historic building's material and features can be "read" through the transparent material. But glass is never fully invisible during the day because of its reflective nature; at night, the bright light in an addition may become a somewhat disturbing aspect that competes with the historic building."

Which leads me to refer you to no. 3 on the list of stipulations on the Hermitage's use permit application approved on May 7, 1985:

"Exterior lighting shall be limited to illumination of the signs identifying the property and lights illuminating the parking lot, provided that all lighting shall be shielded from adjacent uses"

Lighting was clearly a very sensitive issue back in 1985. How is it different now? How can lighting be contained in a glass structure when even the roof is glass? What happens when the house lights are turned on for the staff to clean after the guests have gone presumable after 11 PM.?

In the National Register of Historic Places Inventory - Nomination Form filled out in 1985 when Clifton was seeking its historic nomination, the following language is found:

"Many houses, when restored in the 1970's, were enlarged, but since the additions were made to the rear of the buildings, the appearance from public right-of-ways is unchanged."

(See Summary Description of this document if you own it or call Donna to see hers).

"The frame residences and several commercial buildings....represent a well-preserved and intact example of vernacular architecture of the late 19th century and early 20th century with extremely few contemporary intrusions. The building types are those typically found in a rural village serving as an agricultural and small-scale industrial center. .... Clifton's streetscapes convey a distinct sense of an agricultural Virginia town at the turn of the 20th century" (See Statement of Significance...same document as above)

These references to Clifton's streetscapes are significant. Clifton's public right-of-ways are the most sensitive of all streetscapes. Even as far back as 1979 in a document entitled "Town of Clifton...Historic District" under PRESERVATION OBJECTIVES I found the following:

#### Objective #2

"To retain the visual environment of the present approaches to the Town i.e. Clifton Road, Main Street, Chapel Road, Newman Road."

There has been significant alteration to these public right-of-ways since that objective was declared. The previously named "Clifton Creek Bed and Breakfast" in no way resembles the little house which stood in its place, there is a new community, Clifton Heights, now occupying what was once an open field going out Main Street, there is a new house going up on the curve on Clifton Road where the lot is literally being carved out of the hill, and there are five house scheduled to be built just below the Clifton Elementary School, two of which are within Town limits and will probably be visible from the street on some level.

I question Clifton's commitment to preserving its streetscapes based on this activity. Can we afford to add another large distraction such as the glass conservatory proposed by The Hermitage? How does this activity add up to preservation?

#### Objective#4

"To assure that new structures, uses, and relocation of existing structures within the historic district will be in keeping with the character to be preserved and enhanced."

In keeping with what other glass structures?

No.1 on the list of stipulations on the Hermitage's use permit application approved on May 7,1985:

"The use shall be limited to use as a restaurant with a lounge on the first floor".

Where is the permit for the tent? Another issue altogether...check your ordinances Article 2, General Regulations. A structure shall be defined as...." Jim Swing's application is to

replace the existing temporary structure i.e. The Tent . There is nothing attached to the original use permit to indicate that the tent was approved. Should it have been? Would the Crystal Palace addition change the use of the property by expanding its PERMANENT floor space?

Turning to the ARB guidelines formally assembled by the ARB in 1997, there are many standards set forth to control the architectural changes of Historic Clifton as it was undergoing some major transitions.

"Guidelines have been developed to help produce appropriate changes or improvements that reinforce the existing character of the Town."

Where are our other glass additions?

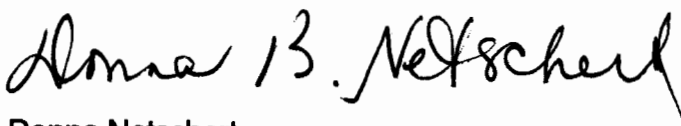
Under the History of Clifton's Architectural Development :

....The architecture that evolved was remarkable for its consistency of detail as well as its simplicity".....by 1968, Clifton began to experience an influx of new families who wanted to preserve and restore the older buildings. An attempt was made, when adding to a building, to using (sic) a design that was compatible with the existing structure; and even today, designs that are self-effacing (definition: the act or fact of keeping oneself in the background) and blend unobtrusively with the existing structures are more desirable than aggressive design, no matter how good."

Simplicity? Self-effacing? You decide. I voted NO already.

I think I have made my point...I hope I have made myself clear. At the last ARB meeting I was accused of living in a time warp. As if Clifton hasn't undergone all kinds of radical change just in the last decade. I do live in a time warp. I live in the historic district of Clifton, Brigadoon of Virginia. Where do you live?

Respectfully submitted,



Donna Netschert  
Member, ARB  
Resident of Clifton for 18 years

STIPULATIONS/USE PERMIT APPLICATION

Clifton Hotel

Approved, May 7, 1985

The Use Permit shall be subject to the limitations set forth in the application and in addition:

1. The use shall be limited to use as a restaurant with a lounge on the first floor.
2. There will be neither a standing nor sitting bar.
3. Exterior lighting shall be limited to illumination of the signs identifying the property and lights illuminating the parking lot, provided that all lighting shall be shielded from adjacent uses.
4. There will be no outside entertainment and there will be no amplified music.
5. The capacity of the restaurant shall be limited to 180 people and 8 employees.
6. Forty-three (43) parking spaces shall be provided on site and ten (10) parking spaces shall be provided off-site, as set forth in the application.
7. All loading and unloading shall occur at the rear of the building as indicated on the plat included with the application.
8. Dumpster and other trash receptacles shall be shielded from view from public roads and adjacent uses.
9. Approval of the application shall be subject to 1) submittal and approval by the Planning Commission and Town Council of a landscaping plan to be prepared, after consultation with the adjacent land owners; 2) submittal and approval of a written agreement providing the ten (10) off-site parking spaces on a permanent basis.



Tents

## ARTICLE 2

### GENERAL REGULATIONS

#### Sec. 9-8. TERRITORIAL APPLICATION OF REGULATIONS

The provisions of this Ordinance shall apply to all land and all structures in the incorporated territory of the Town of Clifton, Virginia.

#### Sec. 9-9. GENERAL EFFECT

No structure shall hereafter be erected and no existing structure shall be moved, altered, added to or enlarged, nor shall any land or structure be used or arranged to be used for any purpose other than that which is included among the uses listed in the following Articles, as permitted in the zoning district in which the structure or land is located, nor shall any land or structure be used in any manner contrary to any other requirements specified in this Ordinance. [A structure shall be defined as that which is built or constructed and affixed to the ground, including but not limited to: buildings, including garages; sheds; greenhouses; swimming pools; fences; and the like. A building shall be defined as any structure used or intended for supporting or sheltering any use or occupancy.]

#### Sec. 9-10. RESIDENTIAL AND NON-RESIDENTIAL USE PERMITS

- a. Permit Required for Occupancy or Use. No occupancy or use shall be made of any structure hereinafter erected or of any premises hereinafter improved, and no change in use shall be permitted, unless and until a Residential or Non-Residential Use Permit has been approved in accordance with the provisions of this Section. A Residential or Non-Residential Use Permit shall be deemed to authorize and is required for both the initial and continued occupancy and use of the building or land to which it applies.
- b. When Required. A Residential or Non-Residential Use Permit, whichever is applicable, shall be obtained before any person shall:
  1. Occupy or use, or permit or cause to be occupied or used, any building or structure hereafter erected;
  2. Change the use, or permit or cause a change in the use, of any existing building;
  3. Occupy or use any vacant land;
  4. Make any change in the use of a non-conforming use;
  5. Enlarge any use; or
  6. Continue any use after a change in the ownership or proprietorship of such use, except a single family dwelling or agricultural use (a change in ownership shall include any transfer of more than 50% of the stock of the applicant or the sale or lease of more than 50% of the assets of the corporation).
- c. Application for a Permit. Written application for a Residential or Non-Residential Use Permit shall be made to the Town Clerk. The Residential or Non-Residential Use Permit Application shall be accompanied by, if applicable, a Fairfax County Building Permit Application (and any fees therefor) and a fee of: 1. \$150.00, for adding to existing buildings which cost over \$25,000.00 2. \$250.00, for new home or commercial construction, or 3. \$25.00, for all other construction. The original of the Residential or Non-Residential Use Permit Application, the Fairfax County Building Permit Application (and any fees therefor), and the fee for the Application shall be delivered to the Town Clerk, and ten copies of the Residential or Non-Residential Use Permit Application and the Fairfax County Building Permit Application shall be delivered to the Secretary of the Planning Commission.
- d. Standards for Issuance of a Permit.

## STATEMENT BEFORE THE CLIFTON TOWN COUNCIL

July 10, 2001

First, I'd like to thank the members of the Town Council for taking their time to hear arguments regarding the proposed conservatory for the Hermitage Inn.

If this building were just "any" building in the Town, I would not be here today. But, it isn't just any building in town. To quote Jim Swing when he first applied to renovate the Old Clifton Hotel more than 15 years ago: "now is the time for this once proud structure to reestablish itself after years of indifference, and once again occupy that proud position of prominent landmark and focal point of town".

Jim Swing's dream of reestablishing the Clifton Hotel as a prominent landmark has become a reality, and therefore, makes this particular building of keen interest to the entire town, not just adjacent neighbors.

Having been in the real estate business for 20 years, I am definitely not opposed to the Hermitage expanding its business. I personally like the tent that currently occupies the terrace, and I enjoy seeing the wedding receptions every weekend from my office window.

However, given the historic significance of the building and its position as a "prominent landmark and focal point of town", every caution must be taken to ensure that any structural changes to the building be done in such a way as to preserve the historic character of the building and its surrounds. Because the building is on a curve, the proposed conservatory must be viewed as basically having two front elevations. In effect, this proposed conservatory would be on the street elevation of an historic landmark.

This makes the task of designing an appropriate structure more difficult, but definitely not impossible.

My biggest concerns are:

1. Is a glass conservatory appropriate for a street elevation of an historic building?
2. Is the size and scale of the proposed structure appropriate?
3. Is the proposed roof material (90% glass) appropriate?
4. Is the use of glass for the majority of the building materials appropriate?

As the structure is now proposed, the original hotel will no longer be the focal point of the Town. Rather, a modern, glass structure will set the tone as one enters our historic village. The effect will be even worse in the evenings. With a glass roof and glass sides, the Hermitage Inn will be a beacon in the night as one approaches the village, not unlike a lighthouse. Clearly, this is not in keeping with the historic character of the Clifton Hotel.

Page 2 - Abbott

The conflict for me is this: The applicant insists on the use of a glass conservatory for their addition. In my experience, I have never seen a conservatory on an historic building that dominates over the original structure.

The few conservatories I have seen are on historic structures are on the side or back of the original building, and are minimal in size compared to the original historic structure. One cannot see these conservatories from the street, and they are used as a complement to the original historic structure, not as a focal point.

While the proposed glass conservatory is on the side of an historic structure, because of its location, it is also on the street elevation. Its size and predominant use of glass will obscure the historic character of the hotel. The first impression one will have of this grand old building is of a modern glass enclosure. At night, the light from the proposed glass enclosure will draw all attention away from the original historic building and its character and toward the beacon of light. This is clearly not the intention of the ARB guidelines.

If the applicant was proposing a traditional addition to the original structure, using similar type materials, windows, roof, window spacing, etc.; I would have no problem with the size and scale. It could also be done in such a way, using a different plane as suggested in the Clifton ARB guidelines, to differentiate between the new and old structures.

However, if the applicant insists on the glass conservatory approach, I would suggest eliminating the roof skylights, and reducing the height of the structure. Ideally the windows would be smaller and/or fewer in number.

We can argue all day about what does and does not fit within the Clifton ARB guidelines, and frankly, they are all up to interpretation. Others and I can cite numerous conflicts to the ARB guidelines in this proposal, just as the applicant and others can cite numerous conformances to the ARB guidelines. I suggest, rather than pit one against the other in an arena of conflict, that the Town Council repeal the ARB's approval of this project and send it back to the ARB with recommendations of specific revisions.

There are a lot of good minds in this room, and I am convinced that with a little creativity and a lot of compromise and cooperation, a design can be created that would allow the owners of the Hermitage to meet their business needs, that would keep the cost of the project practicable, and that would preserve the historic character of the Clifton Hotel and the Town of Clifton.

Thank you.

Taya Abbott

To: Members of the Clifton Town Council  
From: Karen Arnold  
Subj; Review of ARB Decision, Hermitage Addition  
Date: July 10, 2001

Frank Lloyd Wright's aesthetic philosophy was this: form follows function. Here we have a proposal to replace a tent with a glass structure. In addition to my concern that the scale of this new structure is not in keeping with what it is replacing, or for that matter, the main historic structure next to it, my biggest concern is that this new form also will mean a change in the function of the space, namely, to make the temporary use of the existing terrace a permanent one. I believe the application should be denied for this reason.

The change in the materials used for this temporary use will actually change the use to a permanent one. If it is the Council's desire to consider such a permanent addition for commercial structures throughout the Town, it should be done only after analysing how an increase in permanent commercial space can be accommodated vis a vis an analysis of adequate parking and an analysis of how noise resulting from amplified music can be minimized. What is appropriate for one commercial use should be appropriate for all. So please consider the potential for permanent glass structures for the Clifton Store deck, the Heart in Hand patio and the Clifton House courtyard as well as commercially zoned but residentially used properties.

Will the permanent use of these expanded spaces be acceptable not only aesthetically but also functionally? No one knows until use permits are filed and impacts are analysed. This application should not be approved until an assessment of the impact of this expanded permanent space has been undertaken.

I think it's important to consider the impacts of more permanent "temporary" structures because of the manner in which the use of tented areas have evolved over time. Initial use of tents was supposed to be seasonal. Under approved use permit provisions, there was to be no outdoor amplified music. When the outdoor space was being used, an equivalent amount of indoor space was to remain unused so as not to create parking problems. Now tents are up year round and have been made more permanent. Amplified outdoor music has been played under the tents, most recently within the past few months. And concerns have been raised about parking of cars that block private driveways along the main street. To enforce the rules is extremely difficult because no one, not a concerned resident or a Council member, wants to interrupt a happy occasion and "make the music move inside" or check out the space usage even when there is a problem.

Making these structures more permanent gives the illusion that the entire commercial space can be used for all activities. Please consider the impacts of expanded uses on parking and the ability of approved building materials to minimize sound transmission so that residents and businesses can continue to exist along side each other.

Thank you for your time and consideration of these concerns.



B. Jamie Netschert, Vet. MB  
12714 Chestnut Street  
Clifton, VA 20124

July 6, 2001

Clifton Town Council  
Clifton, VA 20124

To the Clifton Town Council,

I signed a letter of appeal concerning the proposed addition to the Hermitage to call attention to a very radical change to one of the most visible historic structures in this town. This "crystal palace" conservatory is going to be virtually the first structure people see as they enter Clifton from the north. The original restoration of the old hotel was done extremely well and in keeping with the original structure. Care was taken to use the same materials as is specified in the guidelines of the National Historic Trust.

The owners should be proud of their achievement. They rebuilt and restored beautifully a 19<sup>th</sup> Century southern railroad town hotel. Why do they want to ruin it by adding a two story glass monstrosity? I believe that the scale and design of the proposed addition does not fall within the guidelines of the National Historic Trust. Also, the proposed addition will partially obliterate the wrap around porch, which is an important feature of the second story.

I assume that the Planning Commission thoroughly investigated the extra parking that the increase in year round business would bring. My home is located on Chestnut Street and I now have people parking in front of my home to attend wedding receptions in the town. Is this larger permanent structure going to make this situation worse? I also assume that the Planning Commission closely examined the increased water and sewer use. This is especially true now that the Presbyterian Church is planning to expand their preschool center.

It is my hope that the town council will closely review this proposed addition and its ramifications and overturn the ARB's vote to approve the applied for addition.

Sincerely,

A handwritten signature in black ink, appearing to read "Jamie Netschert", with a long horizontal flourish extending to the right.

Jamie Netschert

**Laura Harrington**

**Position on the Hermitage ARB Issue: Voted against conservatory addition as currently planned.**

**Reasoning:**

Highly incompatible with the historic character of the street and townscape. A historic precedence has been set by existing buildings and residences in Town of largely clapboard structures. A 90% glass structure will compromise the integrity of the Town by standing out significantly from the current buildings and residences in the Town of Clifton.

“Conservatory” is a fancy word for greenhouse (and is defined as “a greenhouse” in the dictionary.) A greenhouse is not part of any building or residence currently in the town.

Interestingly enough, “Conservatory” is also defined as “a place where things are preserved.”

At the first meeting of the ARB in which the application was denied, the applicants were asked to reduce the size and the amount of glass on the proposed structure and chose to ignore this request. Instead, the size remained the same, as did the amount of glass. The only change to the plans was the addition of outside vegetation and a trellis. Dressing up the structure with plants that may or may not be green year round does not alter the basic look and character of the proposed structure.

I am not opposed to an addition per se. I would like to see the applicant develop a structure that is more in keeping with the character of the townscape and more consistent with the size, and the ratio of wood to glass that is used in the existing Hermitage building and the rest of the town.

Minutes  
Clifton Town Council Meeting  
Tuesday, July 10, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from Special Joint Meeting of Town Council and Planning Commission on June 19, 2001. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes from June 5, 2001, Town Council meeting. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
3. Financial Committee report: Bill Hollaway described a potential source of revenue for the town involving a HUD plan that allows nonprofit groups to bid on properties that can be remodeled for resale through the Affordable Housing Program. This is a way for HUD to liquidate properties and at the same time, enable towns like Clifton to benefit financially. Money made from the sale of such properties would be split between the town and a management company. Estimated revenues could be between \$20,000 and \$60,000 per year. Two management companies presented information about themselves and requested the opportunity to bid on these properties on behalf of the town. Mac said he would like to see resumes from each, plus a projection as to what we could expect financially from such a partnership. Laura added that she would also like to know names and phone numbers of nonprofit groups each of these entities has dealt with in the past. Motion made to authorize Bill Hollaway, Margo Buckley, and Rod Williams to review a potential agreement and discuss options on behalf of the Town Council members. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
4. Planning Commission: Bill Hollaway
  - a. Jarrendt garage use permit. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
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8. Path from Hermitage to Clifton Elementary was discussed. Margo Buckley and Chip Pacuilli are

working together on this project and have been contacted by the Boy Scouts who would also like to participate.

9. Placement of Clifton Historic Landmark plaque was discussed.

10. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.





JOHN T. FREY  
CLERK OF CIRCUIT COURT

COMMONWEALTH OF VIRGINIA  
Circuit Court of Fairfax County

4110 CHAIN BRIDGE ROAD  
FAIRFAX, VIRGINIA 22030-4048  
703-246-2770  
TDD 703-352-4139



JANE M. DELIEE  
CHIEF DEPUTY

July 13, 2001

Pam Wallace, Town Clerk  
Town of Clifton  
P.O. Box 76  
12746 Chapel Street  
Clifton, VA 20124



Dear Ms. Wallace:

Enclosed is the 2001-2002 Edition of the Report of the Secretary of the Commonwealth. Please complete and return to this office for Mr. Frey's certification before July 25, 2001.

If you have any questions, please contact this office.

Sincerely,

Sharon K. Dattilo  
Secretary to the Clerk

JTF:sdk

enclosure

July 10, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |   |
|--|---|
| 1. Treasurers Report                                     | Chesley<br>Arnold<br>Buckley                        |
| 2. Planning Commission<br>a. Applications                | Harrington<br>Hollaway<br>Nickum                    |
| 3. ARB<br>a. Applications<br>b. Appeal Hearing           | Jarrendt<br>Effros<br>Barton<br>Wallace<br>Williams |
| 4. BZA   |   |
| 5. Traffic Flow Request to VDOT                          |   |
| 6. Financial Committee Update                            |   |
| 7. Other<br>- ISTEPA Project Discussion - Path/Sidewalks |   |

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

Posted, Post Office and Store

ARB  
Appeal

**Laura Harrington**

**Position on the Hermitage ARB Issue: Voted against conservatory addition as currently planned.**

**Reasoning:**

Highly incompatible with the historic character of the street and townscape. A historic precedence has been set by existing buildings and residences in Town of largely clapboard structures. A 90% glass structure will compromise the integrity of the Town by standing out significantly from the current buildings and residences in the Town of Clifton.

“Conservatory” is a fancy word for greenhouse (and is defined as “a greenhouse” in the dictionary.) A greenhouse is not part of any building or residence currently in the town. Interestingly enough, “Conservatory” is also defined as “a place where things are preserved.”

At the first meeting of the ARB in which the application was denied, the applicants were asked to reduce the size and the amount of glass on the proposed structure and chose to ignore this request. Instead, the size remained the same, as did the amount of glass. The only change to the plans was the addition of outside vegetation and a trellis. Dressing up the structure with plants that may or may not be green year round does not alter the basic look and character of the proposed structure.

I am not opposed to an addition per se. I would like to see the applicant develop a structure that is more in keeping with the character of the townscape and more consistent with the size, and the ratio of wood to glass that is used in the existing Hermitage building and the rest of the town.

Copy

TO: The Hermitage Restaurant, Clifton, VA 20124  
FROM: Pam Wallace, Clifton Town Clerk  
RE: Appeal of May 31, 2001, ARB approval of conservatory design  
DATE: June 19, 2001

On May 31, 2001, the Clifton ARB granted approval of a design for a glass conservatory to be constructed over the existing terrace at the Hermitage Restaurant. On June 5, 2001, an application was filed by Jamie Netschert and Taya Abbott for an appeal to the ARB decision. On July 10, 2001, this appeal will be heard at the Clifton Town Council meeting. The Town Council has the power to affirm, reverse, or modify an ARB decision. Please call me if you need further information concerning this matter.

---

Pam Wallace, Clifton Town Clerk  
(703-830-9619)

cc: Royce Jarrendt, Chairman ARB  
Mayor James Chesley



Copy

TO: Taya Abbott and Jamie Netschert  
FROM: Pam Wallace, Town Clerk, Clifton Town Council  
RE: Appeal of ARB decision of May 31, 2001, regarding construction of glass conservatory over existing terrace at Hermitage Restaurant  
Date: June 11, 2001

The date of the July Clifton Town Council meeting will be July 10, 2001. Please present your appeal of the ARB decision at that time. The ARB will also be present to give reasons for their approval of the conservatory. The Town Council has the power to affirm, reverse, or modify the ARB decision.

Thanks,

TOWN OF CLIFTON, VIRGINIA

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

DATE OF APPLICATION: 2/15/01

NAME OF APPLICANT OR AGENT: Jim Swing

ADDRESS: P.O. Box 242 Clifton Va. 20124

TELEPHONE: 703-815-6667

LOCATION OF PROPERTY INCLUDING STREET ADDRESS AND TAX MAP NUMBER:

7134 Main Street TMA# 075-4-02-0011

GENERAL DESCRIPTION OF PROPOSAL:

Replace temporary tent with construction of Glass Conservatory over existing terrace.

I UNDERSTAND THAT ALL SUBMISSION REQUIREMENTS MUST BE MET BEFORE THE ARB WILL REVIEW AN APPLICATION:

Signature of Jim W. Swing

SIGNATURE OF APPLICANT OR AGENT

2/15/01  
DATE

CERTIFICATE ISSUED: YES

NO

(WHEN MARKED "YES" AND SIGNED, THIS DOCUMENT BECOMES THE "CERTIFICATE OF APPROPRIATENESS")

Signature of Chairman

BY: CHAIRMAN, ARB

5/3/01  
DATE

ARB MEMBERS' INITIALS:

Handwritten initials: Paul, Jim W, Sam, RJ

CONDITIONS:

DBN (NO)  
Law Harry (no)

IF CERTIFICATE IS NOT TO BE ISSUED THE ARB SHALL STATE THE BOARD'S REASONS BELOW:

APPLICATION FEE: \$10.00 PAYABLE TO THE TOWN OF CLIFTON EXCEPT NEW HOME OR COMMERCIAL CONSTRUCTION SHALL BE \$250.00 AND ANY ACTUAL COSTS OF REVIEW FEES INCURRED, INCLUDING CONSULTANT'S FEES AND OTHER COSTS SET FORTH IN VIRGINIA STATE CODE SECTION 15.2-2286.A.6.

SIGNED CERTIFICATE OF APPROPRIATENESS DOES NOT CONSTITUTE A BUILDING PERMIT OR AUTHORIZATION TO PROCEED WITH ANY CONSTRUCTION.

SEE INSTRUCTIONS ON REVERSE SIDE

# Town of Clifton

## Architectural Review Board

Ref.: Jim Swing  
7134 Main Street  
Addition to existing structure

Following is a summary of action taken by the ARB on the application referenced above;

### February 22, 2001

#### Initial presentation

Board members present Royce Jarrendt, Donna Netschert, Laura Harrington,  
Phyllis Lovett, Raymond Van Lienden  
Suzi Worsham

General discussion and comments          Questioned whether the conservatory concept was appropriate to the town architecture. Questioned the overall size, height and square footage. Questioned the use of glass on the roof. Questioned the impact on the existing structure, was it overbearing because of it's size and character. Questioned the location of the addition because it is viewed as main entrance to town.

Clearly, the conservatory concept does not fall within the parameters of the architectural guidelines and it is difficult to argue either side of appropriateness. The board members appeared to be split 3-3 pro and con, and the applicant agreed to table the application until the next meeting.

### March 30, 2001

Board members present Royce Jarrendt, Donna Netschert, Laura Harrington  
Phyllis Lovett, Raymond Van Lienden,  
Suzie Worsham, Tom McNamara

General discussion and comments          The applicant offered a revised design showing a transom window a the top of the elevation. The overall height of the structure did not change but the elevation was broken into 3 windows high instead of 2. Some board members still had issues similar to the first meeting. The side elevation was a straight wall of glass with no breaks, this was said to be to large and not in scale with most architecture in town. The overall height was questioned and compared to the tent that is currently utilized. Some board members felt the conservatory concept was inappropriate. Other board

members felt if the conservatory concept was appropriate, the size of this design should be smaller to have less impact on the existing structure.

A vote was taken on the application as submitted. Those in favor were; Suzie Worsham, Phyllis Lovett and Raymond Van Lienden. Those opposed were; Royce Jarrendt, Tom McNamara, Donna Netschert and Laura Harrington.

April 30, 2001

Board members present Royce Jarrendt, Donna Netschert, Tom McNamara  
Raymond Van Lienden, Suzie Worsham  
Phyllis Lovett

The applicant attended the meeting and offered a revised design. The revision included a trellis on the side elevation to break the 45 foot straight wall. Because the revision was not submitted prior to the meeting, allowing board members time for review, the application was tabled until the next meeting.

May 31, 2001

Board members present Royce Jarrendt, Donna Netschert, Tom McNamara  
Raymond Van Lienden, Suzie Worsham  
Phyllis Lovett, Laura Harrington

General discussion and comments A final design was submitted expanding the trellis structure on the side elevation. Most board members had comments similar to those in earlier meetings. The applicant was asked to consider lowering the height of the structure (declined). A motion was made and seconded, to approve the application with revisions as reflected in the final drawing. Those in favor were Phyllis Lovett, Tom McNamara, Raymond Van Lienden and Suzie Worsham. Those opposed were Laura Harrington, Donna Netschert and Royce Jarrendt.

6.28.01

Royce-

I voted for approval of Swing/Hicks application because:

- the concept of a glass conservatory is not in violation of ARB guidelines. We have approved this building style previously for homeowner in Clefstan Heights.
- the final design submitted has enough architectural interest to make it compatible with existing building.
- even with its high visibility; I don't think this addition will destroy our historic character.
- the adjacent neighbor (Mr. Watt) attended our meeting and had no problem with this building next door to him.
- I also think the ARB (planning commission & town council, too) should support the growth of viable businesses that are an integral part of the town.

- Tom



## *The Animal Clinic of Clifton*

RAYMOND VAN LIENDEN, D.V.M.

12702 CHAPEL ROAD

CLIFTON, VIRGINIA 20124

TELEPHONE: (703) 802-0490

My vote to approve the conservatory addition to the Hermitage restaurant was based upon the following points, they are my opinions and you, dear reader, are welcome to oppose them.

1. The conservatory will be a beautiful crystal and light structure that dramatically welcomes people into Clifton. Moreover, the addition is distinctly different such that architecture and preservation purists cannot reasonably confuse the two, nor quibble which is recent or which is vintage. The addition will be located upon an elevation that will draw the eye of a bystander 30 degrees whether on foot or automobile, plus significantly set-back from the original building that the addition does not overwhelm the whole, and rather enhances the whole. Many historical communities in Europe as well as the United States have successfully integrated the new with the old, and avoided slavish adherence to duplicative architecture. Simply, the new buildings do not attempt to mimic old architecture; instead they meld and infuse their own charm. Examples may be found in Amsterdam, Paris, London, Georgetown, Annapolis, San Francisco, et al.
2. I believe that it is important to preserve what is here, and yet the town will continue to evolve. In the zeal to preserve status quo the town's vitality is suppressed: should a condemned building be replaced with an exact duplicate? Should the façade be preserved and a new shell erected behind it? If you want status quo, then buy the town, evict all people and make Clifton a museum. I don't see any of the rabid preservationists writing out that blank check.
3. I believe in owner's property rights, and integral to that is the right to develop property in accordance with legal strictures

and sensitivity to the local community's views. Developer and populace are not divorced from one another. The owner benefits from local support, and the neighbors from an enhanced economic base if that development is benignly commercial. Local mores determine this distinction: tattoo parlors have their place as well as up-scale restaurants.

4. If Clifton is truly a town, then it needs a commercial base-- otherwise Clifton is just another Northern Virginia bedroom suburb with the distinction of a historical designation. Business makes Clifton a town because the economics give it a commercial base. The business community makes for a vibrant tax base; the residents have shown great reluctance to enhanced homeowner taxes to support the town's needs. This cash comes from business taxes. The residents benefit from lower taxes, the atmosphere from a diverse commercial complex as people interact, the legitimacy that commerce bestows upon the town's identity as a separate entity from Fairfax County government, the pride of ownership as Clifton becomes more desirable as a destination and potential home for the lucky few. To that end, the conservatory addition to the Hermitage is a welcome contribution.

## JAMES HRICKO ARCHITECT

## FAX TRANSMITTAL

DATE: 5/9/01

TO: ROYCE

FROM: JIM

RE: HERMITAGE INN - CONSERVATORY ADDITION

NUMBER OF PAGES INCLUDING COVER: 3

## COMMENTS:

ROYCE -

I'M RESPONDING TO JIM'S CONVERSATION WITH YOU THIS MORNING. LOOKING AT THE EAST ELEV. (FRONT) YOU CAN SEE THAT THE "BUMP-OUT" PHYSICALLY TIES BACK INTO THE MAIN STRUCTURE (ON BOTH EAST & WEST SIDES), WITH SOLID CORNERS & LATTICE, TO FORM AN ENCLOSURE. WE DO NOT WANT TO RUN THE PEDIMENT ROOF BACK TO THE MAIN WALL SO AS NOT TO INTERRUPT THE GLASS ON THE WALL WITH THE SLOPING ROOF LINES (IT ALSO WOULD NOT LOOK GOOD FROM THE INTERIOR AS WELL AS THE EXTERIOR). ALSO WE WANT THE FEEL OF AN OUTDOOR SPACE ONCE PASSING THROUGH THE FRENCH DOORS TO THE OUTSIDE.

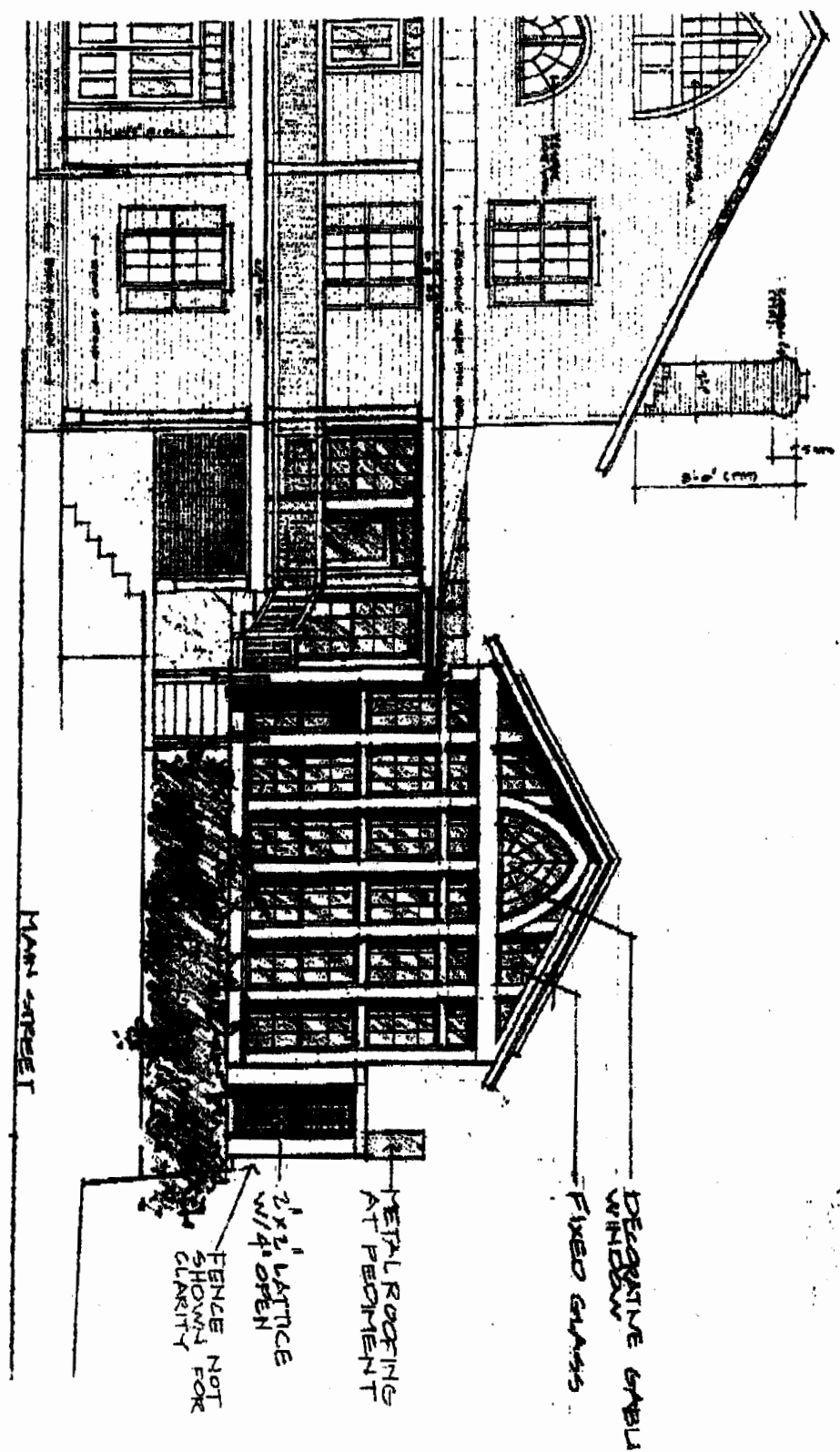
THE "BUMP-OUT" IS A SUBSTANTIAL ELEMENT, BEING 5'X12' X10' HIGH AND ALONG WITH THE TWO VERTICAL LATTICE PANELS SHOULD BE MORE THAN ENOUGH TO MODULATE THE FACADE & ADD INTEREST.

JIM WILL BE ASKING FOR A VOTE AT THE NEXT MEETING. IF YOU SEE ANYTHING THAT WOULD PREVENT THIS DESIGN FROM BEING APPROVED PLEASE, JIM OR MYSELF. ^CALL

THANKS,  
Jim

CC: JIM SWING

PLEASE ACKNOWLEDGE RECEIPT OF FAX



**EAST ELEVATION**  
 1/8" = 1'-0"

MAIN STREET

FENCE NOT SHOWN FOR CLARITY  
 2 1/2" LATTICE  
 W/ 1/4" OPEN

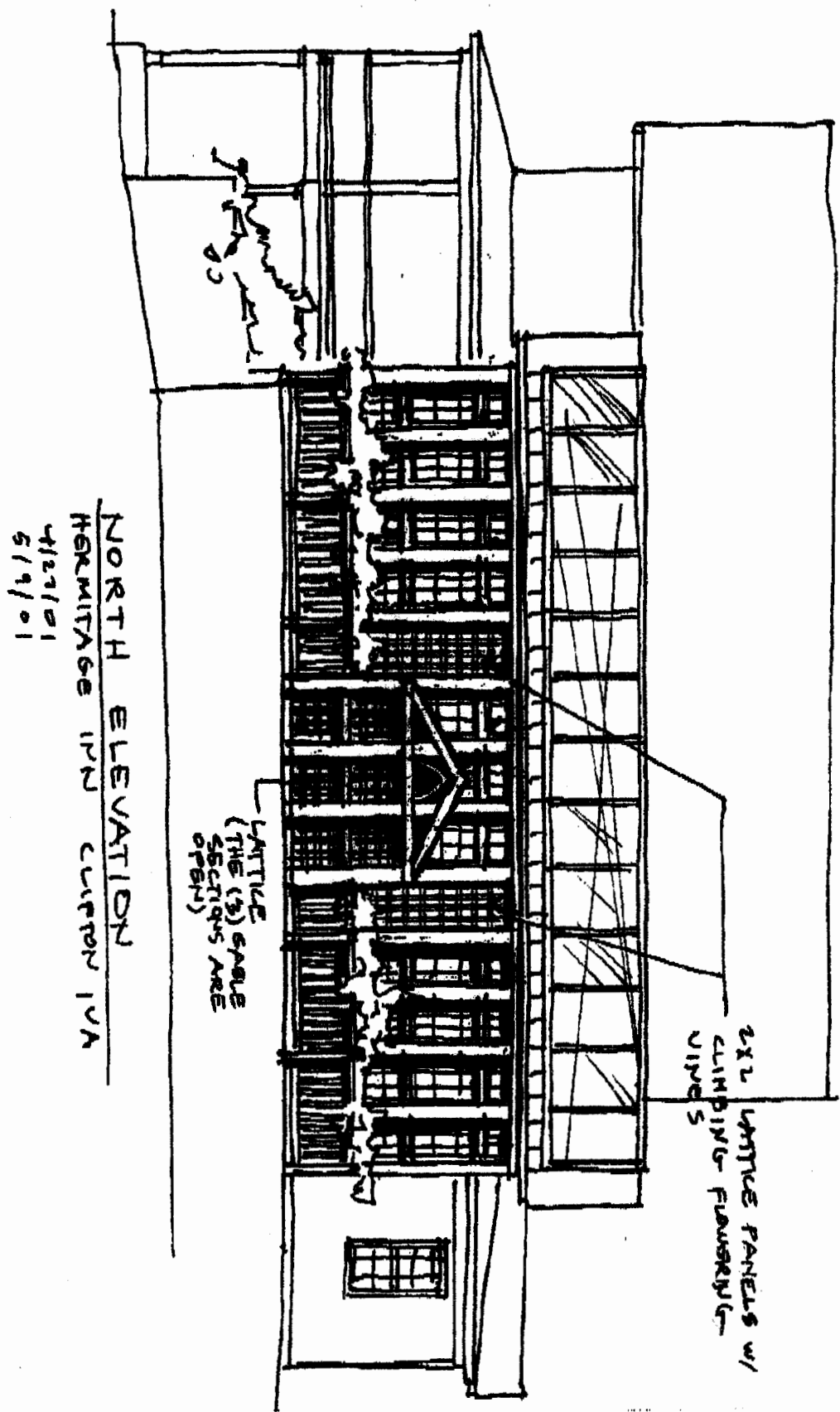
METAL ROOFING AT EAVES

FIXED GLASS  
 DECORATIVE SHELL WINDOW

5-9-01  
 4-23-01

THE HERMITAGE INN RESTAURANT CONSERVATORY  
 7184 MAIN STREET  
 CLIFTON, VIRGINIA

JAMES HRICKO ARCHITECT  
 25 OAK PAPER STREET WASHINGTON, VA 22039



NORTH ELEVATION  
 HERMITAGE INN CLIPPON VA  
 4/27/01  
 5/9/01

LATTICE SPANLS  
 (THE (3) SPANLS  
 SECTIONS ARE  
 OPEN)

2x2 LATTICE PANELS w/  
 CLIMBING PLANTS

5-9-01

THE HERMITAGE INN RESTAURANT CONSERVATORY  
 7134 MAIN STREET  
 CLIFTON, VIRGINIA

JAMES HRICKO ARCHITECT  
 26 CULPEPER STREET WARRENTON, VA 20186



# JAMES HRICKO ARCHITECT

## FAX TRANSMITTAL

TO: ROYCE

DATE: 5/30/01

RE: HERMITAGE CONSERVATORY ADDITION

NUMBER OF PAGES INCLUDING COVER: 4

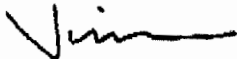
REMARKS:

ROYCE -

I SPOKE TO TOM McNAMARA YESTERDAY & HE IS O.K. WITH THE ENCLOSED DESIGN. WE HAVE REMOVED THE PEDIMENT ON THE BUMP-OUT & DESIGNED A SUBSTANTIAL ARBOR WITH AN OVERHEAD TRELLIS WHICH WOULD HAVE WISTERIA OR SOME OTHER CLIMBING, FLOWERING VINE. THIS IS THE DESIGN JIM SWING WOULD LIKE TO HAVE VOTED ON, ON THURSDAY.

I WILL HAVE EXTRA COPIES AT THE MEETING.

THANKS,



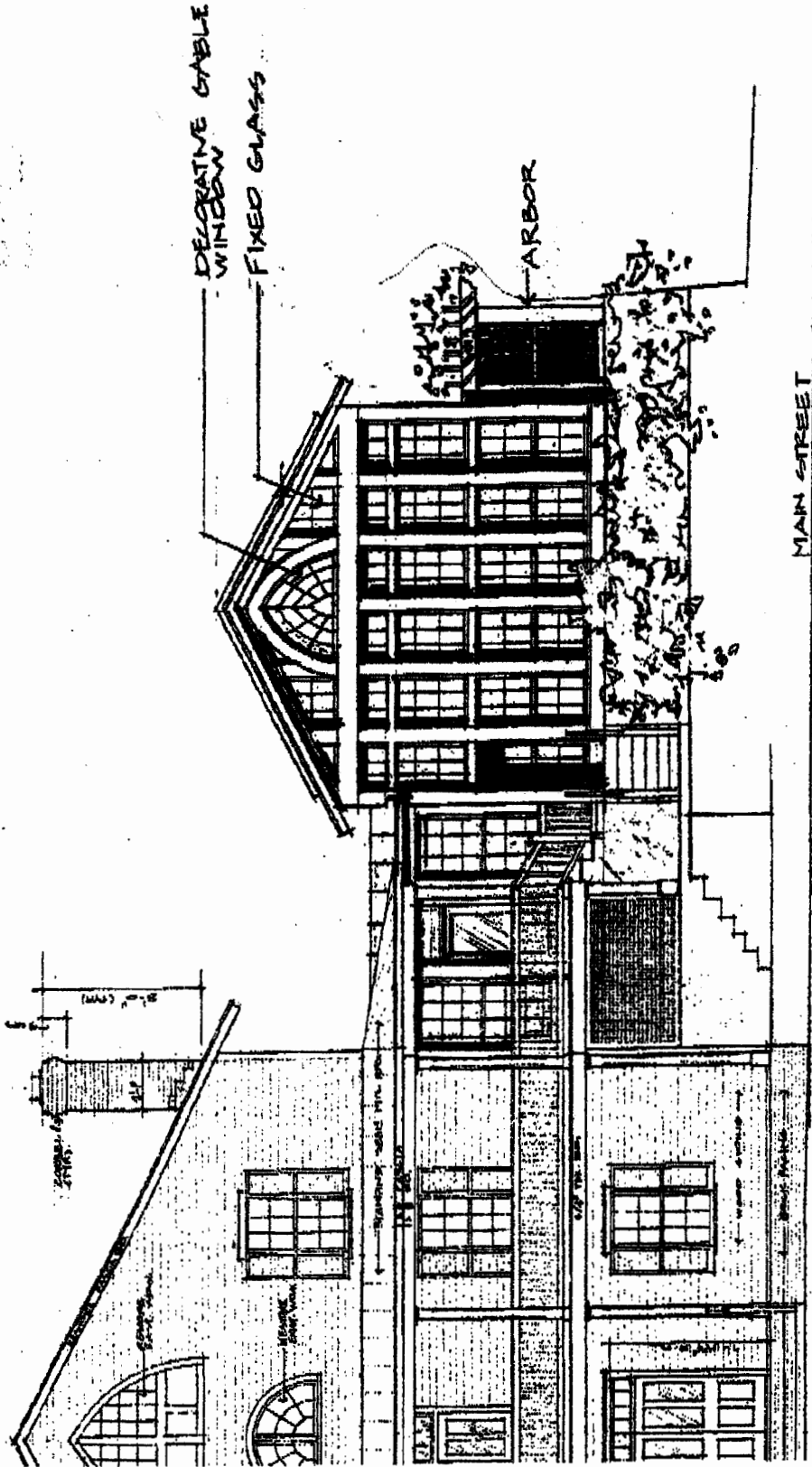
cc: JIM SWING

PLEASE ACKNOWLEDGE RECEIPT OF FAX

JAMES HRICKO ARCHITECT  
300 LEE STREET  
MANASSAS, VA 20108

THE HERMITAGE INN RESTAURANT CONSERVATORY  
7134 MAIN STREET  
CLIFTON, VIRGINIA

5-29-01  
4-23-01



DECORATIVE GABLE WINDOW  
FIXED GLASS

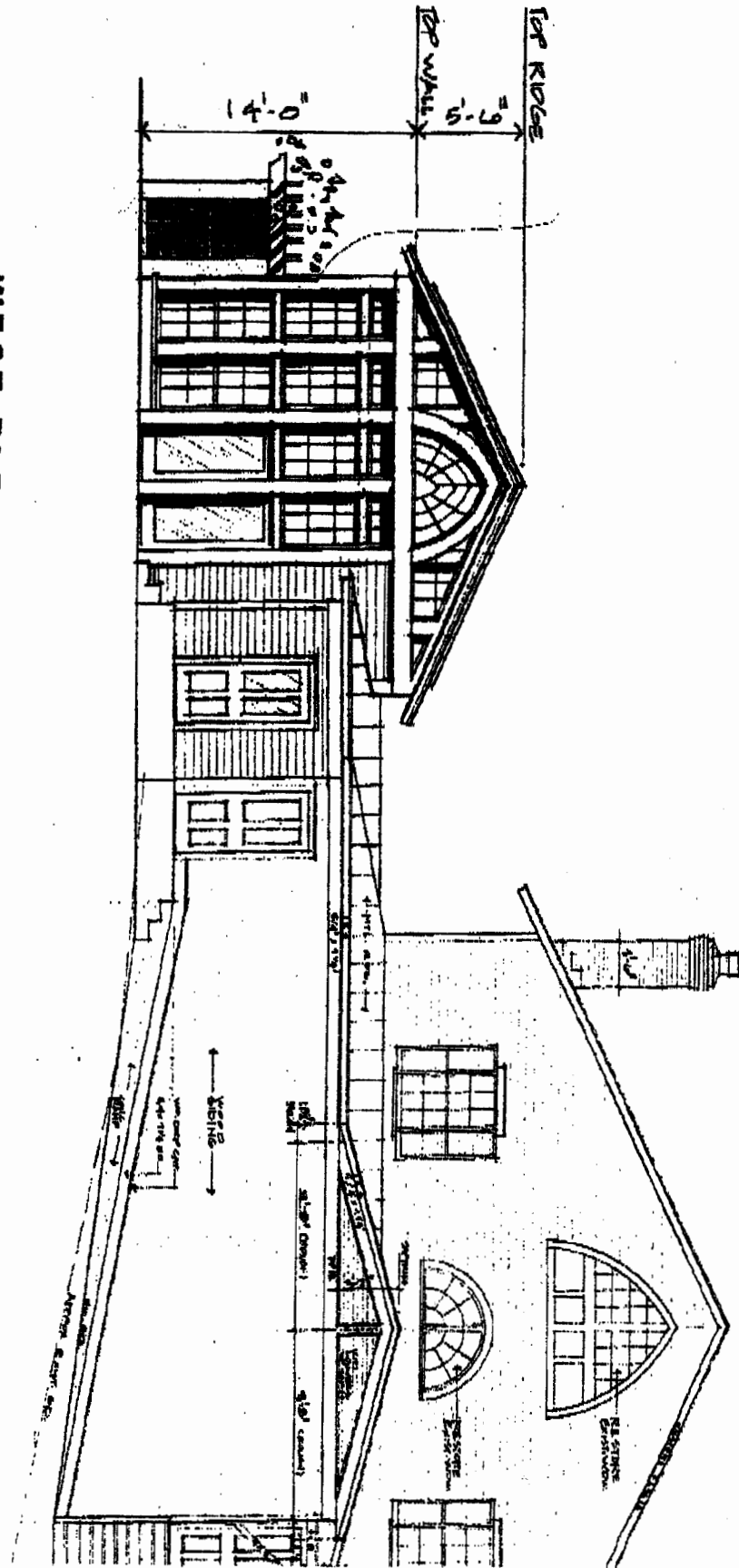
ARBOR

MAIN STREET

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



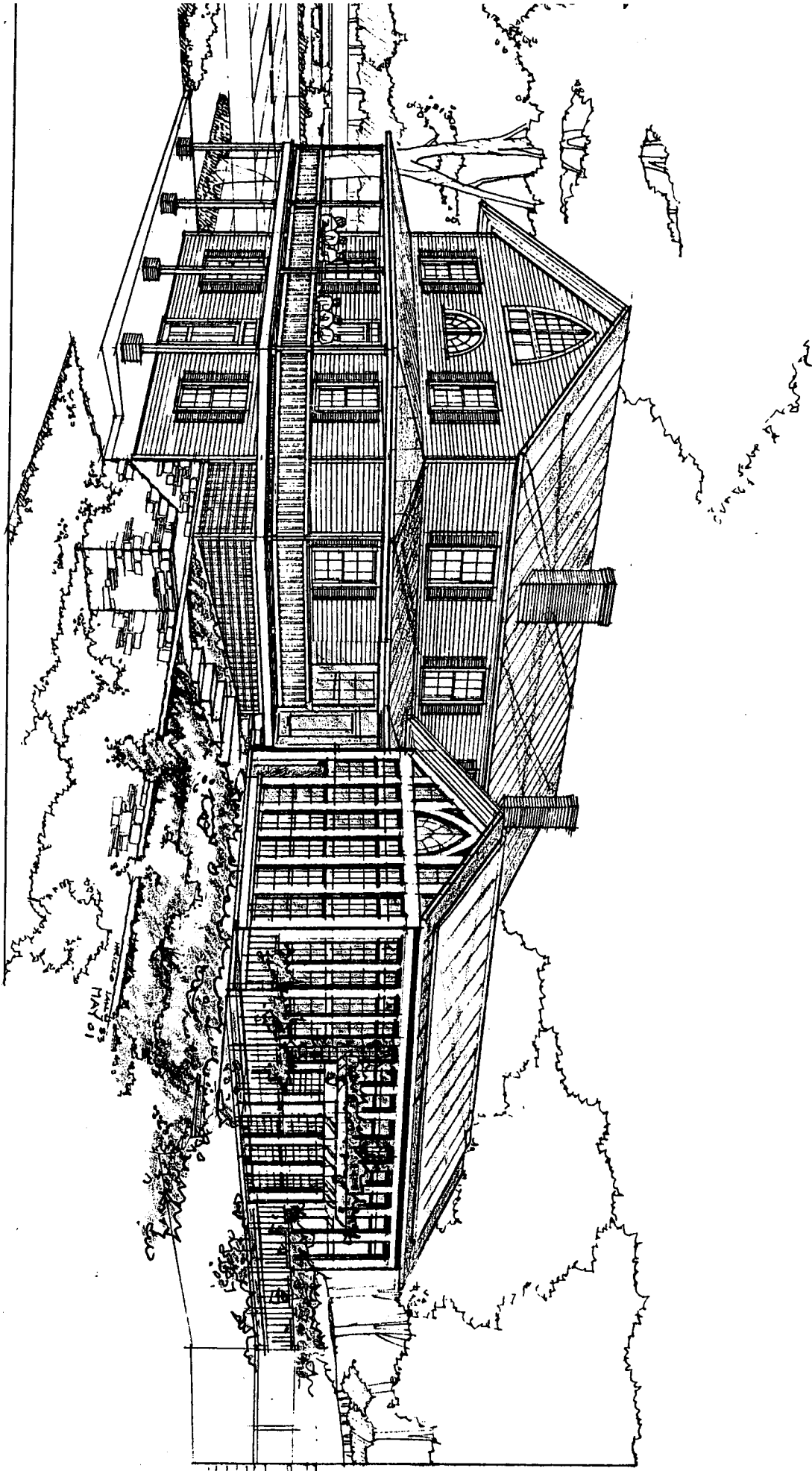
**WEST ELEVATION**  
1/8" = 1'-0"



5-29-01  
4-23-01

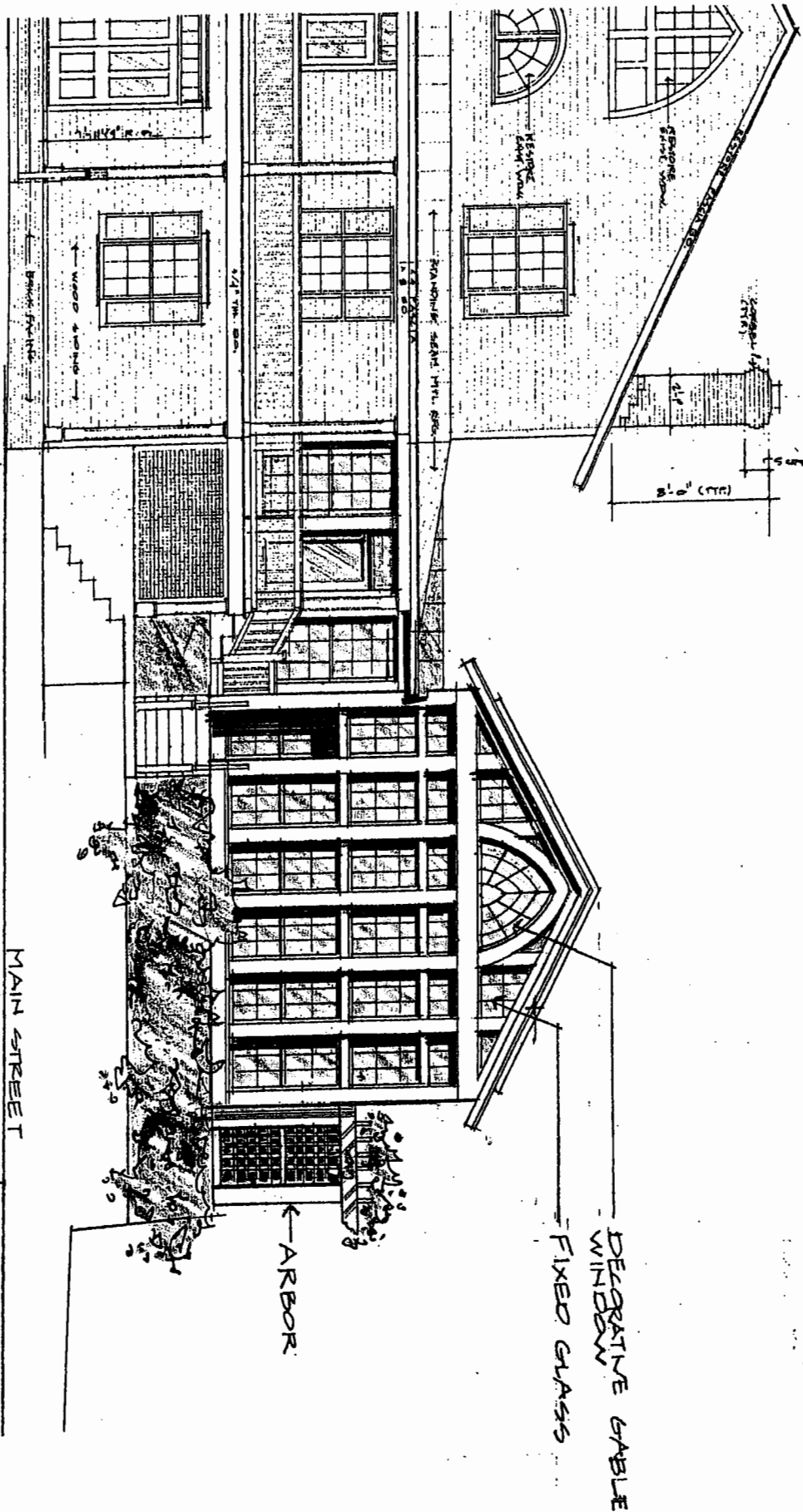
THE HERMITAGE INN RESTAURANT CONSERVATORY  
7184 MAIN STREET  
CLIFTON, VIRGINIA

JAMES HRICKO ARCHITECT  
33 GULFPEER STREET WARRENTON, VA 20188



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**EAST ELEVATION**  
 1/8" = 1'-0"

MAIN STREET

← ARBOR

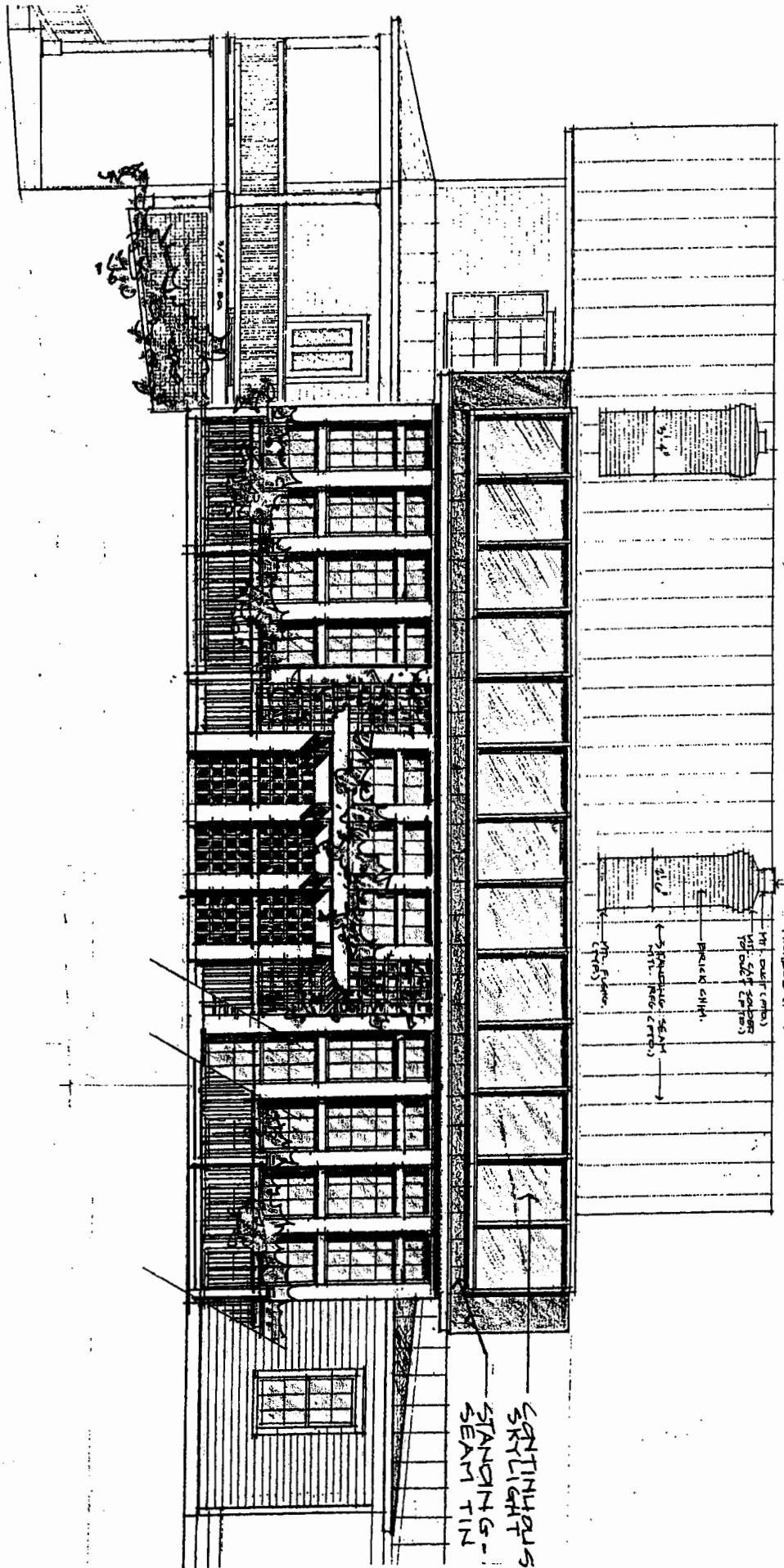
← DECORATIVE GABLE  
 WINDOW  
 ← FIXED GLASS

5-29-01  
 4-23-01

THE HERMITAGE INN RESTAURANT CONSERVATORY  
 7134 MAIN STREET

JAMES HRICKO ARCHITECT  
 33 CULPEPER STREET WARRENTON, VA 20186

**NORTH ELEVATION (AT FENCE PLANE)**  
 1/8" = 1'-0"



CONTINUOUS  
 STAINLESS-  
 STEEL TILING

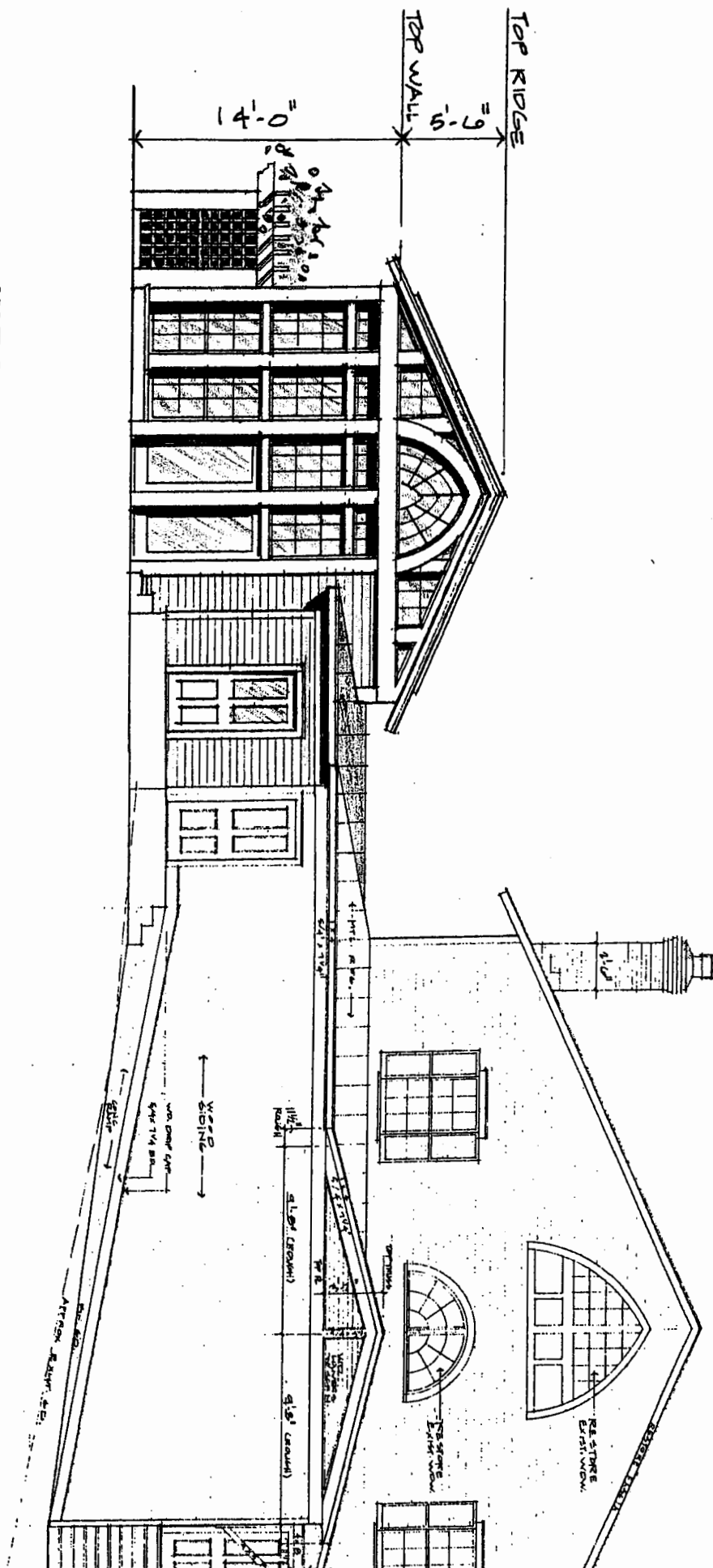
Mtl. Board (max)  
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5-29-01  
 4-23-01

THE HERMITAGE INN RESTAURANT CONSERVATORY  
 7134 MAIN STREET  
 CLIFTON, VIRGINIA

JAMES HRICKO ARCHITECT  
 33 CULPEPER STREET WARRENTON, VA 20186

**WEST ELEVATION**  
 1/8" = 1'-0"



5-29-01  
 4-23-01

THE HERMITAGE INN RESTAURANT CONSERVATORY  
 7134 MAIN STREET  
 CLIFTON, VIRGINIA

JAMES HRICKO ARCHITECT  
 33 CULPEPER STREET WARRENTON, VA 20186

July 9, 2001

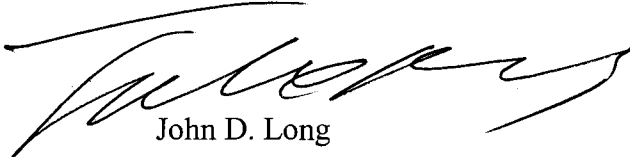
John D. Long  
12725 Clifton Heights Lane  
Clifton, VA 20124

Town of Clifton  
P.O. Box 256  
Clifton, VA 20124

To Whom It May Concern:

I have asked Bob Hillis to represent me at the meeting on July 10, 2001 to obtain approval for the sundeck and brick patio for my home located at lot 8 in the Clifton Heights subdivision. Bob Hillis is authorized the represent me in this matter.

Yours truly,

A handwritten signature in black ink, appearing to read "John D. Long", written over a horizontal line.

John D. Long

T.C. Mtg.

①

7/10/2001

Clesley, Arnold, Buckley, Harrington, Holloway, Nickum

① Minutes from both mtgs - approved  
passed unanimously

② Financial Comm. Report  
(Margo/Bill/Chris O'Donnell)

Bill H: Program to help towns make revenue,  
as well as socially contribute

Dept of Housing & Urban Development:  
HUD: program that  
allows nonprofit groups/entities  
to bid on properties, 5 or more a time -  
in quantities - 15% incentive to purchase,  
resell after fixing up. ↓ discount

\* \$\$\$ made on house split bet. town &  
management company - Rod was looking  
into this to see if it would be legal.  
We have applied for a bid # from  
HUD.

\* Affordable Housing Program

Might be worthwhile looking into -  
so far we've been approached by two  
entities to get involved in this program

Estimated revenues could be:  
\$ 20,000 - 60,000 per year

Good potential

risk-free? Only as good as extracting -

\* Name of town used  
in these transactions -  
(Rod will check into this)



Marketing/sale of properties to be handled  
by management coming

Full terms cannot be disclosed at this  
time because of negotiation process which  
must involve T.C.

Legal matters } Rod is still researching -  
on what is done on behalf of them -  
& if we meet necessary HUD requirements -  
we have indicated our interest to HUD

Contract bet. time of mgt. Services provider -

↳ possibly 50-60 properties per yr -  
in Northern VA. area

Check  
this  
w/ Wray  
program

\* Motion to <sup>participative</sup> ~~pursue~~ <sup>the affordable housing</sup> ~~concept~~ <sup>concept</sup> of this initiative

(Exclusively VA - not D.C. / not Maryland)

\* Motion to form a subgroup of <sup>delegated</sup> individuals  
to be involved in negotiation process (w/ final  
decisions made by T.C.)

↳ to find a workable mgt. program & to  
make sure firm does not face undue  
risks

↳ conceivable to have  
Mgt. Services contract ready at  
next T.C. mtg.

[ Rod will do research ]

(Way for HUD to liquidate properties &  
way for towns like Clifton to benefit at  
same time.)

(Pg. 3)

Mac: be sure what is done will be above board because name of town will be used in transactions

Nonrecourse loans only.

\* Two entities - represented tonight

(1) John Eubank (FHA appraiser) \* Nationwide Mortgage Group  
(John West (FHA appraiser))  
(Tim Lewis (FHA))

\* Goal:

\* Buy at right price / sell at right price

(2) \* Welcome Homes Affordable Housing -  
(representative from) - currently involved  
in renovation / rehab of homes  
for 2 nonprofit organizations  
one is Interfaith Housing Coalition

these two groups would like to have the opportunity to bid on behalf of the town

↓ from these two entities proposals are submitted

Mac would like to see resumes from these two groups, plus projection as to what we may expect financially

References:

Laura would also like names (e.g. phdext#s) of nonprofit groups these 2 entities have dealt with in the past

Risk, we of true name & issues/questions raised by Karen Arnold

We still have questions, not a fait accompli at this point

Wayne: we need a public mtg in near future to discuss further

Tentative time

Put on August agenda

Info needed by two entities in a week (by next Tuesday)

i.e. expenses  
expenses  
profits -  
references

Bill:

Motion to  
make

authorize Margo, Bill & Lol to review <sup>potential</sup> agreement on behalf of T.C. members to discuss options

unanimous  
passed

③ Planning Comm. - Bill H.

Use permits

① Tarrent garage use permit passed unanimously

real, not artificial

② Long deck / use permit 12745

(Clifton Hts. Subdivision)

lot 8

John D. Long

represented by Bob Hollis tonight

\* approved unanimously -

Clifton Hts. gravel trail; deep ruts } will be redone  
plantings as well

④ Issue:  
architectural  
compatibility

Pg. 6

ARB Issue

} Hermitage Conservatory

①

Royce Tarrant - presented ARB  
facts / discussion - synopsis  
of minutes - long mtg.

\* Split among board occurred

②

Statements / comments: Taya / Jamie  
Netcher

Prediction:

\* Nays: Harrington? Hallaway?

\* Yays: Buckley, Arnold

Nickum??

③ Statement by James Aricks -  
directed to T.C. members

Said his designs are sympathetic  
to historic nature of  
original town structure

↓  
feels hotel conservatory is in keeping  
w/ this spirit (Victorian)



Discussion:

Pg 7

Modification of height down 1 1/2 feet from approved design. This is confirmed by both Jim Swing & Jim Tricko

Audience:

putting in her  
Karen Arnold - (24)! - she's very good  
questioned use - replace tent w/ a very  
large permanent structure  
concern about size & scale of building,  
& use of certain materials

Swing - we have the right to enclose the space already allotted to us; tent presently used year-round  
existing use of the terrace

Is proposed structure compatible??

Where is use permit for tent?

Does this transfer

(180)  
seats  
allowed -  
cannot exceed  
this number

There is a use permit for proposed structure, for this addition.

Presbyterian  
Church

(Pg 8)

Pastor - likes concept

⊕ give & take <sup>with</sup> one another - esp. on  
Clifton Day & on other events

Let's keep w/ spirit of compromise/cooperation

Ken Buckley - Let's  
concentrate on architectural design -  
let's trust Tim Stricko (arrogant ass-hole...)  
who has the vision & expertise in  
this field, has faith in Tim

Adam Watts - right next door -

thinks conservatory looks much better  
than that

Bill Hollaway

ARB policy - roofing material -  
must replicate original  
roofing  
from skylights visible from the street

how, then, did this pass?

Royce 1st hurdle: conservatory (ARB divided on  
appropriate to historic district this issue)

2nd hurdle: size & scale

Royce wanted ht. reduced & glass  
reduced } very big issue

⊕ elevation - straight span  
Royce's other concern

Issues brought up 4X throughout -  
Royce just presided over, respected  
opinions of members

Bill: ARB policy of windows -  
consistent w/ other buildings?

Skylights are enormous } glass may have no  
precedent

Royce: If decision is reversed by T.C.,  
then power will be taken away  
from ARB; "no one will show up"  
Let's get evolution <sup>to</sup> be compatible -

Donna  
Netschert

Concern w/ ARB guidelines on  
Street Scape

every entrance & exit have been  
altered

\* inappropriate placement  
glass materials - very inappropriate -  
will reflect very very strongly - esp  
at night

Much too

Mr. Bob Edwards in Winchester  
was consulted

Taya very, very close ARB vote prompted  
her to file appeal

Wayne

(Pg 10) (2) arrogant ass-holes;  
Swing/Tricks

Violation of Robert Rules  
of Order

↓ new fee/new application

Royce said only thing lacking is \$10 fee

But Wayne says there was a definite  
Denial

ALB chair speaks for ALB -  
(Since there is no secretary)

Ultra  
Virus vote?

Appeal is not properly before us.

①

After discussion

Chesley > appeals are very rare

② Bill > height, obstruction of main bldg; problem w/ skylights

③ Mac > gave history of hotel renovation - thanked J. Swing - supported  
Jim Hicks; concurrent vs. permanent structure; tent is less ob-  
trusive; Jim's design is so different as a shiny glass bldg -  
concern over light; issue of precedent set by allowing  
its structure; Size & Scale of great importance

④ Wayne > concern w/ visibility of skylights as one drives into  
town

⑤ Margo > not compatible w/ <sup>design</sup> bldg or <sup>wisting</sup> tower

⑥ Laura > as ALB member, I voted against - not opposed to  
additions - applicants not willing to compromise as far as  
Scale & Size - this is what Laura wanted

Wayne

Pg 11

Option to vacate ~~this~~ <sup>the</sup> decision;  
therefore, appeal vacated.

illegal

orig. denial not appealed & no new  
application filed

unanimous

Swing side of Jim spent (4) months -  
said many revisions were made

(5)

BZA

→ Circuit Court must be notified  
if 5 members

decrease of mem  
from 7 to 5 members

reappoint. Effros & T. Barton July<sup>(3)</sup>, 2006

July  
13, 2006

(6)

VDOT

traffic flow issue -  
VDOT will conduct, but  
need suggestions.

Bill - make Franklin one way  
3 way stop sign at Dell

School Street: one way?

No left turn

(\*)

Carl  
Jimmy -  
request  
this of  
VDOT



⑦

ISTEA

Chip Pacuilli & Margie working on this project

path around Hermitage to school entrance

part of ISTEAT - placement of path

about troops interested in taking this on as a project

⑧

Newman Rd Triangle

Boulders: temporary <sup>placed</sup> only  
Small plants by -

ok -

⑨

Historic landmark sign

↓

outside of comm. hall

\* ok to  
Minutes  
of July 10th

August 7, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- ✓ 1. Treasurers Report  
Chesley  
Arnold  
Buckley
- ✓ 2. Planning Commission  
a. Applications  
Harrington  
Hollaway  
Nickum
- ✓ 3. ARB  
a. Applications  
Jarrendt  
Effros  
Barton  
Wallace  
Williams
4. BZA
- ✓ 5. Town Sewer - Holding Tanks Replacement - Brief by Fx. Cty
- ✓ 6. VML Insurance Program Update
- ✓ 7. Traffic Flow Request to VDOT
- ✓ 8. Financial Committee Update *Bill/Margo*
9. Other
  - ISTEIA Project Discussion - Path/Sidewalks
  - ✓ Cliftennial Celebration
  - ✓ Clifton Book Update
  - *Triangle rocks ??*

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Posted, Post Office and Store

*Sept. 3rd Call  
show*

August 7, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |   |
|--|---|
| 1. Treasurers Report   | Chesley<br>Arnold<br>Buckley                        |
| 2. Planning Commission<br>a. Applications                    | Harrington<br>Hollaway<br>Nickum                    |
| 3. ARB<br>a. Applications                                    | Jarrendt<br>Effros<br>Barton<br>Wallace<br>Williams |
| 4. BZA   |   |
| 5. Town Sewer - Holding Tanks Replacement - Brief by Fx. Cty |   |
| 6. VML Insurance Program Update                              |   |
| 7. Traffic Flow Request to VDOT                              |   |
| 8. Financial Committee Update                                |   |
| 9. Other <i>Triangle Lots</i>                                |   |
| - ISTEPA Project Discussion - Path/Sidewalks                 |   |
| - Cliftennial Celebration                                    |   |
| - Clifton Book Update  |   |

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Posted, Post Office and Store

August 7, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |   |
|--|---|
| 1. Treasurers Report   | Chesley<br>Arnold<br>Buckley                        |
| 2. Planning Commission                                       | Harrington  |
| a. Applications  | Hollaway<br>Nickum                                  |
| 3. ARB   |   |
| a. Applications  | Jarrendt<br>Effros<br>Barton<br>Wallace<br>Williams |
| 4. BZA   |   |
| 5. Town Sewer - Holding Tanks Replacement - Brief by Fx. Cty |   |
| 6. VML Insurance Program Update                              |   |
| 7. Traffic Flow Request to VDOT                              |   |
| 8. Financial Committee Update                                |   |
| 9. Other   |   |
| - ISTEPA Project Discussion - Path/Sidewalks                 |   |
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Minutes  
Clifton Town Council Meeting  
Tuesday, August 7, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from July 10, 2001, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Treasurer's report : Marilyn Barton. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
3. Planning Commission: Bill Hollaway
  - a. Shari Arnold use permit, the addition of office space to her present business, Architectural Images. Number of employees will be two, and number of parking spaces will be three. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
4. ARB: Hricko design for Hermitage conservatory approved with the following revision: removal of glass skylights on visible side of the roof, facing parking lot.
5. Town sewer: brief presented by Fairfax City concerning holding tank replacement. Easement issue was discussed as it relates to property owned by town resident Richard King, and on which new facility would be built to replace the present system. Motion made to have Rod Williams research whether or not the town should hold a public hearing on this issue. Mayor Chesley will then notify the county.
6. Insurance agent David Smith spoke to the Town Council about insurance for municipal governments and gave an overview on coverage available. A yearly fee of \$10 per council member would provide general liability for accidents such as slips and falls at town functions. Motion made to obtain coverage to cover town clerk and Town Council members. Ayes: Chesley, Buckley, Harrington, Hollaway, Nickum. Nay: Arnold. Motion passes.
7. VDOT representative informed the town that a traffic count would have to be conducted in order to properly analyze our traffic problems. Cars are presently using the following streets as they pass through Clifton: Pendleton Avenue, Chapel Road, Clifton Road, School Street and Water Street. A residential Road has a 25 mph or less speed limit, and in order to install speed bumps, 75% of the residents would have to vote in favor. VDOT will proceed with the study and report back to the Council when it is completed.
8. Update on HUD project: Bill Hollaway. Bill will be sending out information packets to all town residents explaining the features of this program, and the potential income it could generate for Clifton. Motion made to hold a public information meeting immediately preceding the September Town Council meeting on September 4, 2001, at 7:30 P.M. Motion passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
9. Reminder made of car show event: September 3, 2001, 10-3 P.M.
- 10.. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.



Minutes  
Clifton Town Council Meeting  
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Clifton Town Hall

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- 10.. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

# HOPKINS & SUTTER

(A PARTNERSHIP INCLUDING PROFESSIONAL CORPORATIONS)

888 SIXTEENTH STREET, N. W., WASHINGTON, D.C. 20006-4103 (202) 835-8000  
FAX (202) 835-8136  
INTERNET <http://www.hopsut.com>

CHICAGO OFFICE THREE FIRST NATIONAL PLAZA 60602-4209  
DETROIT OFFICE 2800 LIVERNOIS SUITE 220 TROY, MI 48083-1220

RODERICK B. WILLIAMS  
(202) 835-8135  
Direct Fax: (202) 835-8136  
E-Mail: [RBWilliams@hopsut.com](mailto:RBWilliams@hopsut.com)

7589603

July 13, 1999

Ms. Pam Wallace  
P.O. Box 76  
Clifton, Virginia 20124

Re: Kenneth D. Buckley BZA Reappointment

Dear Pam:

Enclosed please find a copy of a Resolution reflecting the Council's action in asking the Circuit Court to appoint Kenneth D. Buckley to the Board of Zoning Appeals. I would ask that you kindly sign and date the Resolution (please use the date you actually sign it, not the date of the Council meeting) and affix the Town Seal to the Resolution. Please then mail the Resolution back to me. If you have any questions, please feel free to contact me. Thank you.

Very truly yours,



Roderick B. Williams

Enclosure

✓  
Signed,  
Sealed, to  
mailed to  
Rod -  
7/22/99

TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

7-Aug-01

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$1,998
Money Market Savings Account:	\$37,096
Funds Booked but not yet deposited:	\$2,546
Planning Commission Escrow: Overson	<u>\$5,681</u>
 TOTAL CASH BALANCE:	 <u><u>\$47,320</u></u>

Treasurer's Report prepared by:

Marilyn Barton  
Treasurer

August 7, 2001

TO: Clifton Town Council

FROM: Lynne Garvey Hodge

IN RE: History Activities

*Centennial Celebration  
Incorporation  
sold  
\$1500. <sup>00</sup> worth of books*

1. "Brigadoon" update

2. "Cliftennial"—July 4<sup>th</sup>; next mtg. — August 16<sup>th</sup>,  
2001; 7:30pm at Acacia Lodge; co-chair w/ Bill  
Hummel

*CBA &  
TOWN  
EVENT*

① Minutes: approve unanimous from 7/10/01

② Sept. 3 car show - no parking on Main St. up to 8-3 p.m.

③ Treasurer Report: approve unanimously

④ Planning Comm. - Bill

Approved Use permit: Shari Arnold's business at add. office space to her present # employees: 2 4 pkg. placed, but under pkg. section? 3 Space

⑤ ARB: New design for roof - on visible side, no glass & approved

Pump & level system SEWER & upgrade existing Proposal to enlarged holding tanks for 1 lift station 20,000: daily capacity / storage facility

Easement question & R. King's property

E-Bay Ordinance / Compliance → Pope's Head Creek - (E-Bay)

With T.C. approval, easement commitment w/ R. King -



9 months installation/permit time

(2)

\*

Motion to consider preliminary plan?  
Preliminary estimate

[Aesthetic concerns were brought up  
by C. Rusnak]

\* Will be project as a  
viable concept

We might need a public hearing? Do we  
need this

Motion  
to have

15.2-2232

Town Attorney check on whether  
~~will check~~ we need a Public Hearing  
under 15.2-2232 Section

Chesley will then notify County.

would need  
to  
Request  
of CBA insurance  
on property &  
volunteers for  
Cliffon Day  
CBA needs to  
give us a  
certifi-  
cate

(6.)

David Smith - insurance of our  
present

dbsmith@vml.org

**VML - Risk Mgmt**

Virginia Municipal League } insurance for municipal gov'ts

(In existence since turn of the century

Group self insurance / coverage overview

\$10 / Council member per year

General liability: slips, falls (i.e. on Cliffon  
Day)

National:

\* Law suits

CBA, non-  
profit  
Appointed  
event:  
Cliffon Day

Volunteers  
would also  
be covered

TOWN FUNCTION

\*  
Other coverages available?  
flood? natural disaster?

Arts  
Literature  
Social Concern

- Old Town Hall
- Gazebos
- Cabaret
- Contents of Comm. Hall

\$188,000

\* Fidelity (embezzlement insurance, etc → to cover any T.C. member, town clerk)

(1-888-295-4865) phone #

Workmen's Comp.

Homes Tour, Haunted Trail  
Cante covered

get insurance to  
[Motion to cover clerk & T.C. members -]  
by Wayne

Dyde said we don't need it -  
\* Ayes: everyone: Chesley, Buckley, Holloway, Harrington, Nickum  
\* Nay: Arnold

Motion passes

Elected officials & employees -  
need to be covered

\* Volunteers & appointed individuals are covered -

⑦ VDOT

④

Residential road:  
25 or less → ok w/ speed bumps

75% of speed bumps residents  
must vote yes.

[10 houses: 8 signatures]

- ① Pendleton Ave. - speed
- ② Chapel Road
- ③ Clifton Road
- ④ Spring & Water St.

We need an accurate, current  
count after school opens, which VDOT  
will do.

Traffic patterns need to be  
considered

We need a traffic  
count to properly analyze  
our situation & know  
what to do.

\* Problem properly identified  
Involves fire station/ fire trucks



- ① Kinchella
- ② Pendleton
- ③

Check with  
Wayne on  
this!

Thank  
you note  
to  
Lynne Garvey  
Hodge

Michelle  
Compan -  
Bell Avenue

The gazebo  
curious  
that  
~~was~~

got  
rained  
out  
Home for  
Michelle  
Compan

600  
average  
daily  
traffic -  
required  
by VDOT

⑧ Centennial Celebration  
⑨ Bank Update

⑤

⑩ Bill: HUD Program (Financial Comm.)  
H.

Re: 2 entities that were present last T.C. mtg.

\* face to face mtg. was held

\* Eubank here to answer questions tonight

Eubank  
Nationwide  
Affordable  
Housing has already  
contacted me

to Frank discuss next T.C. mtg.

Welcome Homes Affordable  
Housing, Inc } need to  
send us more info

Mr. Eubank



Mail notices  
to Home residents



2 days hence  
Chp n comments



then Bill will send to  
Sen who will mail it

one entity:  
sent us  
contract/  
details on  
their  
qualifications  
↓  
Confidential at  
this point



\* send to  
car tag  
names  
in  
time

Give copies  
to Taya  
Abbott

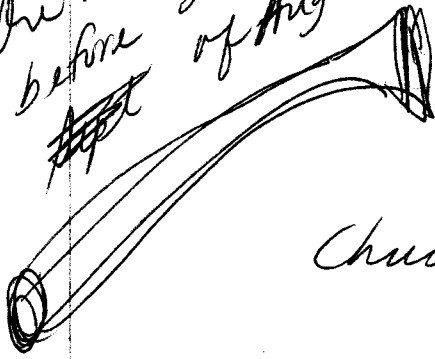
Proposed at next T.C.  
information  
public mtg. held before  
mtg. 7:30 p.m.  
Passed unanimously

DMP  
Dead Date  
\* On or  
before

27th  
of August

(6)

Proposed  
contract  
deadline



Chuck Rusnak

\* Contract terms & conditions → Confidential  
but everything else will be  
communicated openly to  
residents

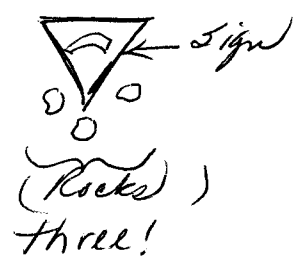
ADN

Once employed  
other people's personnel

We have to  
be careful when  
our name is being  
used.

Rocks!

Triangle



Mr. Eubank

FHA  
Appraiser  
inspects  
property  
personally

(More  
supervised  
in this field)



~~Both~~ Unanimously

Both parties must

\* deadline: drop dead date  
instead of 8/27/01

① Sept 3<sup>rd</sup>

car phone

10-3 p.m.



Chili  
cook  
off

Old Dominion POD  
me

*Tam W.*

September 4, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

PUBLIC INFORMATION MEETING - CONSIDERATION OF TOWN OF  
CLIFTON AFFORDABLE HOUSING PROGRAM

CLIFTON TOWN COUNCIL MEETING

AGENDA

- 1. ✓ Treasurers Report *Marilyn not present tonight -*  
Chesley  
Arnold  
Buckley
- \* 2. ✓ Planning Commission  
a. Applications *Curtis Group / Peter J. Market / CBA applications - farm*  
Harrington  
Hollaway  
Nickum
- 3. ARB  
a. Applications  
Jarrendt  
Effros  
Barton  
Wallace  
Williams
- 4. BZA
- 5. Financial Committee Update - Affordable Housing Program
- 6. Other

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September 4, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

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CLIFTON AFFORDABLE HOUSING PROGRAM

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |   |
|--|---|
| 1. Treasurers Report                                       | Chesley<br>Arnold<br>Buckley                        |
| 2. Planning Commission<br>a. Applications                  | Harrington<br>Hollaway<br>Nickum                    |
| 3. ARB<br>a. Applications                                  | Jarrendt<br>Effros<br>Barton<br>Wallace<br>Williams |
| 4. BZA   |   |
| 5. Financial Committee Update - Affordable Housing Program |   |
| 6. Other   |   |

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Minutes  
Clifton Town Council Meeting  
Tuesday, September 4, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Council members Mac Arnold (8 P.M.), Margo Buckley, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Minutes from Town Council meeting of August 7, 2001, approved unanimously: Chesley, Buckley, Hollaway, Nickum.
2. Treasurer's report: motion made to approve. Passed unanimously: Chesley, Buckley, Hollaway, Nickum.
3. Planning Commission: Bill Hollaway
  - a. Peter Market use permit for Market Financial Services, 12644 Chapel Road #109-111. Approved unanimously: Chesley, Buckley, Hollaway, Nickum.
  - b. R.J.L. - Taylor property: reaffirmation of application with subdivision plat included. Passed unanimously: Chesley, Buckley, Hollaway, Nickum, with the stipulation that a path or sidewalk be constructed from Clifton Creek Road to Clifton Elementary School.
  - c. CBA application for interior structural work amendments to original use permit for CBA barn. Motion made to approve interior trusses and replacement of the barn roof, with no expansion of footprint. Passed unanimously: Chesley, Buckley, Hollaway, Nickum.
  - d. CBA application for lot #9, expanded use of CBA barn property, four times yearly, 7 A.M. to 1 A.M., Thursday through Sunday. Permit will be written with these revisions, and a release signed so that the town is not held responsible for damage in flood plain. Item tabled until next Town Council meeting in October.
  - e. Apollo Group use permit, 7150-B Main Street. (No client visits.) Approved unanimously: Chesley, Buckley, Hollaway, Nickum.
4. Mayor Chesley opened Public Information meeting to discuss proposed Town of Clifton Affordable Housing program. Bill Hollaway gave details of program, how it works, and pointed out the potential financial benefits to the town. He also introduced the two separate entities (Nationwide Affordable Housing and Welcome Home Affordable Housing) who have approached the town as applicants. Each gave a brief overview and passed out literature. At this point the town has offered both entities the opportunity to submit proposals and contracts for review. Comments/questions from the audience and Town Council members are as follows:
  - a. Michelle Stein (7227 Dell Avenue): Is this a nationwide program? What benefits do the entities receive?
  - b. Bill Hollaway: This is a nationwide program, and we would only bid on properties located in the state of Virginia. The entities receive a 15% discount, and are allowed to operate under the name of the town of Clifton. HUD makes regular checks on entities.
  - c. Levon Buller (7211 Main Street): How did this come up? Did the town have any previous connections to these entities? Have we talked to other municipalities who are doing this?
  - d. Bill Hollaway: A Clifton citizen spoke to Mr. Eubank and more talked followed. We have not yet had the opportunity to talk to any other municipality but feel this would be a good idea.
  - e. Chuck Rusnak (Chapel Street): Do we have the experience to attend closings? Do we have a plan? legal help? funding? Do we know all the costs? How about liability? How will program be administered? I am concerned that HUD will be expecting us to report on what we are doing.
  - f. Bill Hollaway: The service contractor takes care of closings and closing costs, as well as liability.

- g. Phil Sampson (Water Street): An attorney should look into all facets of this program. It is a big risk to take before investigating in detail.
- h. Rod Williams: We have a limited liability, would be indemnified by agent against any liability arising out of town's participation.
- i. Ken Buckley (Chapel Road): Town should investigate track record of two service providers, such as which one has more experience in this area.
- j. Chuck Rusnak: Who is able to buy these properties?
- k. Bill Hollaway: Homes initially go on auction block, not open to investors. Property then goes on MLS and purchaser must meet income requirements and plan to be owner/occupant.
- l. Diane Dygve: Can we work with more than one service provider?
- m. Bill Hollaway: This would be very difficult.

- 5. Mayor Chesley closed public information meeting. Motion made to continue this discussion and look into pursuing HUD plan and choosing a suitable service provider. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
- 6. Motion made to hold a special Town Council meeting on September 18, 2001, at which time the Town Council will go into executive session to discuss the HUD plan and service providers. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
- 7. ARB: no report
- 8. BZA: no report
- 9. October 7, 2001, is date for Mayor's Golf Tournament. Our town will participate.
- 10. Master plan for county trails will be discussed at a public hearing on October 3, 2001.
- 11. Bill Hollaway mentioned National Capitol Land Company's refund request, pertaining to Clifton Heights subdivision fees. There will be no refund until trees are restored and path built. A letter will be sent.
- 12. Letter received from Chris O'Donnell who is resigning from Planning Commission. The position will be advertised.
- 13. March 10, 2001, is the date of Clifton's 100th anniversary of incorporation. Lynne Garvey Hodge will be chairing this event, with Bill Hollaway acting as Town Council liaison. Next meeting: September 11, 2001, Acacia Lodge.
- 14. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.



Minutes  
Special Clifton Town Council Meeting  
Tuesday, September 18, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold (8:30-9:30), Margo Buckley (7:30-8:45), Laura Harrington (7:30-8:30), Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Mayor Chesley read letters from new CBA President, Keith Abbott, one introducing himself and pledging to be part of the town, and the other, requesting permission to hold Clifton Day event on October 14, 2001, with a raindate of October 21, 2001. Motion made to approve dates for Clifton Day. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to go into closed executive session to discuss legal matters pertaining to affordable housing program currently being considered by the town. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
3. Motion made to move back into public session. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
4. Motion made to certify that only legal matters concerning affordable housing program were discussed. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
5. Margo Buckley mentioned poor turnout for Haunted Trail 2001 meeting. She will schedule a second meeting. Many volunteers are needed to run this event.
6. Motion made to return to closed executive session. to discuss legal matters pertaining to affordable housing program. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.
7. Motion made to move back into public session. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.
8. Motion made to certify that only legal matters pertaining to affordable housing program were discussed in closed executive session. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.
9. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.

Minutes  
Special Clifton Town Council Meeting  
Tuesday, September 18, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold (8:30-9:30), Margo Buckley (7:30-8:45), Laura Harrington (7:30-8:30), Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Mayor Chesley read letters from new CBA President, Keith Abbott, one introducing himself and pledging to be part of the town, and the other, requesting permission to hold Clifton Day event on October 14, 2001, with a raindate of October 21, 2001. Motion made to approve dates for Clifton Day. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to go into closed executive session to discuss legal matters pertaining to affordable housing program currently being considered by the town. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
3. Motion made to move back into public session. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
4. Motion made to certify that only legal matters concerning affordable housing program were discussed. Passed unanimously: Chesley, Buckley, Harrington, Hollaway, Nickum.
5. Margo Buckley mentioned poor turnout for Haunted Trail 2001 meeting. She will schedule a second meeting. Many volunteers are needed to run this event.
6. Motion made to return to closed executive session. to discuss legal matters pertaining to affordable housing program. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.
7. Motion made to move back into public session. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.
8. Motion made to certify that only legal matters pertaining to affordable housing program were discussed in closed executive session. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.
9. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.

①

9-18-01  
Special from Orange Nty.

Friend: Quilty, Hollaway, Harrington, Buckley, Nickerson,  
Koe Williams, from attorney

① Pledge and

② Jimmy: letter from new CBA president as of 9-6-01 -  
Keith Abbot

letter introducing pet - desire to be put  
by the town

③ 9-17- Boston letter from Keith Abbot:

CBA - Promise Elyon Day - formal  
request to hold event

Oct 14 - 2001 rain date: 10/21  
not an

move to approve this date -  
to allow town property to be  
used & removed the displays

clear up at  
4 P.M. and  
Monday, 10/15

Approved unanimously

Bill #2

CBA violative? special permission?  
• Motorized vehicles in park?  
• Amplified music  
• Streets closed

Proposed Amendments by Bill #1

Lebanon Ftg. Lot  
All from lease  
Town Mtg. Hall  
dismantled?

• clear up completed by evening  
• sign removed by 1 week after event

With power

closed

④ Motion made to go into executive session  
to discuss:  
Legal matters that  
deal w/ affordable housing program

(Ordinance 2.1 - 3.4 A7)  
per Rod Williams

⑤ Motion to move back  
into public

Unanimous  
⑥ → Motion made to  
copy all discussed  
legal matters concerning  
affordable housing program.

~~of potential~~ including  
Unanimous Conflicts of interest laws

Margo:

⑦ Park mtg. - 1 person came  
this past Monday

Re: 7:30 P.M.

(Haunted Park point)

3 P.M. - Buckley's Park

I must show up - Margo can't

handle by herself - she needs lots  
of help -

7:30 P.M. } Margo's mtg.  
at her house, same night

Council

⑧ Margo leaving (to nap)

⑨ Go back into <sup>Meeting</sup> Executive Session  
to discuss legal

Remove  
Conf!



\* write use permits

Sept 4, 2001 (1)

Present: Chesley  
Buckley  
Hollaway  
Nickum

\* Mac: 8 P.M.

- ① Minutes } approved: unanimously
- ② Treasurer's report } approved:
- ③ Planning Commission: use permitted

a. Peter Market Clifton Shops location  
financial review 109 & 111 } approved  
unanimously  
w/revision

b. R.F.L. Taylor property } subdividing done  
re: parking release

\* reaffirmed application by Planning Comm -  
agreement to subdividing plat

Approved unanimously

1st stipulation: pathway or sidewalk  
from Creek Dr. to School

Passed unanimously

Interior  
chgs  
etc

c. CBA application: interior structural work  
amendments to application  
Approval interior trusses, replacement of roof,  
(No expansion of footprint) } approved unanimously

d. CBA Application: lot # (9)  
chgs; expand use of property:  
4 times yearly

get changes  
from Bill

Write  
with these  
revisions

7 AM - 1 A.M. Sun -> Thursday next

W/ special exception approved by mayor

\* table this  
until next

(2)

Town to be held not liable if someone's equipment gets wet, etc.

20 volunteers (# employees)  
# parking spaces: 170

↓  
in flood plain, 100' w/in the Creek -

release must be signed so town is not held responsible for damage in flood plain -

↓  
~~Approved unanimously~~

① Apollo Group - will be in Peterson's garage

7150-B Main St. - Clifton, VA 20124

↓

\* No client visits - Approved unanimously -

② Pump & haul <sup>system</sup> County will be coming to Planning Commission to talk about details of new pump & haul facility & replacement of tanks

↓ move to table parking issue for CBA events at the Barn - Using land that is designated agricultural / industrial / residential for commercial use is the issue -

Would this affect other nearby properties?

4.

Public Information portion of mtg →

AUD program - insures loans for qualified applicants > Bill Hollaway

- Nationwide Affordable Housing Fund

- LHA and Welcome Home Affordable Housing

- Return to town: could be between \$45,000 to \$100,000
- To minimize risk to the town > very important
- Non recourse lending - not involving town
- indemnification clause

- Option of termination
- Limit of # of homes

We are in process of investigating this program as a potential source of income

\* Two entities <sup>to</sup> present themselves to town -

VERSUS

Nationwide Mr. John Eubank, etc. > Welcome Home Affordable Housing

Comments / questions

~~Let Butter~~ Michelle Stein  
7227 Dell > Is this a nationwide program? Yes, said Bill - we owned only ~~set~~ bid on properties in the State of VA

Do these groups get any benefit? No - they like 15% discount given them by this program - & using the name of Town of Clifton

but entities would essentially be running the show - HUD checks on a very regular basis -

Levon Bulker  
7211 Main St.

"Have other firms been contacted who have been involved?"

Bill - yes - Manassas is one - many non profits are involved around the state

Some firms make more than others (duh) -  
Guaranteed return / limited or no risk }  
Important Feature

Rick Dysve  
7350 Main St. -

Q How did this come up? Citizen talked to Mr. Eubank - more talk ensued -

A Did town have connection to these entities Eubank/Hoyd then heard about it; we did not advertise - only word of mouth

Q Have we talked to other municipalities? other non profits? Not as of this time - might be good to feel other towns out -

\* Chuck Rusnak Chapel St.

Do we have expertise to go to closings? - do we have a plan? legal keeping? funding?  
(Approx. \$100,000 per home) - Do we know all the costs?? Bill's Service contractor takes care of this -

Chuck: How about liability?? > Again Services  
Contractor handles this-

What if there is a huge loser in a deal?

\* How will program be administered? -> Chuck's  
concern - HUD will be expecting us to report  
on what we are doing-

\* Phil Sampson  
Water St., Clifton

\* Attorney should look at all features of  
this program - big risk to take before  
investigating in detail -> ROD WILLIAMS, who has  
already been looking into HUD project

\* impact ~~on~~ debt load of Clifton  
Rod: we have a limited liability - to be a  
separate entity -

over a certain amount -> must file a  
return \$25,000 and over \$100,000

information

close: public mtg

~~Ken~~ Ken Buckley - Chapel Rd. -

Track record of 2 service providers -

what their business plan is to give them  
a clear idea



Requirements:

Fig. 6

What's the  $\Delta$  from citizens - some indication of 'companies' marks from the past

Fig. 7 which had more experience

Average of 60-68 days } 57 hours bought  
Action wide

Action wide

Chuck Rasmussen asked

Who gets to buy these shares - an income bracket?

How to set up an authority - block -

\* Initially not open to investors

Who makes decision? program seen in

Requirements must include <sup>for them</sup> - amount represents another person in company & hope & have this amount

Julie Peterson

do we overlap? i.e., with the area's SYA

We will devise a mechanism to handle what's been for the town

We would have to work on these details -

many many foreclosures right now!

lots of properties now available

Diane Dygre? -  
AA

Can we work w/ more than  
one service provider? would be like

2 agents doing the work →

would be difficult -

Chuck

How does rest of the Council  
feel about this idea?

\* Wayne - continue discussion - look  
into pursue this Hard concept  
if we can find a suitable service  
provider -  
unanimous

Mac - some reservation - not directly related to  
the fund - Mac has been concerned, but  
feels it's a good program - not just  
for profit

Unanimous

→ to move forward →

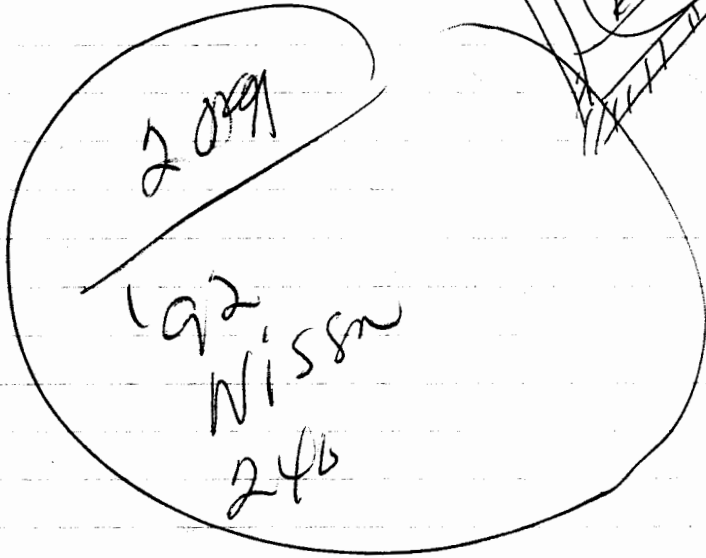
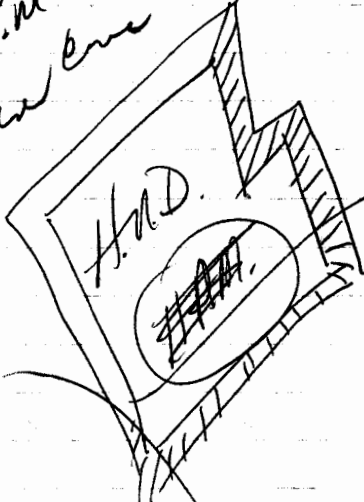
Motion  
Executive  
session at a  
special - mtg  
unanimous

date set  
prior to  
mtg. T.C.

discussing in  
voting in an open  
session - No  
public

\* How about  
9/18?  
will be posted -  
7:30 P.M. -  
Rod can come

What do  
we call  
this mtg?



→ Lev's  
Car tray  
for his

Car - no chg.

⑤

NO ARB

⑥

NO BZA

⑦ Burke Lake Pk

⑧ Oct. 7, 2001 Mayor's Golf Tournament -

we will participate -

Francis'son / Ray E / M. Brown / Ken / Fran

⑨ Co. master trails plan - on master maps  
prior to zoning (?) - map available -

public hearing held on — Oct 3, 2001 —  
the Nov. 19 before Supervisors -

we are not in favor w/ paved trails  
parallel w/ horse or pedestrian trails -

Bill:

⑩ Nat'l Capital Land Co → Clayton Hts -  
refund requested

must be  
parallel w/ inspection

Bond not  
released?

\* & no refund until certain  
items are covered - & certain jobs  
done -

- No trees restored - !
- No path built - !

We will ~~be~~ send a letter -  
Boy about project

⑪ Letter from C. O'Donnell - re: can't  
continue w/ Planning Comm - resignation  
submitted to Bill Holloway -

↓ advertise position

⑫ Revision of use permit application

Bill - Wholl

Whollawa@skadden.com

⑬ VDOT -

⑭ March 10, 2002 - Clifton's  
100th anniversary event

Lynne  
Garvey  
Hodge

Actual  
day of  
incorporation } proposed draft

Bill to be liaison  
to committee for 100th celebration -

9/11 7:30 : Acacia Lodge

⑮ Adjourn

↓  
This was  
cancelled

Book  
out



**Town of Clifton  
Town Council Public Information Bulletin**

**Consideration of Town of Clifton Affordable Housing Program**

**\*\*Public Meeting - 7:30 p.m. on Tuesday, September 4, 2001\*\***

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- HUD auctions off foreclosure properties
- HUD offers Participants a 10-15% discount on the purchase of foreclosure properties
- Participants purchase and refurbish properties, and then resell them to qualified end buyers
- Participants may retain any residual funds (*i.e.*, profits) remaining following purchase, refurbishment and resale
- The Town of Clifton (“Town”) is considering participation in the program
- The Town would participate through the services of an agent under contract to the Town
- The agent would act on behalf of the Town to purchase, refurbish and resell properties in the HUD program
- Properties would be owned by the Town
- Properties would be located primarily in Northern Virginia, but could be located elsewhere in the Commonwealth
- Two entities have approached the Town and proposed to act as the Town’s agent
- The two entities are Nationwide Affordable Housing, LLC and Welcome Homes Affordable Housing, Inc. ([www.welcomehomes.net](http://www.welcomehomes.net))
- Both entities have experience working in the HUD Affordable Homes Program
- The principals in both entities live in the greater Clifton area
- The Town has offered both entities and opportunity to submit proposals and contracts to the Town for review

- The Town has entered into discussions with both entities concerning the terms and conditions of an agreement with the Town
- Key issues for the Town are ensuring benefits to the Town and minimizing risk to the Town
- The Town would be guaranteed a return on every property purchased and resold, and would not be responsible for any losses incurred
- The Town stands to obtain a considerable amount of revenue from participation in the program, although no amount of revenue is assured
- The Town would be indemnified by the agent against any liability arising out of the Town's participation in the program
- The terms and conditions of proposed agreements with the entities are currently subject to confidentiality restrictions, but would be made public upon execution
- **The Town will hold a Public Meeting on the Affordable Housing Program beginning at 7:30 p.m. on Tuesday, September 4, 2001 in the Town of Clifton Community Hall**
  - The Town Affordable Housing Program Committee will give a presentation on the background and facts of the program
  - Entities proposing to act as the Town's agent that have provided a proposed contract to the Town by August 20, 2001 will also be invited to present a presentation regarding their proposal and their experience
  - Following these presentations, **members of the public will be given an opportunity to provide input, opinions, or pose questions** regarding the Town's proposed participation in the program
- The Town Council anticipates acting on any proposed contracts at such time that it deems appropriate
- Further information regarding consideration of the Town of Clifton Affordable Housing Program can be obtained by contacting Town Council Members Bill Hollaway at (703) 815-3269 or Margo Buckley at (703) 802-0847


Clifton's 100<sup>th</sup> - "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

Comments	Thursday, July 4th	Friday, July 5th	Sat./Sun., July 6 <sup>th</sup> & 7th	Comments:
<ul style="list-style-type: none"> <li>* Need publicity people ASAP</li> <li>* Need to meet w/ Jim Fullerton ASAP to get "Lessons Learned" from Clifton Day</li> </ul>	<p><b>6:30am</b>  <b>Sunrise Ecumenical Service</b>  <b>Audubon Web Sanctuary or Clifton Park</b></p> <hr/> <p><b>8:30</b>  <b>Opening Ceremony to Kick-Off Clifton's Cliftennial Celebration, Gazebo in the Park</b></p> <hr/> <p><b>Noon - 9:00 PM</b>  <b>REGISTRATION</b>                      local maps, brochure describing week-end activities, drop-off of family picture for Clifton family tree, purchase of dinner tickets (?); purchase of T-shirts, commemorative memorabilia</p> <p><b>8:30 - 11:00</b>  <b>"I Remember When..." BRUNCHES</b>                      Chairperson, ?                      "Meet, Greet &amp; Reminisce" w/ Clifton Neighbors at Neighborhood Brunches or at Hermitage w/ Mayor Jim &amp; 1<sup>st</sup> Lady</p>	<p><b>AM:</b></p> <ul style="list-style-type: none"> <li>* Time Capsule</li> <li>* Exhibit at Town Hall continues w/ purchase of Clifton paraphernalia</li> </ul> <p><b>4:00 - 8pm</b></p> <p><b>"Taste of Clifton"</b>                      - Local Restaurants, Chili cook-off, historical dishes; involve:                      (VA food inspectors, unless help on private property a la R, King...)</p> <ul style="list-style-type: none"> <li>* Gentleman's Club</li> <li>* Lion's Club</li> <li>* Acacia Lodge</li> </ul>		<ul style="list-style-type: none"> <li>* Sponsors?</li> <li>* NOVEC *CCWC</li> <li>* USPO</li> <li>* VDOT</li> <li>* Hermitage</li> <li>* H&amp;H</li> <li>* CPC</li> <li>* Centreview</li> <li>* Clifton Fire Dept.</li> <li>* Retail Stores</li> <li>* 5k supports</li> <li>* Long &amp; Foster</li> <li>* DAR</li> <li>* NTHP</li> </ul> <p>People: GW &amp; Laura, Geo. Will, N. Reagan, VA Gov.?, D. Cheney, C. Powell, K. Henley, E. McConnell, others??</p>

Clifton's 100<sup>th</sup>- "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

	<p>Noon – 4:00  <b>"Clifton Alive!!"</b>                  Chairperson, Randy Thompson?</p> <p><b>PARADE</b>                  Chairperson, ?</p>  <p>To include: larger scale, marching band, vintage cars, fire engines &amp; horse club, Shriners, Children's Floats, Kena Lodge, Gay '90's float</p> <p><b>* Carnival/Picnic-Community Gathering</b></p> <p>* Photography exhibit at Town Hall-K. Arnold to coordinate w/ Rucks??</p> <p>* Venues of <b>games</b> for kids, not-for-profit booths, contests, rides, Audubon interactive booth</p> <p>* <b>Bazaar</b> w/ Clifton crafters, only or a la Clifton Day???</p> <p><b>* Dunk Tanks,</b></p> <p>* <b>Food Stands</b>-Cotton Candy Popcorn, Refreshment table,</p> <p><b>* Ice Cream Social</b></p> <p>* Egg Throwing contest,</p> <p><b>* Pie Eating Contest</b></p> <p>* Old Timey photographer, D. Nickum to</p>	<p>1:00 – 6:00PM</p> <p>* <b>Party in the Park w/ Local Dignitaries,</b>                  Chairperson, ?</p> <p>* <b>"Taste of Clifton"-*</b>  <b>Food Cook-Off,</b>                  Richard King?, chair?</p> <p><b>* Time Capsule</b></p> <p>* <b>Recognition of Clifton Citizens</b></p>		
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Clifton's 100<sup>th</sup> - "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01) <sup>3</sup>

July 4th Weekend - 2002

	<p>coordinate/research  <b>*Roving musicians?;</b>  <b>Barber shop quartet,</b>  <b>* Civil War Re-enactment</b>  <b>* * Clifton Walking Tour</b>  <b>Chairperson, Randy</b>  <b>Thompson?</b>  <b>w/ Chris Booth??</b>  <b>-local home owners</b>  <b>available to describe history</b>  <b>of house Walking Tours w/</b>  <b>local homeowners explaining</b>  <b>history &amp; lore</b>  <b>*Dignitaries &amp; honoring</b>  <b>people that have been</b>  <b>prominent in Clifton's</b>  <b>history—(Nan Netherton &amp;</b>  <b>book signing?)</b>  <b>Park, Barn &amp; Town Hall</b></p> <hr/> <p>end by 4pm to allow time to  attend local fireworks</p>			
		<p><b>"Cliftennial Concert"</b>  <b>Helen Buller, Chair</b>  <b>Barn</b>  <b>Gospel Choir/Barbar shop</b>  <b>Quartet</b></p>		



Clifton's 100<sup>th</sup>- "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

AGENDA - For 8/16/01:

I. Welcome/icebreaker/Overview/Review of last mtg./Objectives

A. The Weekend: "Celebrate, honor & participate in a once-in-a-lifetime Clifton Anniversary Event"

B. Tonight: Brainstorm Activities, possible date change, choose chairpeople & other Ideas

C. Possibly Jim Fulerton w/ "Lessons Learned" from Clifton Day

II. Review of Agenda/Activities

A. sign-ups

B. Outline of ideas & costs-by Labor Day

III. Review & Adjourn & i.d. next mtg. date (by 9:15pm)

Clifton Trivia Questions:

1. What is the date of Clifton's incorporation?

2. Who built the park Gazebo & when?

3. What was the name of Clifton before it was called Clifton?

4. In what year did "Clifton Day" become a reality?

5. How many people were residents of Clifton at the date of its incorporation?

6. When was the CBA formed?

7. What was "Ivakota"?

8. Name 3 Clifton mayors:

9. Where could you buy everything "from a pin to a plow"?

10. In what year did the last class graduation from Clifton HS occur?

BONUS: How many trains run through Clifton each day?

# Clifton's 100<sup>th</sup>- "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

## Summary of 8/16/01 Meeting:

\* Question was raised as to the Name of the celebration – does "Cliftennial" really work? Too "catchy/cutsey?" – will discuss further on 9/11/01; Maybe "Clifton's 100<sup>th</sup>" is sufficient??

\* Jim Fullerton reviewed "Lessons Learned" from Clifton Day & reminded us that volunteers are the biggest challenge; Special need areas include (& that require Chairpersons..); Parking, (use Clifton elementary, flood plain—get the Firemen to help), T-shirt/logo design – Phoebe Peterson?, (Eastland Printing – Fairfax – near ice rink for inexpensive t-shirts), Set-up/Clean-up – check w/ Wayne Nickum? for tent pitching; Lynn & Nick Heckett? for Publicity; (signage/radio), Porta-potties, Children's Entertainment & music – Randy Thompson & Pam Crowley?, Traffic issues—close down streets?

\* Insurance issues – see R. dygve – possibly covered under annual CBA insurance

\* It was agreed that the celebration will be a "beefed up" 4<sup>th</sup> of July celebration targeted to the general public as well as to the Clifton residents

## Next Steps:

1. I.D. non-profits to support this event: i.e., Acacia Lodge, churches. List of sponsors on p.1
2. I.D. committee chairpeople
3. Ensure Town of Clifton involvement

Next meeting: 9/11/01 – 7:30pm – Acacia Lodge

## (draft) Agenda

- I. Review info. to date
- II. Discussion of event name
- III. Committee Work & preliminary budgets---
- IV. Miscellaneous
- V. Adjourn & i.d. next mtg. date

**\*\*\*\*\***

**NOTICE TO TOWN OF  
CLIFTON RESIDENTS**

**\*\*\***

**PUBLIC INFORMATION  
MEETING**

**Tuesday,  
September 4, 2001  
7:30P.M.**

**Clifton Community Hall**

**\*\*\***

**Consideration of Town of Clifton Affordable  
Housing Program**

**Town of Clifton  
Town Council Public Information Bulletin**

**Consideration of Town of Clifton Affordable Housing Program**

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- HUD offers Participants a 10-15% discount on the purchase of foreclosure properties
- Participants purchase and refurbish properties, and then resell them to qualified end buyers
- Participants may retain any residual funds (*i.e.*, profits) remaining following purchase, refurbishment and resale
- The Town of Clifton (“Town”) is considering participation in the program
- The Town would participate through the services of an agent under contract to the Town
- The agent would act on behalf of the Town to purchase, refurbish and resell properties in the HUD program
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- Two entities have approached the Town and proposed to act as the Town’s agent
- The two entities are Nationwide Affordable Housing, LLC and Welcome Homes Affordable Housing, Inc. ([www.welcomehomes.net](http://www.welcomehomes.net))
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- The Town has entered into discussions with both entities concerning the terms and conditions of an agreement with the Town
- Key issues for the Town are ensuring benefits to the Town and minimizing risk to the Town
- The Town would be guaranteed a return on every property purchased and resold, and would not be responsible for any losses incurred
- The Town stands to obtain a considerable amount of revenue from participation in the program, although no amount of revenue is assured
- The Town would be indemnified by the agent against any liability arising out of the Town's participation in the program
- The terms and conditions of proposed agreements with the entities are currently subject to confidentiality restrictions, but would be made public upon execution
- **The Town will hold a Public Meeting on the Affordable Housing Program beginning at 7:30 p.m. on Tuesday, September 4, 2001 in the Town of Clifton Community Hall**
  - The Town Affordable Housing Program Committee will give a presentation on the background and facts of the program
  - Entities proposing to act as the Town's agent that have provided a proposed contract to the Town by August 20, 2001 will also be invited to present a presentation regarding their proposal and their experience
  - Following these presentations, **members of the public will be given an opportunity to provide input, opinions, or pose questions** regarding the Town's proposed participation in the program
- The Town Council anticipates acting on any proposed contracts at such time that it deems appropriate
- Further information regarding consideration of the Town of Clifton Affordable Housing Program can be obtained by contacting Town Council Members Bill Hollaway at (703) 815-3269 or Margo Buckley at (703) 802-0847

Clifton Betterment Association  
P.O. Box 94  
Clifton, VA 20124

September 17, 2001

Jim Chesley, Mayor  
Members of the Clifton Town Council  
P.O. Box 309  
Clifton, VA 20124

Dear Mayor Chesley and Members of the Town Council:


At its September 6 meeting, I was elected by members of the CBA to serve as President of the Association. I am writing to introduce myself and to express my strong desire to work closely with the Town of Clifton on all matters of mutual interest and concern to the CBA.

As a 15 year resident of the Clifton area, and a recent new resident of the Town of Clifton, I am looking forward to doing all that I can to keep our community active and to help maintain the wonderful quality of life that we all currently enjoy.

I know that all of the newly elected CBA officers: Tom McNamara, Vice President; Michelle Stein, Secretary; and Rick Dygve, Treasurer, join with me in this common goal.

Again, I look forward to working with you and hope you will call upon me if I can be of assistance in any way.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith Abbott". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Keith Abbott, President  
Clifton Betterment Association

PETERSON

7150 MAIN STREET

CLIFTON, VA 20124.

H) 703. 830. 6769

Tom (cell) 703. 216. 6610

Julie (cell) 703. 477. 1022

### Paving Layout

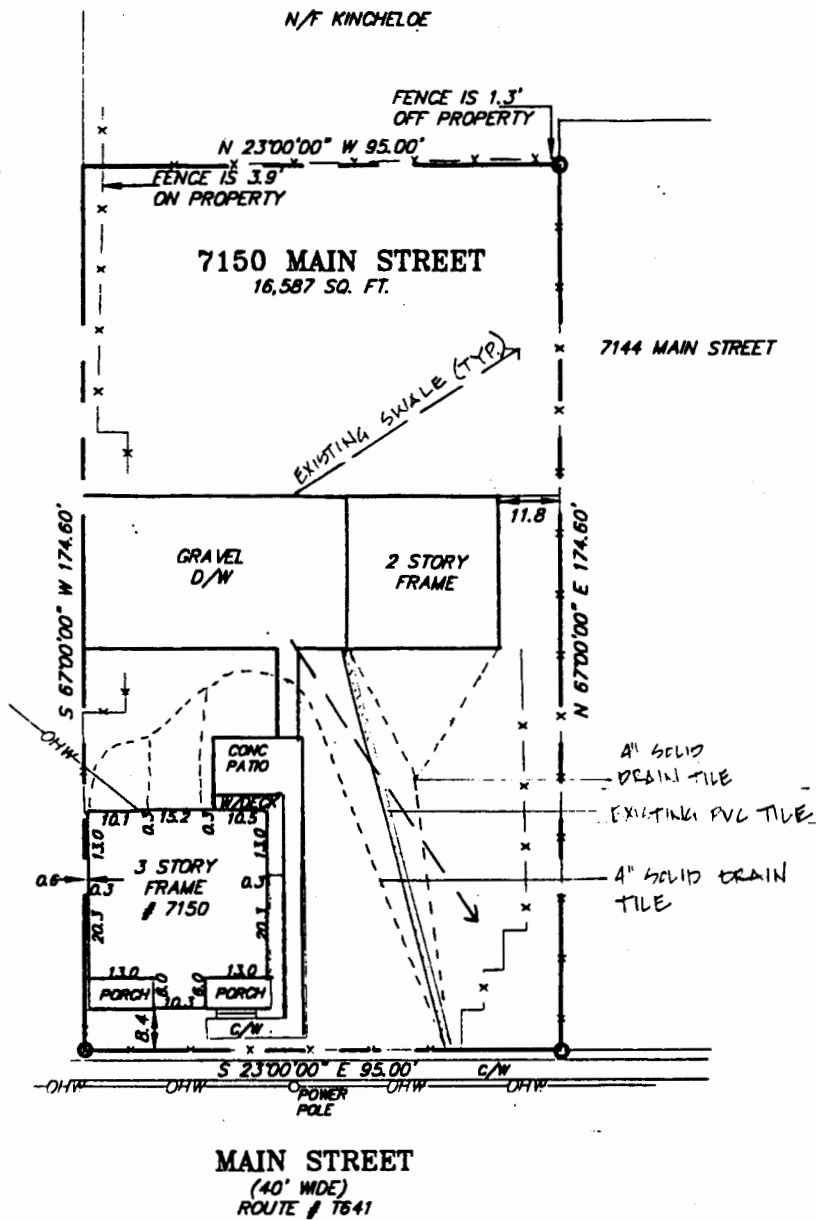
Existing concrete patio	$12 \times 16 = 192$	sq
driveway	$52 \times 30 = 1560$	
patio	$34 \times 17 = 578$	
	$25 \times 14 = 350$	
	<hr/>	
	2480	sq

Existing patio - concrete slabs - 192 sq

# DRAINAGE LAYOUT



CHAPEL STREET  
(30' WIDE)



**BUILDING LOCATION SURVEY**  
**7150 MAIN STREET**  
 DEED BOOK 3596 PAGE 536  
 TOWN OF CLIFTON  
 SPRINGFIELD DISTRICT  
 FAIRFAX COUNTY, VIRGINIA  
 DATE: MARCH 22, 2001  
 SCALE: 1" = 30'

**LEGEND**

- A/W = AREA WAY
- CHIM. = CHIMNEY
- B/W = BAY OR BOX WINDOW
- O.H. = OVERHANG
- C/S = CONCRETE STOOP
- = IRON PIPE FOUND
- M/S = METAL STOOP
- W/S = WOOD STOOP
- C/L = CONCRETE LANDING
- C/C/S = COVERED CONCRETE STOOP



**NOTES:**

THIS IS NOT A BOUNDARY SURVEY. CORNER MONUMENTATION THAT MEETS THE STANDARDS FOR A BOUNDARY SURVEY IS NOT INCLUDED WITH A HOUSE LOCATION SURVEY.

IF CORNER MONUMENTATION IS DESIRED THEN A BOUNDARY SURVEY MUST BE REQUESTED BY THE OWNER FOR AN ADDITIONAL FEE.

LOCATION OF DRIVEWAYS AND FENCES ARE APPROXIMATE. THIS SURVEY DOES NOT DETERMINE THE OWNERSHIP OF FENCES. THIS PLAT IS NOT TO BE USED FOR CONSTRUCTION OF FENCES.

THIS SURVEY WAS ESTABLISHED BY TRANSIT AND TAPE AND UNLESS OTHERWISE SHOWN THERE ARE NO ENCROACHMENTS. NO TITLE REPORT WAS FURNISHED.

**SAM WHITSON, L.S./LAND SURVEYING**  
 4302 EVERGREEN LANE SUITE 202  
 ANNANDALE, VIRGINIA 22003  
 (703)-658-4070 FAX: (703)-658-4072

**OWNER: HRICKO**  
**BUYER: GUY AND PETERSON**

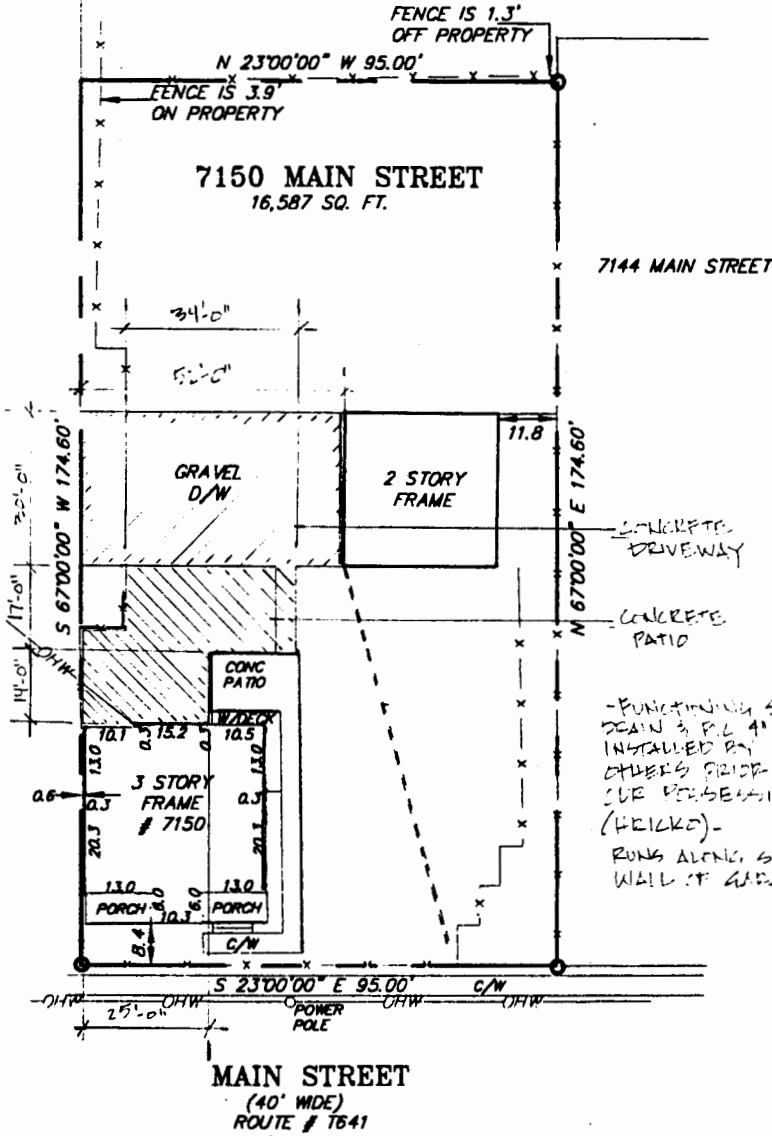
W.O. #01-762

CLIENT # C01-12486



N/F KINCHELOE

CHAPEL STREET  
(30' WIDE)



7144 MAIN STREET

7150 MAIN STREET  
16,587 SQ. FT.

GRAVEL D/W

2 STORY FRAME

CONC PATIO

3 STORY FRAME # 7150

PORCH

MAIN STREET  
(40' WIDE)  
ROUTE # 1641

CONCRETE DRIVEWAY

CONCRETE PATIO

-FUNCTIONING SILT DRAIN 4" P.C. 4" PIPE INSTALLED BY OTHERS PRIOR TO OUR POSSESSION (HRICKO) - RUNS ALONG SOUTHERN WALL OF GARAGE

**BUILDING LOCATION SURVEY**  
**7150 MAIN STREET**  
 DEED BOOK 3596 PAGE 536  
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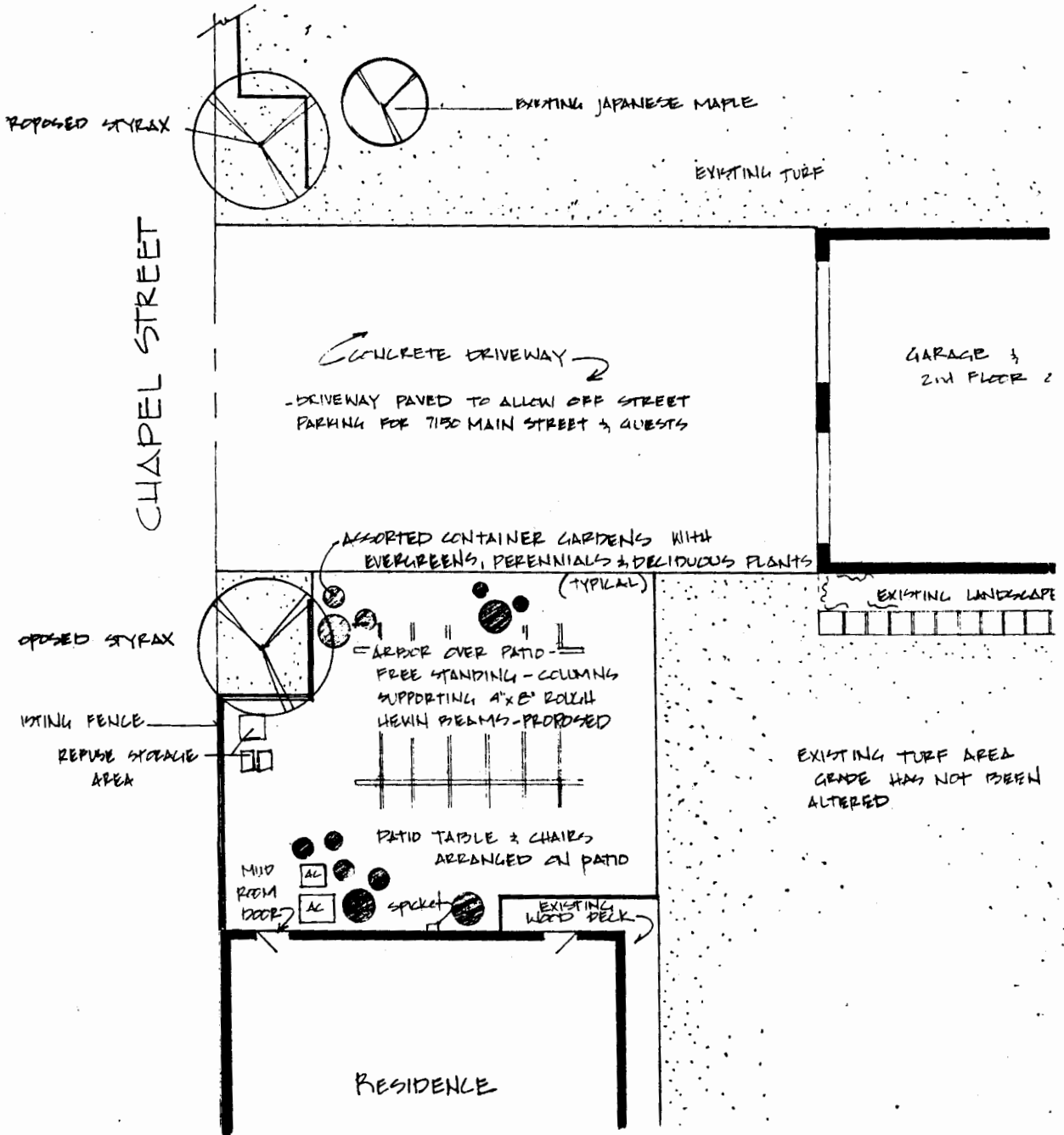
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 4302 EVERGREEN LANE SUITE 202  
 ANNANDALE, VIRGINIA 22003  
 (703)-658-4070 FAX: (703)-658-4072

**OWNER: HRICKO**  
**BUYER: GUY AND PETERSON**  
 W.O. #01-762 CLIENT # C01-12466





Please print the article below in your newsletter. If you have any questions, call me at (703)-277-3540. Thanks. - Bob Dively, Assistant Attorney General for No. Va.

## **New Telemarketing Rules**

by  
Bob Dively  
Assistant Attorney General  
for Northern Virginia

Telemarketers can interrupt your life, they can become unrelenting pests, and they can defraud you. As consumer counsel for the citizens of Virginia, Attorney General Randy Beales understands how frustrating and predatory many telemarketers can be, and our office wants you to know your rights.

**There is good news. New rules are in effect to combat telemarketing fraud. The rules empower individuals to prevent telemarketing calls and telemarketing fraud.**

1. It is illegal for a telemarketer to call you if you have asked not to be called.
2. Calling times are restricted to hours between 8:00 a.m. and 9:00 p.m.
3. Telemarketers must tell you it is a sales call, the name of the seller, and what they are selling, before they make their pitch. If it is a prize promotion, they must tell you that no purchase or payment is necessary to enter or win.
4. It is illegal for telemarketers to misrepresent any information - any facts about their goods or services, earnings potential, profitability, risk, liquidity of an investment, or the nature of a prize in a prize-promotion scheme.
5. Before you pay, telemarketers must tell you the total cost of the goods and any restrictions on getting or using them, and whether a sale is final or non-refundable. In a prize promotion, they must tell you the odds of winning, that no purchase or payment is necessary to win, and any restrictions or conditions on receiving the prize.
6. It is illegal for a telemarketer to withdraw money from your checking account without your express, verifiable authorization.
7. Telemarketers cannot lie to get you to pay, no matter what method of payment you use.
8. You do not have to pay for credit repair, or advance-fee loan/credit services, until these services have been delivered.
9. It is illegal to help deceptive telemarketers if you know, or deliberately avoid knowing, that they are breaking the law.
10. Your state law enforcement officers can now prosecute fraudulent telemarketers who operate across state lines.
11. If you want to reduce the number of telemarketing calls you receive from national companies, put your request in writing, and mail it to: Telephone Preference Service, Direct Marketing Association, P.O. Box 9014, Farmingdale, NY 11735-9014.
12. Effective July 1st in Virginia, telemarketers are prohibited from blocking your caller ID. Report violations to your local or the state Office of Consumer Affairs.

If you have any questions or problems, please feel free to contact our office at (703)-277-3540, or 10333-B Democracy Lane, Fairfax, VA 22030, or [ag-nova@erols.com](mailto:ag-nova@erols.com).

✓ Approved  
9/4/01

APPLICATION FOR USE PERMIT--TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business

Date Submitted to Town Clerk \_\_\_\_\_

Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant: CLIFTON BETTERMENT ASSOCIATION

Name of Business (if Business Application): Helen Buller, President

Owner(s) of premises or business: Clifton Betterment Association

Address of premises or business: P.O. Box 229 Clifton, VA 20124

Tax map number: \_\_\_\_\_ Zoning district:  Res  Comm  Other Industrial

Describe purpose of application: TO Get Approval for Interior Structural Permit for Trusses from The County.

If business or home business, days & hours of operation: \_\_\_\_\_

If business or home business, number of employees: \_\_\_\_\_ and square footage: \_\_\_\_\_

If business or home business, number of off-street parking spaces required: \_\_\_\_\_

If business or home business, describe operation: \_\_\_\_\_

If business, attach building layout. Otherwise, attach copy of plat of premises.

For home business only, gross sq. footage of dwelling: \_\_\_\_\_

Fee Enclosed \_\_\_\_\_ (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

Helen Buller, President CBA  
(Signature of applicant/agent)

Helen Buller  
(Signature of landlord/lessor)

Box 229  
(Mailing address/Zip)

Clifton, VA 20124

703-830-3392  
(Telephone)

TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

4-Sep-01

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$4,241
Money Market Savings Account:	\$40,546
Funds Booked for Brigadoon to be turned over to CBA:	\$1,147
Planning Commission Escrow: Overson	<u>\$5,681</u>
TOTAL CASH BALANCE:	<u><u>\$51,615</u></u>

Treasurer's Report prepared by:

Marilyn Barton  
Treasurer

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W E L C O M E H O M E S

Affordable Housing



Assisting Housing  
Providers participating  
in the HUD Homes  
Program and  
Helping Communities  
Bloom



# INTRODUCTION

## Welcome Homes

## Affordable Housing

### Overview

- Step One— Acquisition and Financing
- Step Two— Renovation, Inspections and Warranties
- Step Three— Finding the Right Buyer

## WELCOME HOMES AFFORDABLE HOUSING, INC.

Welcome Homes is a housing program management company, helping housing providers all over the state of Virginia implement and manage their housing programs and participate in the HUD Homes Program. We work closely with Top Notch Renovators, and Virginia's largest Real Estate Company, Long and Foster, to secure successful HUD bids and re-sales. Wes Foster's Team has assembled a group of sales associates with many years of HUD experience that are committed to helping provide Housing Assistance to low to moderate income buyers. Ted Lloyd, President of Welcome Homes, is a native of Northern Virginia and a resident of Clifton. He holds a Bachelor of Science degree from James Madison University and after starting several successful companies and many years in Mortgage Lending, he started Welcome Homes Affordable Housing, Inc. In addition, he owns Bullpen Investment Group, Inc., a company that finances builders and other commercial ventures. Since becoming incorporated, Welcome Homes has managed the purchase, funding, renovation and resale of 58 homes, representing 6.5 million dollars, working primarily with two non-profit housing groups. Those homes have been in the Virginia markets of Northern Virginia, Fredericksburg, Richmond, and the Norfolk area. While our service providers live in the markets we serve, Welcome Homes is staffed by two Regional Project Managers who both live in Clifton, as well as the Escrow Management and Accounting Services provided by Anthony Reid, CPA in Clifton. Every step of the transaction, including HUD compliance record keeping, escrow management and accounting, is reported on a monthly basis to the housing provider. The average days on the market, from the HUD purchase to the resale closing, takes an average of 68 days. That's good news for you and for the funding investors. Welcome Homes is able to keep the days on the market to a minimum by choosing the right properties, doing thorough repair write-ups, and pricing the homes competitively for re-sale. Add to that down payment and closing assistance for the homebuyer, and you have a Housing Affordability Program that is designed to break down some of the major barriers to homeownership.

## WELCOME HOMES GOALS FOR 2002

Welcome Homes Affordable Housing will manage approximately 150 home acquisitions next year, for at least 3 to 4 non-profit housing programs. We will buy those homes in Northern Virginia, Fredericksburg, Richmond, and the Norfolk area. We will resell to owner occupants making less than 115% of the median income for their respective markets. The majority of our purchasers will be first time homebuyers, many of them single parent households. These housing programs will be the difference between whether they remain renters for another year, or become homeowners.



# FORECLOSURES ON RISE

**Welcome Homes**

**Affordable Housing**

**Overview**

- Step One– Acquisition and Financing
- Step Two– Renovation, Inspections and Warranties
- Step Three– Finding the Right Buyer

\*\*All data are seasonally adjusted.

Source: National Delinquency Survey, Mortgage Bankers Association



**Table 18. Mortgage Delinquencies and Foreclosures Started: 1986-Present \***

Period	Delinquency								Foreclosures Started			
	Total Past Due				90 Days Past Due							
	All	Conv.	FHA	VA	All	Conv.	FHA	VA	All	Conv.	FHA	VA
<b>Annual Averages</b>												
<b>1986</b>	5.56	3.80	7.16	6.58	1.01	0.67	1.29	1.24	0.26	0.19	0.32	0.30
<b>1987</b>	4.97	3.15	6.56	6.21	0.93	0.61	1.19	1.17	0.26	0.18	0.34	0.32
<b>1988</b>	4.79	2.94	6.56	6.22	0.85	0.54	1.14	1.14	0.27	0.17	0.37	0.32
<b>1989</b>	4.81	3.03	6.74	6.45	0.79	0.50	1.09	1.09	0.29	0.18	0.41	0.37
<b>1990</b>	4.66	2.99	6.68	6.35	0.71	0.39	1.10	1.04	0.31	0.21	0.43	0.40
<b>1991</b>	5.03	3.26	7.31	6.77	0.80	0.46	1.25	1.11	0.34	0.27	0.43	0.42
<b>1992</b>	4.57	2.95	7.57	6.46	0.81	0.47	1.35	1.15	0.33	0.26	0.45	0.40
<b>1993</b>	4.22	2.66	7.14	6.30	0.77	0.45	1.40	1.16	0.32	0.24	0.48	0.42
<b>1994</b>	4.10	2.60	7.26	6.26	0.76	0.45	1.44	1.19	0.33	0.23	0.56	0.48
<b>1995</b>	4.24	2.77	7.55	6.44	0.74	0.43	1.46	1.17	0.33	0.23	0.53	0.50
<b>1996</b>	4.33	2.78	8.05	6.75	0.63	0.32	1.40	1.10	0.34	0.25	0.58	0.46
<b>1997</b>	4.31	2.82	8.13	6.94	0.58	0.32	1.22	1.15	0.36	0.26	0.62	0.51
<b>1998</b>	3.05	1.96	6.40	5.08	0.44	0.22	1.12	0.93	0.24	0.17	0.45	0.33
<b>1999</b>	3.97	2.53	8.58	6.80	0.57	0.27	1.50	1.24	0.30	0.22	0.59	0.44
<b>2000</b>	4.03	2.54	9.12	6.83	0.57	0.25	1.61	1.22	0.29	0.22	0.56	0.39
<b>Quarterly Data (Seasonally Adjusted)</b>												
<b>2000</b>												
<b>1st Quarter</b>	3.72	2.34	8.26	6.37	0.54	0.25	1.47	1.17	0.30	0.22	0.58	0.41
<b>2nd Quarter</b>	3.82	2.42	8.73	6.67	0.54	0.24	1.57	1.24	0.26	0.18	0.55	0.40
<b>3rd Quarter</b>	4.04	2.55	9.04	6.80	0.56	0.23	1.56	1.18	0.31	0.25	0.56	0.37
<b>4th Quarter</b>	4.54	2.85	10.46	7.48	0.62	0.27	1.85	1.30	0.29	0.22	0.55	0.37
<b>2001</b>												
<b>1st Quarter</b>	4.37	2.77	9.99	7.23	0.65	0.28	1.94	1.36	0.31	0.24	0.59	0.37

# ACQUISITION AND FINANCING

## Welcome Homes

### Affordable Housing, Inc.

#### Overview

- Step One– Acquisition and Financing
- Step Two– Renovation, Inspections and Warranties
- Step Three– Finding the Right Buyer

## RESEARCH IS THE KEY

Pulling from the resources of Real Estate Experts, Contractors and Cost Estimators, Welcome Homes thoroughly researches each and every home bought to ensure that the purchase price, renovations and re-sale are in line with the objectives of the Housing Programs we manage. The initial re-sale market analysis is done by a team of real estate professionals who are very knowledgeable about the program and are experts in their respective markets. Their goal is to locate the highest possible price the home will sell for in the shortest amount of time with the necessary improvements made to the property.



Careful inspection is key when making purchase decisions.

The Contractors and Cost Estimators are another essential key when researching a potential purchase. Hidden defects and costly repairs can impact the overall profitability of the program and our goal is to keep these homes priced as affordably as possible, while not leaving the purchaser with a home in need of additional repairs.

Welcome Homes Investors typically personally inspect these homes before they are funded to ensure that their investment is secure. By the time a home closes with Welcome Homes, it has been physically inspected by a minimum of 5 people, a cost analysis has been completed for repairs, and a market analysis has been prepared for re-sale.

---

## ACQUISITION AND RENOVATION FUNDING

Welcome Homes draws from a pool of Investors to use private, short term financing to provide funding of both the purchase and renovation for the Housing Programs we manage. Our investors are committed to Affordable Housing Programs that provide quality, renovated housing at fair prices with down payment assistance programs that remove many of the barriers to homeownership.



# RENOVATIONS

## Welcome Homes

### Affordable Housing

#### Overview

- Step One— Acquisition and Financing
- Step Two— Renovation, Inspections and Warranties
- Step Three— Finding the Right Buyer

## GIVING A HOME A SECOND CHANCE

Once we have acquired the property, the renovation process begins. Contractors and specialists go to work bringing the property back to its original condition and taking away years of abuse and neglect. From HUD's perspective, this is the key element of these affordable housing programs. Foreclosed properties are more likely to become "repeat offenders", being foreclosed on again and again, because the properties are never brought up to the condition needed to make them affordable to live in. A new homeowner does not have the funds to make extensive repairs and pay high utility bills on outdated systems or homes that are not energy efficient. Welcome Homes has an extensive resource of contractors in every market and we work with them on a daily basis to oversee the start-up, renovation and final punch list of every property we have in inventory.



Before and After



## INSPECTIONS AND WARRANTIES

Welcome Homes inspects the systems and make repairs as needed when renovating its homes. In addition, we give the purchaser every opportunity to inspect and we make all of our homes FHA compliant for government financing. When possible, we offer a homebuyer warranty which covers the major systems in the house for one full year. Welcome Homes and its contractors stand behind their work and have never hesitated to do the right thing if we have a repair after closing. That's the spirit of the affordable housing programs we manage.

# FINDING THE RIGHT BUYER

## Welcome Homes

### Affordable Housing

#### Overview

- Step One– Acquisition and Financing
- Step Two– Renovation, Inspections and Warranties
- Step Three– Finding the Right Buyer

## BUILDING WEALTH

Welcome Homes supports the Affordable Housing Initiatives of Housing Providers seeking to help the low to moderate income wage earner become a homeowner. Most of our buyers are first-time homebuyers, single parents earning less than 115% of the median income. Our purchasers represent a wide variety of ethnic backgrounds, and many have been paying as much in rent as their new house payment will be. We train them on the advantages of homeownership and help them to understand that their new home will be their primary wealth building tool. Homebuyers learn about credit issues, repairs and maintenance, and what to do if they ever have a financial hardship and can't make their payments.

Buyers close on their new home with a new hope and understanding of the wealth building process.



A Place for Families to Call Home



## DOWN PAYMENT ASSISTANCE

One of the biggest barriers to homeownership today is the money needed for a downpayment and closing costs when purchasing a home. Welcome Homes assists homebuyers by managing a down payment assistance program that allows the Housing Provider to gift down payment and closing costs to the buyer. This is all done with traditional FHA or Conventional Financing and eliminates some of the predatory lending practices buyers have turned to for assistance in the past.

With Welcome Homes at their side, buyers easily navigate the lending waters.



# CONCLUSIONS AND COMPLIANCE

## Welcome Homes

### Affordable Housing

#### Overview

- Step One– Acquisition and Financing
- Step Two– Renovation, Inspections and Warranties
- Step Three– Finding the Right Buyer

## CONCLUSIONS

There's no getting around it, foreclosures are up. Low Interest rates have opened the door for predatory lenders to come in and design purchase transactions that are doomed to fail. Too many unknowing purchasers finance undesirable loans with high interest rates and no equity. And then they turn around and give them a home equity loan for 125% of the house value. When they run into trouble there is little choice except foreclosure. On the flip side, we have purchasers, who are willing to go that route and are virtually shut out of the market because they won't take a high interest rate loan, or close on a transaction that originates a second mortgage right there at the settlement table. Every locality needs to have a housing program that addresses these needs. Foreclosed homes need to be brought back and given a second chance.



A Place for Families to Call Home

Potential buyers need to be educated and moved in the direction of homeownership. Welcome Homes has the resources available to

start a housing program, or to pick up and run with one already in place. We have investor resources of 4-5 million dollars ready to go, and contractors, lenders and sales associates able to get the job done. If you need to put together a housing program, but haven't the time or the resources to pull it together, Welcome Homes may be the answer.

We are seeking dedicated Housing Programs with a commitment to help low and moderate income Americans become homeowners.

For more information on Welcome Homes' Program, and what properties are currently available, visit us on the Internet at [www.welcomehomes.net](http://www.welcomehomes.net)

## COMPLIANCE

When working with HUD, navigating the waters of compliance can be difficult and sometimes frustrating. Welcome Homes keeps detailed records on every property, itemized renovation costs, and extensive records regarding the qualifications of the purchaser. We report monthly to our Housing Providers and provide them with any records necessary to meet reporting requirements.

# RECOMMENDATIONS

## Welcome Homes

### Affordable Housing

#### Overview

- Step One-- Acquisition and Financing
- Step Two-- Renovation, Inspections and Warranties
- Step Three-- Finding the Right Buyer

## LETTERS OF SUPPORT

Peggy Hamons  
12924 Fitzhugh Dr.  
Newport News, VA 23602

August 30, 2001

Virginia Housing Coalition  
C/o Lori Brice  
720 J. Clyde Morris Blvd.  
Newport News, VA 23601

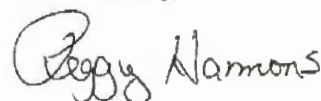
Dear Virginia Housing Coalition,

I wanted to take the time today to personally thank you for the gift of \$7,500 that you provided to take care of the closing costs and down payment on the house I just bought through my agent, Sylvia Berry at William E. Wood and Lori Brice at Long & Foster.

I thought that you might like to know that your very generous gift made it possible for me to purchase the home which I had fallen in love with as soon as I walked in the door. I had recently moved back to Newport News after being gone for 22 years. I was born and raised in Newport News and Hampton. This is home to me and I am trilled to now have a house to settle in.

I would have not been able to afford the house on Fitzhugh Dr. if it were not for the help you provided. I can not express how much I appreciate all that you have done to make my dream a reality. Above the gift of money, you also graciously allowed the refrigerator that had been delivered to the house by mistake to stay. A "thank you" seems very small, but I want you to know that it comes from the bottom of my heart.

Sincerely,





# RECOMMENDATIONS

## Welcome Homes

### Affordable Housing

#### Overview

- Step One– Acquisition and Financing
- Step Two– Renovation, Inspections and Warranties
- Step Three– Finding the Right Buyer

## LETTERS OF SUPPORT



### Central Virginia Housing Coalition

912 Lafayette Boulevard  
Fredericksburg, Virginia 22401

Telephone: (540) 899-9644  
Fax (540) 899-6055

#### Letter of Recommendation

This letter will certify that the Central Virginia Housing Coalition has been working with Welcome Homes Affordable Housing and Mr. Ted Lloyd for almost a year. During this time we have purchased, rehabed, and re-sold numerous HUD foreclosed properties, all under the direction of Mr. Lloyd.

This organization has found Mr. Lloyd and his associates to be honest caring business people with the highest ethical standards. All associated with Mr. Lloyd are genuinely interested in helping low to moderate income families achieve homeownership.

Through his initiative and hard work he has provided homeownership for many Virginia residents that otherwise would not be able to afford a home of their own.

The Central Virginia Housing Coalition is grateful to Mr. Lloyd and commends his efforts for those less fortunate and enthusiastically recommends the Welcome Home Affordable Housing program under Mr. Lloyd's supervision.

Sincerely,

A handwritten signature in black ink that reads "Gary W. Parker". The signature is written in a cursive style with a long horizontal flourish at the end.

Gary W. Parker  
Executive Director

# RECOMMENDATIONS

## Welcome Homes

### Affordable Housing

#### Overview

- Step One– Acquisition and Financing
- Step Two– Renovation, Inspections and Warranties
- Step Three– Finding the Right Buyer

## LETTERS OF SUPPORT



### Interfaith Housing Corporation

Creating Healthy Neighborhoods

August 31, 2001

To the Town of Clifton, Virginia:

RE: Ted Lloyd and affordable housing programs

Since April, 2001, Interfaith Housing Corporation (IHC) has contracted with Welcome Homes Affordable Housing, Inc. (WHAH), to acquire, renovate and sell to qualified low and moderate income families foreclosed properties in HUD's inventory. Since that date under this contract with WHAH, IHC has successfully acquired 21 homes, of which 16 have been placed under contract and 14 have closed on the out-sale. Of the remaining 5 properties acquired, only one is 30 days or more in our possession.

The program meets all HUD requirements including Housing Quality Standards and income limits for purchasers. WHH has performed all aspects of the contract fully to expectation.

Thank you for your attention.

Sincerely,

F. E. (Pat) Patterson  
Executive Director

**Advisory Board**  
Delegale Panny Rhodes  
Jeddy Galtwald  
Ethyl Corporation  
Wallace Stettinius

**Board of Directors**  
John Cuccia  
Chair  
Gene DiSalvo  
Vice-Chair  
James Wilson  
Treasurer  
Riker Porcell  
Secretary  
Wille Andrews  
Rev. Florence Canada  
Karl Catley  
John Douglass  
Dougal Hewitt  
Doris Hite  
Brian Jefferson  
Mike Katz  
Edward (Ned) Moore  
Beth Paul  
Mike Schewel  
Harold Straus  
John Taylor  
Pegina Watson Fields  
Greg Youngs



## The Benefits of Buffers

Despite new and innovative water quality improvement strategies, riparian buffers continue to be one of the most reliable mechanisms for removing pollutants from runoff. Referred to as "the last line of defense," buffers adjacent to local waterways provide backup for upslope BMPs. They also help to prevent land uses from encroaching into sensitive areas. Riparian buffers:

- Control streambank erosion and flooding
- Promote infiltration and groundwater recharge
- Provide food and cover for fish and other aquatic life
- Provide shade and decrease water temperatures
- Provide habitat for wildlife
- Provide recreational opportunities
- Reduce sediment up to 97 percent
- Reduce nitrogen up to 80 percent
- Reduce phosphorus up to 77 percent



## The Chesapeake Bay Local Assistance Department

**T**he Chesapeake Bay Local Assistance Department (CBLAD) assists localities with all aspects of administering their local Bay Act Programs. Services range from reviewing programs and site plans and providing training to administering grant funds. The Department has provided millions of dollars in grant funding to localities to support local Bay Act Programs. The Department also performs Local Implementation Reviews to provide additional feedback to localities on the implementation of their programs.

The mission of the Chesapeake Bay Local Assistance Department is to protect the public interest in the Chesapeake Bay and other state waters from pollution impacts associated with the use and development of land. This will be accomplished in a manner that balances the objectives of water quality protection and economic development, promoting sound land use planning and management measures.



### The Chesapeake Bay Local Assistance Department

James Monroe Building  
101 North 14<sup>th</sup> Street, 17<sup>th</sup> Floor  
Richmond, VA 23219  
1-800-CHES-BAY  
(804) 225-3440 • (804) 225-3447 fax  
[www.cblad.state.va.us](http://www.cblad.state.va.us)



Linking Virginians to the Environment  
[www.VaNaturally.com](http://www.VaNaturally.com)

## Virginia's Chesapeake Bay Preservation Act & Local Bay Act Programs



# Working Together to Protect Streams, Rivers, and the Bay



## The Chesapeake Bay Preservation Act

For more than a decade, Virginia's Chesapeake Bay Preservation Act has been protecting water quality in the Chesapeake Bay and its tributaries. Through the implementation of sensible, straightforward, water protection measures, local governments implementing Bay Act Programs have been successful in their efforts to manage sources of pollution across the Chesapeake Bay watershed.

Water is one of the Commonwealth's most precious resources. Abundant, clean water is important for both our health and our economy. In fact, the Bay Act begins with the statement that "Healthy state and local economies and a healthy Chesapeake Bay are integrally related."

The Virginia General Assembly passed the Chesapeake Bay Preservation Act (the Bay Act) in 1988 on the premise that land can be used and developed in ways that minimize impacts on water quality.

The Bay Act and the Chesapeake Bay Preservation Area Designation and Management Regulations, adopted in 1989, establish a cooperative program between state and local governments aimed at reducing nonpoint source pollution (polluted runoff). The program is designed to improve water quality in the Chesapeake Bay and its tributaries, and it promotes the application of sound land use planning and management practices on environmentally sensitive lands.

*"Healthy state and local economies and a healthy Chesapeake Bay are integrally related; balanced economic development and water quality protection are not mutually exclusive."*

—The Virginia Chesapeake Bay Preservation Act



## Water Quality and the Chesapeake Bay

With a watershed encompassing 64,000 square miles, the Chesapeake Bay is North America's largest estuary. Through its tributaries, water from six states — Virginia, West Virginia, Delaware, Maryland, New York, and Pennsylvania and the District of Columbia — drains into the Chesapeake Bay. Fifteen million people and more than 3,000 species of plants and animals call the watershed home. The vast amount of land in the watershed, along with the large number of people, makes wise land use management especially important in protecting the water quality of the bay.

Page Stegner, in her collection of reflections on rivers, explains that "A river, like all natural forces, is not indifferent or unresponsive to humankind." We have learned this lesson well by watching the changes that have taken place in the Chesapeake Bay. Scientists studying the decline of the bay discovered the effects of human influences as early as the 1970s.

Many land use activities affect water quality. Poor land management and development practices lead to increased storm water runoff, which picks up pollutants as it flows to the bay. These pollutants include the following:

- Sediment (caused by the erosion of land), which clouds waterways, prevents light from reaching aquatic plants, and clogs fish gills.
- Nutrients from a variety of sources — including fertilizer applications to lawns and farm fields, animal waste, and septic systems — which can lead to algal blooms in waterways, depleting oxygen and shading beneficial aquatic plants.
- Toxic substances — including metals, pesticides, household chemicals, and deicing materials — which can cause health problems for both aquatic life and people.
- Pathogens from human and animal waste — such as bacteria and viruses — which, like toxic substances, can pose a health risk for aquatic life and people.

Although Virginia and the other bay communities have made great strides in improving water quality in the bay, the future brings even greater challenges.

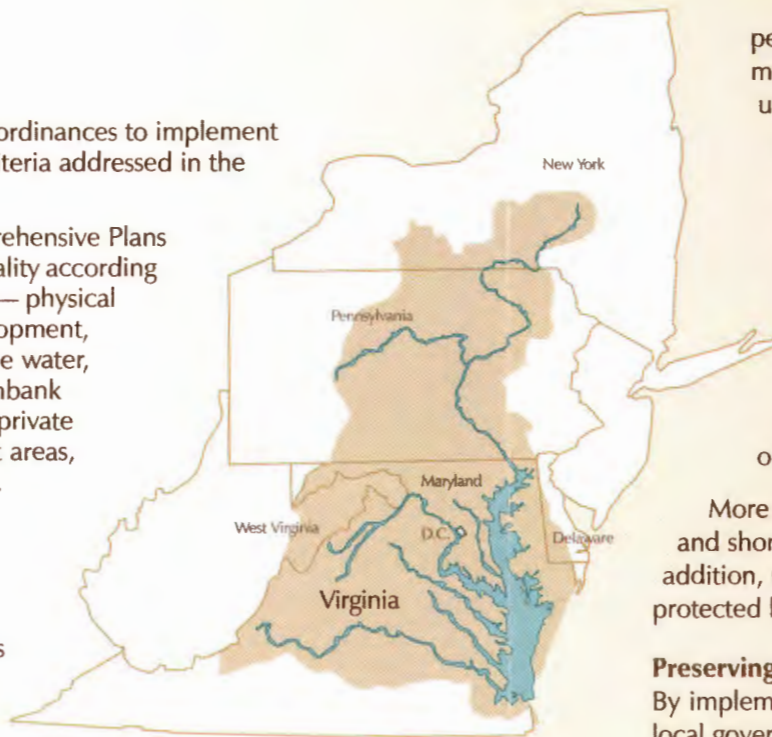
### Local Bay Act Programs

All 84 of the Tidewater localities identified in the Bay Act are implementing local Bay Act Programs. Although Tidewater localities are required to adopt and implement the Act, local governments outside Tidewater may also adopt Bay Act Programs.

Adopting and implementing a local program takes place in several phases, during which localities:

- Map environmentally sensitive lands.

- Develop or amend ordinances to implement the Performance Criteria addressed in the Regulations.
- Amend their Comprehensive Plans to address water quality according to five policy areas — physical constraints to development, protection of potable water, shoreline and streambank erosion, public and private access to waterfront areas, and redevelopment.
- Evaluate their local ordinances and policies to identify and address any conflicts and barriers to protecting water quality.



*"A river, like all natural forces, is not indifferent or unresponsive to humankind . . ."*

— From *Call of the River* by Page Stegner



### A Comprehensive Approach to Water Quality — Protecting Streams, Rivers, and the Bay

By addressing the many types of land use and development in the watershed, local Bay Act Programs are able to provide a comprehensive approach for protecting water quality from the effects of nonpoint source pollution. The result is cleaner water locally and a cleaner bay. Tidewater localities implementing Bay Act Programs have experienced the many water quality advantages they provide.

#### Protecting Wetlands and Other Environmentally Sensitive Lands . . .

Bay Act Programs manage land uses on environmentally sensitive lands, known as Chesapeake Bay Preservation Areas (CBPAs). These lands are classified into two categories, Resource Protection Areas (RPAs) and Resource Management Areas (RMAs).

RPAs include tidal wetlands, nontidal wetlands connected by surface flow and contiguous to tidal wetlands or perennial streams, tidal shores, and 100-foot vegetated buffers adjacent to these features and along both sides of

perennial streams (riparian buffers). Development within RPAs is limited to water-dependent uses and redevelopment.

RMAs include floodplains, highly erodible soils (including steep slopes), highly permeable soils, nontidal wetlands not included in RPAs, and any other lands the locality deems necessary to protect the quality of state waters. Development is permitted within RMAs, but developers must adhere to the Performance Criteria contained in the Regulations and incorporated into local ordinances.

More than 10,000 miles of Virginia's streambanks and shorelines are protected under the Bay Act. In addition, more than 330,000 acres of wetlands are protected by the Act.

#### Preserving Riparian Buffers . . .

By implementing the buffer requirements of the Bay Act, local governments have helped to preserve, and create, an estimated 635,000 acres of riparian buffers. These buffers help to filter pollutants from runoff before they enter streams, rivers, ponds, lakes, and ultimately the Chesapeake Bay. They capture up to 97 percent of the sediment, 80 percent of the nitrogen, and 77 percent of the phosphorus in runoff.

#### Controlling Erosion . . .

By reducing the state erosion and sediment control threshold from 10,000 square feet to 2,500 square feet, Bay Act localities are addressing erosion control on more development sites. This means less sediment in local waterways and the bay.

#### Maintaining Septic Systems . . .

By requiring septic systems to be pumped out at least once every 5 years, Bay Act localities help avoid septic system failures, which can pollute local waterways. As an added precaution, these localities also require a reserve sewage disposal site that can be used in the event of a failure.

#### Managing Storm Water Runoff . . .

By requiring development plans to incorporate Best Management Practices (BMPs) to protect water quality, Bay Act localities control the impacts of urban runoff.

They also require maintenance agreements to ensure that the BMPs used to control pollutant loads continue to function properly.



Stormwater ponds protect water quality by slowing and filtering runoff from developed areas.

#### Improving Development Designs . . .

The Chesapeake Bay Local Assistance Department's "Better Site Design in Virginia" initiative is helping Bay Act localities achieve the Act's three General Performance Criteria — minimizing land disturbance, preserving indigenous vegetation, and minimizing impervious cover. In Tidewater, less clearing and paving is translating into improved local waters and reduced costs for developers.

#### Developing Farm Plans . . .

By preparing Soil and Water Quality Conservation Plans, Soil and Water Conservation Districts (SWCDs) help local farmers reduce the amount of sediment, nutrients, and pesticides entering local waterways.



Conservation practices and buffer preservation on agricultural lands help minimize water quality impacts.

To date, nearly 5,500 conservation plans, covering nearly 270,000 acres of

land, have been approved in Tidewater. Implementation of these conservation plans and their associated BMPs has resulted in the removal of 1.3 million pounds of nitrogen, 90,000 pounds of phosphorus, and 27 million pounds of sediment from local waterways.

#### Managing Timber Harvesting . . .

Local governments in Tidewater coordinate closely with local foresters to ensure that landowners and timber companies implement water quality BMPs. Timbering projects are exempt from the Act only if they implement these BMPs.



In an effort to protect riparian buffers adjacent to streams, timber harvesting is limited to 50 percent of the trees within Streamside Management Zones





Clifton's 100<sup>th</sup> - "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)


July 4th Weekend - 2002

<i>Comments</i>	<i>Thursday, July 4th</i>	<i>Friday, July 5th</i>	<i>Sat./Sun., July 6<sup>th</sup> &amp; 7<sup>th</sup></i>	<i>Comments:</i>
<ul style="list-style-type: none"> <li>* Need publicity people ASAP</li> <li>* Need to meet w/ Jim Fullerton ASAP to get "Lessons Learned" from Clifton Day</li> </ul>	<p style="text-align: center;"><b>6:30am</b>  <b>Sunrise Ecumenical Service</b>  <b>Audubon Web Sanctuary or Clifton Park</b></p> <hr/> <p style="text-align: center;"><b>8:30</b>  <b>Opening Ceremony to Kick-Off Clifton's Cliftennial Celebration,</b>  <b>Gazebo in the Park</b></p> <hr/> <p style="text-align: center;"><b>Noon – 9:00 PM</b>  <b>REGISTRATION</b>                      local maps, brochure describing week-end activities, drop-off of family picture for Clifton family tree, purchase of dinner tickets (?); purchase of T-shirts, commemorative memorabilia</p> <p style="text-align: center;"><b>8:30 – 11:00</b>  <b>"I Remember When..."</b>  <b>BRUNCHES</b>                      Chairperson, ?                      "Meet, Greet &amp; Reminisce" w/ Clifton Neighbors at Neighborhood Brunches or at Hermitage w/ Mayor Jim &amp; 1<sup>st</sup> Lady</p>	<p style="text-align: center;"><b>AM:</b></p> <ul style="list-style-type: none"> <li>* <b>Time Capsule</b></li> <li>* <b>Exhibit at Town Hall continues w/ purchase of Clifton paraphernalia</b></li> </ul> <p style="text-align: center;"><b>4:00 – 8pm</b></p> <p style="text-align: center;"><b>"Taste of Clifton"</b>                      - <b>Local Restaurants, Chili cook-off, historical dishes; involve:</b>                      (VA food inspectors, unless help on private prioperty a la R, King...)</p> <ul style="list-style-type: none"> <li>* <b>Gentleman's Club</b></li> <li>* <b>Lion's Club</b></li> <li>* <b>Acacia Lodge</b></li> </ul>		<ul style="list-style-type: none"> <li>* Sponsors?</li> <li>* NOVEC      *CCWC</li> <li>* USPO</li> <li>* VDOT</li> <li>* Hermitage</li> <li>* H&amp;H</li> <li>* CPC</li> <li>* Centreview</li> <li>* Clifton Fire Dept.</li> <li>* Retail Stores</li> <li>* 5k supports</li> <li>* Long &amp; Foster</li> <li>* DAR</li> <li>* NTHP</li> </ul> <p>People: GW &amp; Laura, Geo. Will, N. Reagan, VA Gov.?, D. Cheney, C. Powell, K. Henley, E. McConnell, others??</p>



Clifton's 100<sup>th</sup> - "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

	<p>Noon – 4:00  <b>"Clifton Alive!!"</b>                  Chairperson, Randy Thompson?</p> <p><b>PARADE</b>                  Chairperson, ?</p>  <p>To include: larger scale, marching band, vintage cars, fire engines &amp; horse club, Shriners, Children's Floats, Kena Lodge, Gay '90's float</p> <p><b>* Carnival/Picnic-Community Gathering</b></p> <p>* Photography exhibit at Town Hall-K. Arnold to coordinate w/ Rucks??</p> <p>* Venues of <b>games</b> for kids, not-for-profit booths, contests, rides, Audubon interactive booth</p> <p>* <b>Bazaar</b> w/ Clifton crafters, only or a la Clifton Day???</p> <p><b>* Dunk Tanks,</b></p> <p>* <b>Food Stands</b>-Cotton Candy Popcorn, Refreshment table,                  * Ice Cream Social</p> <p>* Egg Throwing contest,                  * Pie Eating Contest</p> <p>* Old Timey photographer, D. Nickum to</p>	<p>1:00 – 6:00PM</p> <p>* <b>Party in the Park w/ Local Dignitaries,</b>                  Chairperson, ?</p> <p>* <b>"Taste of Clifton"-*</b>                  Food Cook-Off,                  Richard King?, chair?</p> <p>* <b>Time Capsule</b></p> <p>* <b>Recognition of Clifton Citizens</b></p>		
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Clifton's 100<sup>th</sup>- "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

	<p>coordinate/research  <b>*Roving musicians?;</b>  <b>Barber shop quartet,</b>  <b>* Civil War Re-enactment</b>  <b>* * Clifton Walking Tour</b>  <b>Chairperson, Randy</b>  <b>Thompson?</b>  <b>w/ Chris Booth??</b>  <b>-local home owners</b>  <b>available to describe history</b>  <b>of house</b> Walking Tours w/  local homeowners explaining  history &amp; lore  <b>*Dignitaries &amp; honoring</b>  people that have been  prominent in Clifton's  history—(Nan Netherton &amp;  book signing?)  Park, Barn &amp; Town Hall</p> <hr/> <p>end by 4pm to allow time to  attend local fireworks</p>			
		<p><b>"Cliftennial Concert"</b>  <b>Helen Buller, Chair</b>  <b>Barn</b>  <b>Gospel Choir/Barbar shop</b>  <b>Quartet</b></p>		

Clifton's 100<sup>th</sup> - "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)

July 4th Weekend - 2002

AGENDA - For 8/16/01:

- I. Welcome/Celebration/Overview/Review of Last mtg./Objectives
  - A. The Weekend: "Celebrate, honor & participate in a once-in-a-lifetime Clifton Anniversary Event"
  - B. Tonight: Brainstorm Activities, possible date change, choose chairpeople & other Ideas
  - C. Possibly Jim Fulerton w/ "Lessons Learned" from Clifton Day
- II. Review of Agenda/Activities
  - A. sign-ups
  - B. Outline of ideas & costs-by Labor Day
- III. Review & Adjourn & i.d. next mtg. date (by 9:15pm)

Clifton Trivia Questions:

1. What is the date of Clifton's incorporation?
  2. Who built the park Gazebo & when?
  3. What was the name of Clifton before it was called Clifton?
  4. In what year did "Clifton Day" become a reality?
  5. How many people were residents of Clifton at the date of its incorporation?
  6. When was the CBA formed?
  7. What was "Iwakota"?
  8. Name 3 Clifton mayors:
  9. Where could you buy everything "from a pin to a plow"?
  10. In what year did the last class graduation from Clifton HS occur?
- BONUS: How many trains run through Clifton each day?

Clifton's 100<sup>th</sup>- "Cliftennial Celebration" "At-a-Glance" (proposed draft-8/27/01)  
July 4th Weekend - 2002

Summary of 8/16/01 Meeting:

- \* Question was raised as to the Name of the celebration – does "Cliftennial" really work? Too "catchy/cutsey?" – will discuss further on 9/11/01; Maybe "Clifton's 100<sup>th</sup>" is sufficient??
- \* Jim Fullerton reviewed "Lessons Learned" from Clifton Day & reminded us that volunteers are the biggest challenge; Special need areas include (& that require Chairpersons.); Parking, (use Clifton elementary, flood plain—get the Firemen to help), T-shirt/logo design – Phoebe Peterson?, (Eastland Printing – Fairfax – near ice rink for inexpensive t-shirts), Set-up/Clean-up – check w/ Wayne Nickum? for tent pitching; Lynn & Nick Heckett? for Publicity; (signage/radio), Porta-potties, Children's Entertainment & music – Randy Thompson & Pam Crowley?, Traffic issues—close down streets?
- \* Insurance issues – see R. dygve – possibly covered under annual CBA insurance
- \* It was agreed that the celebration will be a "beefed up" 4<sup>th</sup> of July celebration targeted to the general public as well as to the Clifton residents

Next Steps:

1. I.D. non-profits to support this event: i.e., Aeacia Lodge, churches. List of sponsors on p.1
2. I.D. committee chairpeople
3. Ensure Town of Clifton involvement

Next meeting: 9/11/01 – 7:30pm – Aeacia Lodge

(draft) Agenda

- I. Review info. to date
- II. Discussion of event name
- III. Committee Work & preliminary budgets---
- IV. Miscellaneous
- V. Adjourn & i.d. next mtg. date

November 6, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |                        |            |
|------------------------|------------|
| 1. Treasurer's Report  | Chesley    |
| 2. Planning Commission | Arnold     |
| a. Applications        | Buckley    |
| 3. ARB                 | Harrington |
| a. applications        | Hollaway   |
| 4. BZA                 | Nickum     |
| 5. Other               | Jarrendt   |
|                        | Effros     |
|                        | Barton     |
|                        | Wallace    |
|                        | Williams   |

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

Posted: Post Office and Clifton General Store

**DON'T FORGET TO VOTE!**



Minutes  
Clifton Town Council Meeting  
Tuesday, October 2, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington (8:30), Bill Hollaway (7:45), Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from September 4, 2001, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
2. Motion made to approve minutes from special Town council meeting, September 18, 2001. Passed unanimously with the following correction: item #4, add after the word "concerning", conflict of interest with Councilwoman Buckley. Chesley, Arnold, Buckley, Nickum.
3. Treasurer's report: Marilyn Barton
  - a. Motion made to approve payment of \$519.75 to Area Landscaping. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - b. Motion made to approve Treasurer's report: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - c. Motion made to return checks received for new *Brigadoon* book to CBA. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - d. Motion made to give Treasurer the right to use PC checking at Sun Trust in order ;to transfer funds from account. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
4. Planning Commission: Bill Hollaway
  - a. Vacancy on Commission has resulted in two applications, one from Michelle Stein and the other from Taya Abbott. Bill indicated he would like both to serve, but since that is not possible, he would like to recommend Taya, a town resident who is from the new Clifton Heights subdivision. Motion made to appoint Taya, with the understanding that when another vacancy arises, Michelle will be asked to apply. Approved unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum. )Taya will fill the unexpired term of Chris O'Donnell.)
  - b. Corliss VanLienden's term as Planning Commission secretary has expired. Motion made to re-approve her for a four year period from the date of her previous term's expiration date. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - c. County application for new Pump and Haul plan has not yet been reviewed by Planning Commission. Richard King's signature as landowner is needed.
  - d. Discussion of CBA-owned lot #8, presently zoned agricultural and industrial. This does not really apply any longer, and is holding up pending use permit filed by the CBA. Also affected is the upcoming CBA- sponsored barn dance scheduled for October 20, 2001. Bill and Planning Commission recommend a waiver with agricultural permit, giving permission for this event. We need a county health and safety check prior to this event so that we will not be held liable. Mac Arnold felt that the Town Council does not have the authority to address this issue and that we do not have to concern ourselves with the building code. Mayor Chesley suggested that CBA could go ahead with event without our authorization or special permission, but reminded CBA officials present tonight, that Fairfax County Building Codes must be observed, as Fairfax County is our agent for these services. As owners of the property, the CBA can make the decision to go ahead with the planned activities in the barn.
  - e. Lynne Garvey Hodge's use permit involving her bed and breakfast business will be issued after Rod Williams reviews lot line consolidation.
5. ARB: no report

6. Status of ISTEA funds: Jimmy would like to use these funds to pave caboose parking lot, improve lighting and drainage, and purchase new trash container. He will contact ISTEA about this.

7. Gilliam property issue: motion made to send Gilliam a "drop dead" letter, making a final offer for his property, and setting a deadline for his reply at 12/31/01. The town will research the fair market price for this land, and Rod Williams will find out if we are able to condemn that portion of the property that falls within the town limits. Motion to send letter, to be drafted by Mayor Chesley and Mac Arnold, passes unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

8. Reminder: Mayor's Cup golf tournament to be held in Herndon

9. Cliftenial celebration, scheduled for July 4, 2002. Bill Hollaway will act as Town Council representative to this committee. This event will be a joint venture between the town and CBA. Lynne Garvey Hodge will be chairperson, with Michelle Stein representing the CBA and Bill Hollaway the Town Council. Motion made for resolution of this jointly administered event. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

10. Motion made by Mac Arnold to set up a committee to discuss use of CBA barn with Mayor Chesley, CBA President Keith Abbott and Laura Harrington. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

11. Motion made to move into closed executive session to discuss legal matters pertaining to affordable housing program. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

12. Motion made to move back into public session, Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

13. Motion made to certify that only legal matters pertaining to affordable housing were discussed in closed executive session. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

14. Motion made by Wayne Nickum to select Welcome Home, Inc. as our agent for the HUD affordable housing program, subject to agreement of certain terms as based on discussion with Welcome Home, Inc., subject to contract agreement made on or before November 2001 Town Council meeting. Passed. Ayes: Chesley, Arnold, Harrington, Hollaway, Nickum. Abstain: Buckley.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

*TC Buckley did not participate in closed*

*Chy to  
→ abstained*

Minutes  
Clifton Town Council Meeting  
Tuesday, October 2, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington (8:30), Bill Hollaway (7:45), Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from September 4, 2001, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
2. Motion made to approve minutes from special Town council meeting, September 18, 2001. Passed unanimously with the following correction: item #4, add after the word "concerning", conflict of interest with Councilwoman Buckley. Chesley, Arnold, Buckley, Nickum.
3. Treasurer's report: Marilyn Barton
  - a. Motion made to approve payment of \$519.75 to Area Landscaping. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - b. Motion made to approve Treasurer's report: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - c. Motion made to return checks received for new *Brigadoon* book to CBA. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - d. Motion made to give Treasurer the right to use PC checking at Sun Trust in order to transfer funds from account. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
4. Planning Commission: Bill Hollaway
  - a. Vacancy on Commission has resulted in two applications, one from Michelle Stein and the other from Taya Abbott. Bill indicated he would like both to serve, but since that is not possible, he would like to recommend Taya, a town resident who is from the new Clifton Heights subdivision. Motion made to appoint Taya, with the understanding that when another vacancy arises, Michelle will be asked to apply. Approved unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum. (Taya will fill the unexpired term of Chris O'Donnell.)
  - b. Corliss VanLienden's term as Planning Commission secretary has expired. Motion made to re-approve her for a four year period from the date of her previous term's expiration date. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
  - c. County application for new Pump and Haul plan has not yet been reviewed by Planning Commission. Richard King's signature as landowner is needed.
  - d. Discussion of CBA-owned lot #8, presently zoned agricultural and industrial. This does not really apply any longer, and is holding up pending use permit filed by the CBA. Also affected is the upcoming CBA- sponsored barn dance scheduled for October 20, 2001. Bill and Planning Commission recommend a waiver with agricultural permit, giving permission for this event <sup>at their own risk</sup>. We need a county health and safety check prior to this event so that we will not be held liable. Mac Arnold felt that the Town Council does not have the authority to address this issue and that we do not have to concern ourselves with the building code. Mayor Chesley suggested that CBA could go ahead with event without our authorization or special permission, but reminded CBA officials present tonight, that Fairfax County Building Codes must be observed, as Fairfax County is our agent for these services. As owners of the property, the CBA can make the decision to go ahead with the planned activities in the barn. *omit*
  - e. Lynne Garvey Hodge's use permit involving her bed and breakfast business will be issued after Rod Williams reviews lot line consolidation.
5. ARB: no report

*Changes:*  
*permission*  
*at*

6. Status of ISTEA funds: Jimmy would like to use these funds to pave caboose parking lot, improve lighting and drainage, and purchase new trash container. He will contact ISTEA about this.
7. Gilliam property issue: motion made to send Gilliam a "drop dead" letter, making a final offer for his property, and setting a deadline for his reply at 12/31/01. The town will research the fair market price for this land, and Rod Williams will find out if we are able to condemn that portion of the property that falls within the town limits. Motion to send letter, to be drafted by Mayor Chesley and Mac Arnold, passes unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
8. Reminder: Mayor's Cup golf tournament to be held in Herndon
9. Cliftenial celebration, scheduled for July 4, 2002. Bill Hollaway will act as Town Council representative to this committee. This event will be a joint venture between the town and CBA. Lynne Garvey Hodge will be chairperson, with Michelle Stein representing the CBA and Bill Hollaway the Town Council. Motion made for resolution of this jointly administered event. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
10. Motion made by Mac Arnold to set up a committee to discuss use of CBA barn with Mayor Chesley, CBA President Keith Abbott and Laura Harrington. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
11. Motion made to move into closed executive session to discuss legal matters pertaining to affordable housing program. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
12. Motion made to move back into public session. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
13. Motion made to certify that only legal matters pertaining to affordable housing were discussed in closed executive session. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
14. Motion made by Wayne Nickum to select Welcome Home, Inc. as our agent for the HUD affordable housing program, subject to agreement of certain terms as based on discussion with Welcome Home, Inc., subject to contract agreement made on or before November 2001 Town Council meeting. Passed. Ayes: Chesley, Arnold, Harrington, Hollaway, Nickum. Abstain: Buckley.
15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

October 2, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |   |            |
|---|------------|
| 1. Treasurer's Report                                     | Chesley    |
| 2. Planning Commission                                    | Arnold     |
| a. Applications   | Buckley    |
| 3. ARB  | Harrington |
| a. applications   | Hollaway   |
| 4. BZA  | Nickum     |
| 5. Financial Committee Update: Affordable Housing Program | Jarrendt   |
| 6. Other  | Effros     |
|   | Barton     |
|   | Wallace    |
|   | Williams   |

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

Posted: Post Office and Clifton General Store

Ice Tea Funds - Status : - \$45,000 - 41,000 Fed Pathways  
121,000 96,000 "  
Centennial Celebration:  
CBA & Town Collaboration : Agpt of Comm



October 2, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

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Posted: Post Office and Clifton General Store

*Status of ICTEA funds*  
*Cliffhaniel*  
*CBA/Town Collaboration*

**LAWSON, KIPP, FORBES & AYRES**  
ATTORNEYS AT LAW  
10805 MAIN STREET, SUITE 200  
FAIRFAX, VIRGINIA 22030

THOMAS O. LAWSON  
RALPH E. KIPP  
LAURIE E. FORBES  
BETH S. AYRES

TELEPHONE (703) 382-2600  
TELECOPIER (703) 352-4190  
www.lkf-law.com

October 2, 2001

BY FACSIMILE AND MAIL

Roderick B. Williams, Esquire  
Town Attorney  
Town of Clifton  
C/o Foley & Larder  
888 16<sup>th</sup> Street, N.W., 7<sup>th</sup> Floor  
Washington, D.C. 20006-4103

*Pod to review?*

**RE: Deed of Consolidation  
7153 Main Street, Clifton, Virginia  
Status of Title**

Dear Mr. Williams:

This letter will certify, based upon a careful examination of the land records of the County of Fairfax, Virginia for property known as 7153 Main Street, Clifton, Virginia that:

1. The present record owner of the property is Lynne Garvey Hodge pursuant to Deed recorded in Deed Book 12157 at page 0518 among the land records of the County of Fairfax, Virginia.
2. That the legal description of the property comprising 7153 Main Street, Clifton, Virginia 20124 consists of a metes and bounds description for a 6,080 square foot parcel of land together with Lot 2 of the subdivision of William Warren and Jack G. Warren, all as being more particularly described in the proposed Deed of Consolidation enclosed herewith.
3. That real estate taxes on the subject property are paid through tax year 2000. Taxes are delinquent for the first half of tax year 2001.
4. The property is encumbered by two deeds of trust; the first Deed of Trust recorded in Deed Book 11190 at page 0700 and the second Deed of Trust recorded in Deed Book 11190 at page 0709, as assigned by Assignment recorded in Deed Book 11785 at page 1514, all among the land records of

**LAWSON, KIPP, FORBES & AYRES**

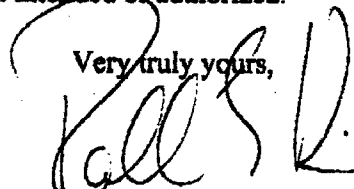
Page 2

the County of Fairfax, Virginia and as more particularly described in the proposed Deed of Consolidation enclosed herewith.

5. Taxes for the second half of the year 2001 are a lien not yet due and payable.

This letter has been prepared for the sole use and benefit of the Town of Clifton, Virginia and any other use or distribution hereof is not intended or authorized.

Very truly yours,



Ralph E. Kipp

Cc: Lynne Garvey Hodge

**DEED OF CONSOLIDATION**

This Deed of Consolidation, made this \_\_\_\_ day of October, 2001, by and between LYNNE GARVEY HODGE, Grantor and Grantee, LARRY ALBERSON, Trustee, Grantor and Grantee; and MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC., its successors and assigns, as nominee for HOUSEHOLD FINANCE CORPORATION, its successors and assigns, Grantor and Grantee;

WHEREAS the said LYNNE GARVEY HODGE is the record owner of those certain lots, pieces or parcels of real property, lying and being in the County of Fairfax, Commonwealth of Virginia and being more particularly described as follows:

Beginning at a point lying in the Easterly line of Main Street, said point being the Northwesterly corner of the Longer-beam lot and lies N 30 degrees 11'30" W 125.00 feet from the intersection of the Northerly side of Main Street N 30 degrees 11'30" W 63.00 feet to an iron pipe being the southwesterly corner of the A. Frank Krause lot; thence departing the said Main Street and running with the Southerly line of said Krause lot N 60 degrees 44'30" E 97.02 feet to an iron pipe lying in the Westerly line of the Burke lot; thence departing said Krause lot and running with the Westerly line of said Burke lot S 29 degrees 15'30" E 63.00 feet to a point lying the Northerly line of said Longer-beam lot; thence departing said Burke lot and running with the Northerly line of Longer-beam lot S 60 degrees 44'30" W 96.00 feet to the point and place of beginning and containing 6,080 square feet of land, more or less.

AND

Lot 2 of the Subdivision of William Warren and Jack G. Warren, his wife, as platted and recorded in Deed of Subdivision recorded in Deed Book 5555 at page 669, in Fairfax County, Virginia; and

AND BEING the same property conveyed to the said LYNNE GARVEY HODGE by Deed recorded in Deed Book 12157 at page 0518 among the land records of Fairfax County, Virginia.

WHEREAS, by Deed of Trust recorded in Deed Book 11190 at page 0700 among the said land records, LYNNE GARVEY HODGE conveyed an interest in the said real property to LARRY ALBERSON, Trustee ("Trustee") to secure a certain note payable to BANCFINANCIAL SERVICES CORP ("Noteholder"); and

WHEREAS, by Deed of Trust recorded in Deed Book 11190 at page 0709 among the said land records, the said LYNNE GARVEY HODGE did convey an interest in the said real property to LARRY ALBERSON, Trustee ("Trustee") to secure a certain deed of trust promissory note payable to BANCFINANCIAL SERVICES CORP ("Noteholder"); and

WHEREAS, by Transfer and Assignment of Note and Security Deed, Deed of Trust, Mortgage or Deed to Secure Debt recorded in Deed Book 11785 at page 1514 among the said land records the said Deed of Trust recorded in Deed Book 11190 at page 0709 was assigned to the MORTGAGE ELECTRONICS REGISTRATION SYSTEMS, INC. its successors and assigns, as nominee for HOUSEHOLD FINANCIAL CORPORATION, its successors and assigns; and

WHEREAS, by Transfer and Assignment of Note and Security Deed, Deed of Trust, Mortgage or Deed to Secure Debt recorded in Deed Book \_\_\_\_\_ at page \_\_\_\_\_ among the said land records the said Deed of Trust recorded in Deed Book 11190 at page 0700 was assigned to the MORTGAGE ELECTRONICS REGISTRATION



SYSTEMS, INC. its successors and assigns, as nominee for HOUSEHOLD FINANCIAL CORPORATION, its successors and assigns; and

WHEREAS, it is the desire of the said LYNN GARVEY HODGE to consolidate the said real property aforesaid into one single lot, all as described in that certain plat dated September 24, 2001 entitled "Plat of Consolidation of the Property of Lynne Garvey Hodge" (the "Plat") Sam Whitson, L.S. attached hereto and expressly made a part herof; and

WHEREAS, the Trustees and the Noteholders join in the execution of this Deed of Consolidation for the purpose of evidencing their respective consents to the consolidation of the said real property; said Deeds of Trust to otherwise remain in full force and effect.

NOW, THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, LYNN GARVEY HODGE does hereby consolidate the above referenced lots, pieces and parcels of real property as described herein into one single lot to be known as Lot 2 of the Subdivision of William Warren and Jack G. Warren, all as shown on the said Plat.

THIS CONSOLIDATION is made with the free consent and in accordance with the desire of the undersigned owner and all parties having interest in the said real property, and in accordance with the statutes of the Commonwealth of Virginia governing the platting of land; said plat having been approved by the appropriate officials of the Town of Clifton, County of Fairfax, Virginia as evidenced by the signatures of said officials on the said plat.

WITNESS the following signatures and seals:

IN WITNESS WHEREOF, the parties duly executed this Deed of Lot Consolidation.

Date: \_\_\_\_\_ [SEAL]  
LYNNE GARVEY HODGE

Date: \_\_\_\_\_ [SEAL]  
LARRY ALBERSON, Trustee

Date: \_\_\_\_\_  
MORTGAGE ELECTRONIC  
REGISTRATION SYSTEMS, INC.,  
Nominee for  
HOUSEHOLD FINANCE  
CORPORATION

Date: \_\_\_\_\_ By: \_\_\_\_\_ [SEAL]  
Its: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA  
COUNTY OF FAIRFAX, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2001 by LYNNE GARVEY HODGE.

My Commission Expires: \_\_\_\_\_  
Notary Public

COMMONWEALTH OF VIRGINIA  
COUNTY OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2001 by LARRY ALBERSON, Trustee.

My Commission Expires: \_\_\_\_\_  
Notary Public

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2001 by \_\_\_\_\_ of MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC., Nominee for HOUSEHOLD FINANCE CORPORATION.

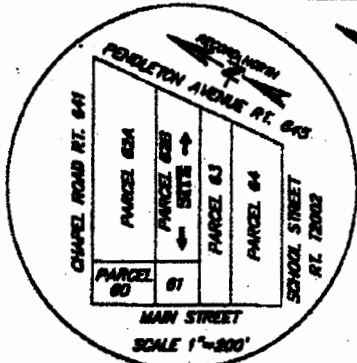
My Commission Expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

APPROVED AS TO FORM:

\_\_\_\_\_[SEAL]  
Town Attorney  
Town of Clifton, Virginia



VICINITY MAP

PLAT OF CONSOLIDATION  
OF THE PROPERTY OF  
**LYNNE GARVEY HODGE**  
DEED BOOK 12187 PAGE 518

BEING LOCATED AT  
**#7153 MAIN STREET**  
**CLIFTON, VIRGINIA**

BEING COMPRISED OF  
LOT 2 OF THE  
**H. WILLIAM & JACK G. WARREN SUBDIVISION**  
DEED BOOK 6555 PAGE 0576

AND  
TAX MAP PARCEL #78-4-08, PARCEL 61  
DEED BOOK 5876 PAGE 764  
SPRINGFIELD DISTRICT  
FAIRFAX COUNTY, VIRGINIA

SCALE: 1" = 40' DATE: SEPTEMBER 24, 2001

NOTES:

1. THE PROPERTY DELINEATED ON THIS PLAT ARE LOCATED ON ASSESSMENT MAP NO. 078-4-(022) PARCELS 61 & 62B.
2. ALL PREVIOUSLY RECORDED RIGHTS-OF-WAY EASEMENTS OR OTHER INTEREST OF THE TOWN OF CLIFTON OR FAIRFAX COUNTY REMAIN IN FULL FORCE AND EFFECT UNLESS OTHERWISE SHOWN ON THIS PLAT.
3. THIS PLAT IS BEING SUBMITTED FOR THE CONSOLIDATION OF PARCELS 61 AND 62B.

SURVEYOR'S CERTIFICATE:

I, L.S. WHITSON, A DULY LICENSED LAND SURVEYOR IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT THE LANDS SHOWN HEREON ARE NOW IN THE NAME OF LYNNE GARVEY HODGE RECORDED IN DEED BOOK 12187, PAGE 518 AMONG THE LAND RECORDS OF FAIRFAX COUNTY. I FURTHER CERTIFY THAT THE SAID PROPERTY LIES WITHIN ITS ORIGINAL TRACTS AND BEARINGS SHOWN HEREON ARE REFERENCED TO THE TRUE NORTH.

L.S. WHITSON, LSW1784 DATE 9/24/01

OWNER'S DEDICATION:

I, LYNNE GARVEY HODGE, BEING THE OWNER OF THE LAND SHOWN HEREON, DO HEREBY ADOPT AND CONSENT TO THIS PLAT.

LYNNE HODGE

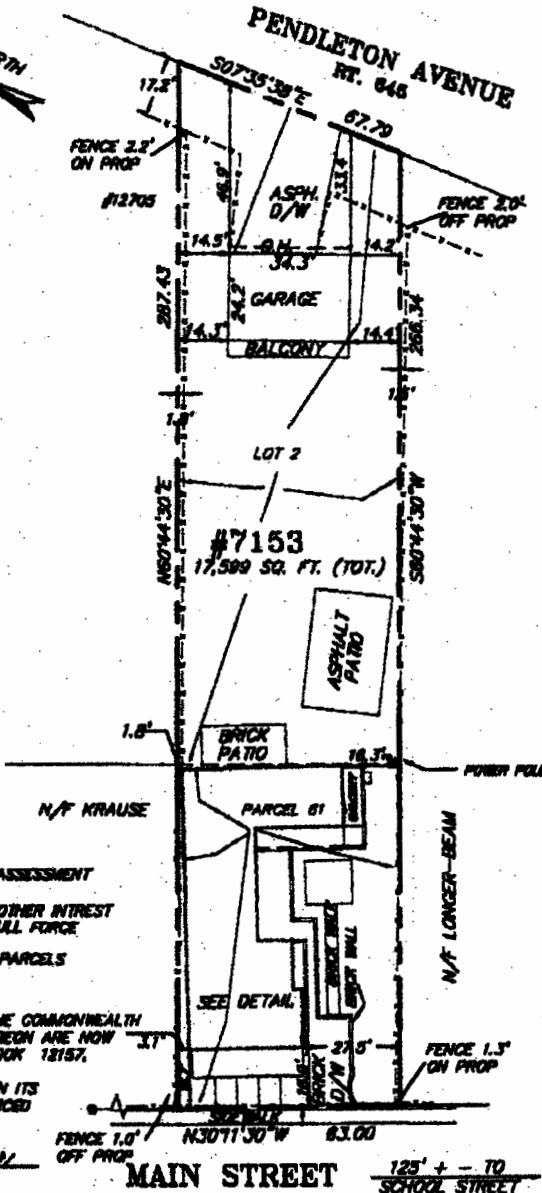
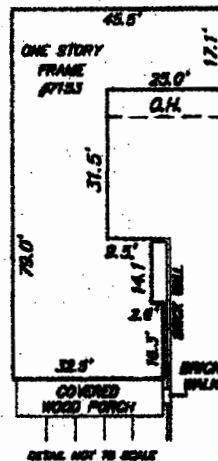
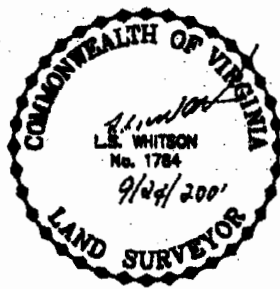
WETLANDS STATEMENT:

I HEREBY CERTIFY THAT ALL WETLANDS PERMITS REQUIRED BY LAW WILL BE OBTAINED PRIOR TO COMMENCING LAND DISTURBING ACTIVITIES.

SIGNATURE: \_\_\_\_\_

OWNER/DEVELOPER: NAME \_\_\_\_\_ TITLE \_\_\_\_\_

THIS SURVEY WAS ESTABLISHED BY TRANSIT AND TAPE AND UNLESS OTHERWISE SHOWN, THERE ARE NO ENCROACHMENTS. NO TITLE REPORT WAS FURNISHED AND NO CORNER MONUMENTATION HAS BEEN SET UNLESS REQUESTED.



**SAM WHITSON, L.S./LAND SURVEYING**  
4308 EVERGREEN LANE, SUITE 202  
ANNANDALE, VIRGINIA 22003  
(703)-868-4070 FAX: (703)-868-4072

OWNER: WARREN  
BUYER: GOLDSTEIN/HODGE  
W.O. #08-4907 CLIENT #EL98-8898

① Chesley, Arnold, Buckley  
Hollaway, Nickum

10/2/01

① Minutes

9-4 } Unanimous: Chesley, Arnold, Buckley,  
          } Nickum  
9-18 } # 4: Correction (see notation)  
          } Chesley, Arnold, Buckley, Nickum

---

② Treasurer's Report: M. Barton

a. Motion to approve pay't, to Area Landscaping  
of \$519.75  
Unanimous

b. Motion to approve report: unanimous

c. Look at checks for Brigadon  
in Virginia:  
Motion to return to CBA -  
all ~~pay~~ ~~made~~ checks need to  
be made out to CBA

Passed unanimously

d. PC checking at Sun Trust  
(for transferring funds from  
account)

Motion made as such to  
give Treasurer this right to do so

Unanimous



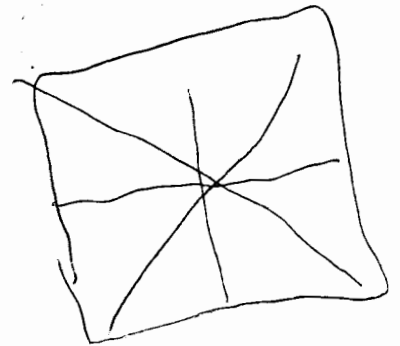
③ Planning Comm } Bill H.

(a) Vacancy : 2 applications received -

- Michelle Stein
- Taya Abbott

Bill would like both on the Commission - but he would like someone from new subdivision which means Taya is his choice

Motion to appoint Taya  
& when next vacancy occurs,  
M. Stein will fill it.



Taya: Unexpired term of Chris O'Donnell

Unanimous!

~~③~~ (b) Corliss VanLinden's term  
had expired as secretary of P.C.  
Motion to reapprove C.

for 4 yr. period from date  
of her expiration → unanimous

---

③ County appl. <sup>not viewed by P.C. yet</sup> for Pump & Haul -  
w/o signature of landlord - they  
have to be able

↓  
R. King

P.C. needs signature

(1) ? Missed item Bill discussed -

(2) Long term issue  
Lot # 8 / CBA Barn / Parking

Re-zone? Revisit this along  
lines of Comprehensive Plan

References to town plan

\* Industrial & agricultural zoning at the  
present time } does not really  
apply

↓  
this is holding up pending use permit

\* Oct 20: Barn Dance scheduled by CBA

Resolution of zoning } will take a long time,  
so Bill of P.C. recommend a waiver  
w/ agricultural permit - & give this one time

↓  
County health and certification certification  
we need safety check / by county  
prior to event → very important  
for safety & liability issues

No use  
permit  
allows this  
at the present  
time.

(4)

Mac: what distinction?

Bill: event held in barn - use of building →  
safe? healthy?

Lev: Can't this be considered a special event?  
what makes <sup>nonconforming</sup> ~~nonconforming~~ use? why do we  
have to get county involved?

Standards → building code

Michelle: barn dance in barn; concrete poured -  
no plan for bathrooms

Bill: County takes care of this -

Lev: expansion of current use is the issue

Wayne: go ahead w/ event -  
but it's unauthorized -  
CBA will be held responsible

Mac: ~~XXXXXX~~ nonconforming use  
~~XXXXXX~~ ZONING? BUILDING CODE?  
Is this use grandfathered?

T.C. doesn't have authority to address this -  
as far as building code - we're out of play  
here -

Mayor  
Zoning is our issue -  
do it w/out our authorization -  
or special permission -  
- T.C. has no legally imposed duty -

(5)

As owners of the property, the CBA  
can do

(F) B&B } Lot consolidation (Lynne Garvey Hodge)  
parking issue which necessitated consolidation -

all on one  
lot

USE plan?

→ Lynne Garvey  
Hodge

Write  
when  
Rod reviews -  
then give to  
me

322-1811

(4) ARB - no report

(5) ~~STEPA~~ STEPA : Jimmy  
funds getting low

#2 } pathway approved 96-7  
#3 } timeframe

(\$45,000)

45,000 per fed

Jimmy has contacted  
Sikam, but no reply -

98 (\$120,000)

now

Jimmy would like to use these funds to pave  
Cabrol parking lot, improve lighting, drainage & set some  
firm estimates →

+ new trash container  
(\$1200)

(6)

J. will talk to  
ISTEA about this -

Do you  
want to negotiate

Give Gilliam a drop dead letter (12/31/01) or Not?  
to settle for tax reasons

↓  
Our final offer -  
We will move funds  
OR  
why not condemn property  
(we have the right), says Mac

\* Motion  
to send <sup>w/ exp</sup>  
this letter - <sup>full</sup>  
offer - <sup>date</sup>  
get fair  
market  
evaluation  
of property  
inside  
town > 9 acres -  
adjoining a  
buildable lot  
Unanimous!

Rod will research this & let  
us know -

- Mac & Jimmy will draft the letter -

(6) Reminder : Mayor's Cup  
golf tournament } Here on

(7) Cliffhanger } July 4, 2002  
(Bill: T.C. representative to this committee

Joint event bet. town & CBA  
Lynne to be chairperson of event  
w/ CBA (Michelle Stein) representation &  
T.C./Town representation

Who is funding this? Joint funding? } will be dis-  
cussed <sup>at</sup> 10/3/01 mtg.



Motion for resolution  
for this jointly administered  
event  
w/ Lynne & Bill

Unanimous

~~Mac~~ Motion to have Bill  
as Tron rep. to this project

9) Mac: suggestion that we set up a  
joint committee to discuss  
use of barn

- 1. Mayor
- 2. Laura Harrington

- 1. President of CBA Keith
- 2.
- 3.

Motion to form this comm.  
Unanimous

10) Finance Comm. Update  
Motion made to go into it

— Unanimous — motion:

11) Mac certified } Unanimous

8

12 Wayne: motion to Select  
Welcome Home, Inc.  
~~in HUD implementation~~

As our agent for  
HUD affordable housing program  
Subj. to ~~Complete~~ agreement  
of ~~Contract~~ <sup>Contract</sup> terms as

Based on discussion  
w/ Welcome Home, Inc.  
~~agreement~~ subj. to  
Contract ~~completion~~ <sup>agreement</sup>  
be made <sup>or</sup> before  
Nov. T.C. mtg at

Unanimous — Add Harrington  
But  
Abstain  
Mars

Motion to adjourn

Please print the article below in your newsletter. If you have any questions, call me at (703)-277-3540. If you would like other articles on preventing particular consumer scams or on crime prevention, please contact me. Thanks. - Bob Dively, Assistant Attorney General for No. Va.

**Virginia's Lemon Law**  
by  
Bob Dively  
Assistant Attorney General for No. Va.

As consumer counsel for the citizens of Virginia, Attorney General Randy Beales understands that few things can be more frustrating than buying a new car that ends up languishing in a repair shop or remains out of service. The Motor Vehicle Warranty Enforcement Act, commonly known as the Lemon Law, protects buyers of new motor vehicles, and our office wants you to know your rights.

All newly purchased vehicles, demonstrators or lease-purchase vehicles with which a manufacturer's warranty was issued, and used vehicles to which a manufacturer's warranty still applies, are covered by the Lemon Law. Commercial and off-road vehicles and the non-chassis portion of recreational vehicles are not covered.

The law applies during the period ending 18 months after the date of the original delivery of the motor vehicle to the consumer.

You may have a *lemon* if your new vehicle

- has been subject to repair three or more times for the same significant problem, or
- has been subject to repair one or more times for a serious safety defect, or
- has been in the repair shop for a cumulative total of 30 or more days during the first 18 months of purchase from the date of delivery.

Owners must report problems or defects in writing to the manufacturer. The manufacturer must be permitted a *reasonable number* of attempts to correct the problem.

If the problem cannot be fixed in a *reasonable number of repair attempts*, the manufacturer can replace the vehicle with a comparable vehicle acceptable to the consumer, or allow the consumer to obtain a refund of the full purchase price. By law, manufacturers can deduct a reasonable allowance for the consumer's use of the vehicle from the refund or replacement value.

If, after repairs are made to your vehicle, you still believe the vehicle does not conform to the warranty but the manufacturer or dealer has indicated it does not believe you are due a refund, you have two options if you want to seek redress under the Lemon Law:

- you may file a lawsuit, or
- you may submit a complaint according to the manufacturer's informal dispute settlement procedure. The address and telephone number for the manufacturer's consumer appeals or arbitration center should be listed in your owner's manual.

If you elect to go to court, the Lemon Law provides for a private cause of action, and you are well advised to retain a private counsel.

If you have any questions or problems, please feel free to call my office at (703)-277-3540, or write us at 10333-B Democracy Lane, Fairfax, VA 22030.

g. Phil Sampson (Water Street): An attorney should look into all facets of this program. It is a big risk to take before investigating in detail.

h. Rod Williams: We have a limited liability, would be indemnified by agent against any liability arising out of town's participation.

i. Ken Buckley (Chapel Road): Town should investigate track record of two service providers, such as which one has more experience in this area.

j. Chuck Rusnak: Who is able to buy these properties?

k. Bill Hollaway: Homes initially go on auction block, not open to investors. Property then goes on MLS and purchaser must meet income requirements and plan to be owner/occupant.

l. Diane Dygve: Can we work with more than one service provider?

m. Bill Hollaway: This would be very difficult.

5. Mayor Chesley closed public information meeting. Motion made to continue this discussion and look into pursuing HUD plan and choosing a suitable service provider. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

6. Motion made to hold a special Town Council meeting on September 18, 2001, at which time the Town Council will go into executive session to discuss the HUD plan and service providers. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

7. ARB: no report

8. BZA: no report

9. October 7, 2001, is date for Mayor's Golf Tournament. Our town will participate.

10. Master plan for county trails will be discussed at a public hearing on October 3, 2001.

11. Bill Hollaway mentioned National Capitol Land Company's refund request, pertaining to Clifton Heights subdivision fees. There will be no refund until trees are restored and path built. A letter will be sent.

12. Letter received from Chris O'Donnell who is resigning from Planning Commission. The position will be advertised.

13. March 10, 2001, is the date of Clifton's 100th anniversary of incorporation. Lynne Garvey Hodge will be chairing this event, with Bill Hollaway acting as Town Council liaison. Next meeting: September 11, 2001, Acacia Lodge.

14. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

**October 2, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD**

**CLIFTON TOWN COUNCIL MEETING**

**AGENDA**

- |  |                   |
|--|-------------------|
| <b>1. Treasurer's Report</b>                                     | <b>Chesley</b>    |
| <b>2. Planning Commission</b>                                    | <b>Arnold</b>     |
| <b>a. Applications</b>   | <b>Buckley</b>    |
|  | <b>Harrington</b> |
| <b>3. ARB</b>  | <b>Hollaway</b>   |
| <b>a. applications</b>   | <b>Nickum</b>     |
|  | <b>Jarrendt</b>   |
| <b>4. BZA</b>  | <b>Effros</b>     |
|  | <b>Barton</b>     |
| <b>5. Financial Committee Update: Affordable Housing Program</b> | <b>Wallace</b>    |
|  | <b>Williams</b>   |
| <b>6. Other</b>  |                   |

**If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.**

**Posted: Post Office and Clifton General Store**



TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

2-Oct-01

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$1,116
Money Market Savings Account:	\$54,006
Funds Booked for Brigadoon to be turned over to CBA:	\$1,187
Planning Commission Escrow: Overson	<u>\$5,681</u>
<b>TOTAL CASH BALANCE:</b>	<u><u>\$61,990</u></u>

Treasurer's Report prepared by:

Marilyn Barton  
Treasurer

Please print the article below in your newsletter. If you have any questions, call me at (703)-277-3540. If you would like other articles on preventing particular consumer scams or on crime prevention, please contact me. Thanks. - Bob Dively, Assistant Attorney General for No. Va.

## Virginia's Lemon Law

by

Bob Dively

Assistant Attorney General for No. Va.

As consumer counsel for the citizens of Virginia, Attorney General Randy Beales understands that few things can be more frustrating than buying a new car that ends up languishing in a repair shop or remains out of service. The Motor Vehicle Warranty Enforcement Act, commonly known as the Lemon Law, protects buyers of new motor vehicles, and our office wants you to know your rights.

All newly purchased vehicles, demonstrators or lease-purchase vehicles with which a manufacturer's warranty was issued, and used vehicles to which a manufacturer's warranty still applies, are covered by the Lemon Law. Commercial and off-road vehicles and the non-chassis portion of recreational vehicles are not covered.

The law applies during the period ending 18 months after the date of the original delivery of the motor vehicle to the consumer.

You may have a lemon if your new vehicle

- has been subject to repair three or more times for the same significant problem, or
- has been subject to repair one or more times for a serious safety defect, or
- has been in the repair shop for a cumulative total of 30 or more days during the first 18 months of purchase from the date of delivery.

Owners must report problems or defects in writing to the manufacturer. The manufacturer must be permitted a reasonable number of attempts to correct the problem.

If the problem cannot be fixed in a reasonable number of repair attempts, the manufacturer can replace the vehicle with a comparable vehicle acceptable to the consumer, or allow the consumer to obtain a refund of the full purchase price. By law, manufacturers can deduct a reasonable allowance for the consumer's use of the vehicle from the refund or replacement value.

If, after repairs are made to your vehicle, you still believe the vehicle does not conform to the warranty but the manufacturer or dealer has indicated it does not believe you are due a refund, you have two options if you want to seek redress under the Lemon Law:

- you may file a lawsuit, or
- you may submit a complaint according to the manufacturer's informal dispute settlement procedure. The address and telephone number for the manufacturer's consumer appeals or arbitration center should be listed in your owner's manual.

If you elect to go to court, the Lemon Law provides for a private cause of action, and you are well advised to retain a private counsel.

If you have any questions or problems, please feel free to call my office at (703)-277-3540, or write us at 10333-B Democracy Lane, Fairfax, VA 22030.



FAIRFAX COUNTY  
PUBLIC SCHOOLS

Department of Information Technology

Wilton Woods Center  
3701 Franconia Road  
Alexandria, VA 22310

*Pam*

October 2, 2001

Mr. James Chesley, Mayor  
P.O. Box 309  
Clifton, VA 20124

Dear Mr. Chesley:

The Department of Information Technology of Fairfax County Public Schools, as required by Virginia law, is about to conduct the 2002 Triennial Census of Fairfax County residents. As part of fulfilling this requirement, we maintain a comprehensive listing of the residential addresses in the County of Fairfax. In preparing for this census, we need to validate our address records with the Town of Clifton's most current listings. Please review the enclosed listing. We need help in identifying business, adult-only, demolished addresses and new residences if any. Thank you for your assistance.

This work will assist our office in improving the Clifton response rate, which will determine the amount of state sales tax funds that will be returned to the town. Please call the Census office at 703-329-7655 when complete so that we may pick it up and make the necessary changes.

Thank you for your assistance in making this a successful census.

Sincerely,

A handwritten signature in cursive script that reads "Laura Robinson".

Laura Robinson, Coordinator  
Decision Support Solutions

A handwritten note in cursive script that reads "Called 11/14/01" with a horizontal line underneath the date.

Enclosure  
LR/mm

RUN DATE: 09/28/01

FAIRFAX COUNTY PUBLIC SCHOOLS  
RESIDENT ADDRESS FILE  
DWELLING LOCATION/ZIP CODE REPORT

REPORT NO. SC2060-01  
PAGE 1

EXTRACT : DWELLING LOCATION  
SORT : STREET NAME

ADDRESS ID	ZIP CODE	DWELL LOC	HOUSE NUMBER	PRE DIR	STREET NAME	STR TYPE	POST DIR	UNIT NUMBER	CITY	ADDR TYPE	APT CODE
343552	20124	1	012635		CHAPEL	RD		000000	CLIFTON		0
343553	20124	1	012637		CHAPEL	RD		000000	CLIFTON		0
32106	20124	1	012639		CHAPEL	RD		000000	CLIFTON		0
388248	20124	1	012645		CHAPEL	RD		000000	CLIFTON		0
391733	20124	1	012702		CHAPEL	ST		000000	CLIFTON		0
388263	20124	1	012743		CHAPEL	ST		000000	CLIFTON		0
344598	20124	1	012746		CHAPEL	ST		000000	CLIFTON		0
388256	20124	1	012751		CHAPEL	ST		000000	CLIFTON		0
388251	20124	1	012752		CHAPEL	ST		000000	CLIFTON		0
388255	20124	1	012755		CHAPEL	ST		000000	CLIFTON		0
388252	20124	1	012800		CHAPEL	ST		000000	CLIFTON		0
388254	20124	1	012801		CHAPEL	ST		000000	CLIFTON		0
388253	20124	1	012817		CHAPEL	ST		000000	CLIFTON		0
354950	20124	1	012711		CHESTNUT	ST		000000	CLIFTON		0
354951	20124	1	012714		CHESTNUT	ST		000000	CLIFTON		0
354952	20124	1	012717		CHESTNUT	ST		000000	CLIFTON		0
354953	20124	1	012718		CHESTNUT	ST		000000	CLIFTON		0
354954	20124	1	012721		CHESTNUT	ST		000000	CLIFTON		0
354955	20124	1	012722		CHESTNUT	ST		000000	CLIFTON		0
354956	20124	1	012726		CHESTNUT	ST		000000	CLIFTON		0
32127	20124	1	007184		CLIFTON	RD		000000	CLIFTON		0
357794	20124	1	012800		CLIFTON CREEK	DR		000000	CLIFTON		0
243032	20124	1	012820		CLIFTON CREEK	DR		000000	CLIFTON		0
396142	20124	1	012720		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
396143	20124	1	012722		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
395064	20124	1	012723		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
400899	20124	1	012725		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
396144	20124	1	012726		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
396374	20124	1	012727		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
400900	20124	1	012729		CLIFTON HEIGHTS	LA		000000	CLIFTON		0
354961	20124	1	007219		DELL	AV		000000	CLIFTON		0
354962	20124	1	007221		DELL	AV		000000	CLIFTON		0
354963	20124	1	007222		DELL	AV		000000	CLIFTON		0
354964	20124	1	007223		DELL	AV		000000	CLIFTON		0
354965	20124	1	007227		DELL	AV		000000	CLIFTON		0
354966	20124	1	007237		DELL	AV		000000	CLIFTON		0
354969	20124	1	012743		FORD	LA		000000	CLIFTON		0
354970	20124	1	012749		FORD	LA		000000	CLIFTON		0
354971	20124	1	012801		FORD	LA		000000	CLIFTON		0
32148	20124	1	007126		MAIN	ST		000000	CLIFTON		0
32140	20124	1	007150		MAIN	ST		000000	CLIFTON		0
32141	20124	1	007151		MAIN	ST		000000	CLIFTON		0
388247	20124	1	007152		MAIN	ST		000000	CLIFTON		0
32142	20124	1	007153		MAIN	ST		000000	CLIFTON		0
388246	20124	1	007154		MAIN	ST		000000	CLIFTON		0
32144	20124	1	007155		MAIN	ST		000000	CLIFTON		0
32143	20124	1	007156		MAIN	ST		000000	CLIFTON		0
32145	20124	1	007157		MAIN	ST		000000	CLIFTON		0
32146	20124	1	007158		MAIN	ST		000000	CLIFTON		0

RUN DATE: 09/28/01

FAIRFAX COUNTY PUBLIC SCHOOLS  
RESIDENT ADDRESS FILE  
DWELLING LOCATION/ZIP CODE REPORT

REPORT NO. SC2060-01  
PAGE 2

EXTRACT : DWELLING LOCATION  
SORT : STREET NAME

ADDRESS ID	ZIP CODE	DWELL LOC	HOUSE NUMBER	PRE DIR	STREET NAME	STR TYPE	POST DIR	UNIT NUMBER	CITY	ADDR TYPE	APT CODE
32147	20124	1	007160		MAIN	ST		000000	CLIFTON		0
247156	20124	1	007161		MAIN	ST		000000	CLIFTON		0
388249	20124	1	007200		MAIN	ST		000000	CLIFTON		0
268082	20124	1	007203		MAIN	ST		000000	CLIFTON		0
234349	20124	1	007204		MAIN	ST		000000	CLIFTON		0
32139	20124	1	007207		MAIN	ST		000000	CLIFTON		0
32137	20124	1	007211		MAIN	ST		000000	CLIFTON		0
268085	20124	1	007236		MAIN	ST		000000	CLIFTON		0
320494	20124	1	007315		MAIN	ST		000000	CLIFTON		0
32150	20124	1	007014		NEWMAN	RD		000000	CLIFTON		0
354972	20124	1	007022		NEWMAN	RD		000000	CLIFTON		0
32151	20124	1	007030		NEWMAN	RD		000000	CLIFTON		0
354975	20124	1	007151		PENDLETON	AV		000000	CLIFTON		0
354976	20124	1	007155		PENDLETON	AV		000000	CLIFTON		0
354977	20124	1	007157		PENDLETON	AV		000000	CLIFTON		0
354973	20124	1	012744		RICHARDS	LA		000000	CLIFTON		0
354974	20124	1	012800		RICHARDS	LA		000000	CLIFTON		0
32156	20124	1	012638		SCHOOL	ST		000000	CLIFTON		0
32158	20124	1	012640		SCHOOL	ST		000000	CLIFTON		0
32159	20124	1	012641		SCHOOL	ST		000000	CLIFTON		0
32162	20124	1	012644		SCHOOL	ST		000000	CLIFTON		0
32163	20124	1	012649		SCHOOL	ST		000000	CLIFTON		0
354938	20124	1	012651		SCHOOL	ST		000000	CLIFTON		0
354939	20124	1	012653		SCHOOL	ST		000000	CLIFTON		0
401714	20124	1	012627		WATER	ST		000000	CLIFTON		0
401715	20124	1	012631		WATER	ST		000000	CLIFTON		0
398250	20124	1	012638		WATER	ST		000000	CLIFTON		0
397513	20124	1	012642		WATER	ST		000000	CLIFTON		0
398251	20124	1	012646		WATER	ST		000000	CLIFTON		0
401294	20124	1	012648		WATER	ST		000000	CLIFTON		0
395570	20124	1	012651		WATER	ST		000000	CLIFTON		0



Minutes  
Clifton Town Council Meeting  
Tuesday, November 6, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from October 2, 2001, Town Council meeting. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve Clifton Horse Society caroling event on December 8, 2001. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
3. Results of annual Golf Tournament in Herndon: Clifton placed second.
4. Trail report:
  - a. Clifton Heights trail has been completed, with financial help from Bill Hazel
  - b. Taylor property trail (Clifton Creek Road and Main Street): Scouts will construct path that will connect to Clifton School
5. Christmas Homes Tour: Margo mentioned possibility of having Santa make a stop in Clifton on his train ride to and from Manassas on December 8. She will be checking into this.
6. Haunted Trail report: Margo Buckley. This event made the town \$7000 this year, but involved a tremendous amount of work, especially the rounding up of generators needed for the park. Margo brought up the idea of installing a permanent power pole that would be positioned in the middle of the park.
7. Motion made to have town contract with Welcome Home, Inc., ready for next Town Council meeting in December. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
8. Motion made to reconsider minutes from October 2, 2001, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Motion made to make the following revisions in these minutes:
  - a. Item 14: Correction of Welcome Home, Inc., to read Welcome Homes Affordable Housing, Inc.
  - b. Item 4d: Include the words "at their own risk" after "permission for this event"
  - c. Item 4d: omit the last sentence

Motion passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

9. Planning Commission: Bill Hollaway
  - a. Parkerson deck use permit. Motion made to approve, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - b. R.J.L. use permit for Caples property on corner of School Street and Clifton Road. Bill discussed the drain field and tree issue on slope, as well as the problem with the three wells. He asked for town approval of this use permit with the understanding these issues would be resolved. Motion made to approve, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - c. Discussion of R.J.L. application to create a temporary road by Clifton School in order to provide access for construction vehicles to Taylor property building site

d. County Pump and Haul use permit: more information is needed before the Town Council can vote on it. An easement will also be needed for a bigger piece of land required to accommodate new facility. This must be worked out with property owner, Richard King.

e. Clifton Heights Lane parking issue: question of egress/ingress, and safety concerns when too many cars are parked on both sides of the street. The Clifton Heights Home Owners Association will be contacted and problem discussed at the next Town Council meeting in December. (It will two more months until VDOT deems this a public road, at which time they can place their standard No Parking signs.)

10. Clifton's 100th Anniversary update: Lynne Garvey Hodge. The idea of a Centennial clock in Ayre Square, and ways the town might fund such a purchase, were discussed. The cost of such a clock would be approximately \$9500.

11. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

**R.J.L. ASSOCIATES, INC.**

**BUILDERS AND DEVELOPERS**

*Call on Monday*

Memo: November 19, 2001

To: James Chelsey & [REDACTED]  
Town of Clifton

From: Chip Paciulli

Ref: Taylor Property

On March 26, 2001 our Use Permits for lots at the Taylor Property were approved. We have not received the permits from the Town of Clifton and would like them for our files. Thank you in advance for your assistance in this matter.

OCP:db

*\* Approved by Planning Comm - not T.C.?*  
*\* Check on April*  
*Motion failed on June 5th T.C. mtg.*  
*Public Mtg. held July 9?*  
*July 10 T.C. / nothing*  
*at any T.C. mtg. Specimens*  
*of driveway issue*  
*Use permit not approved*

# R.J.L. ASSOCIATES, INC.

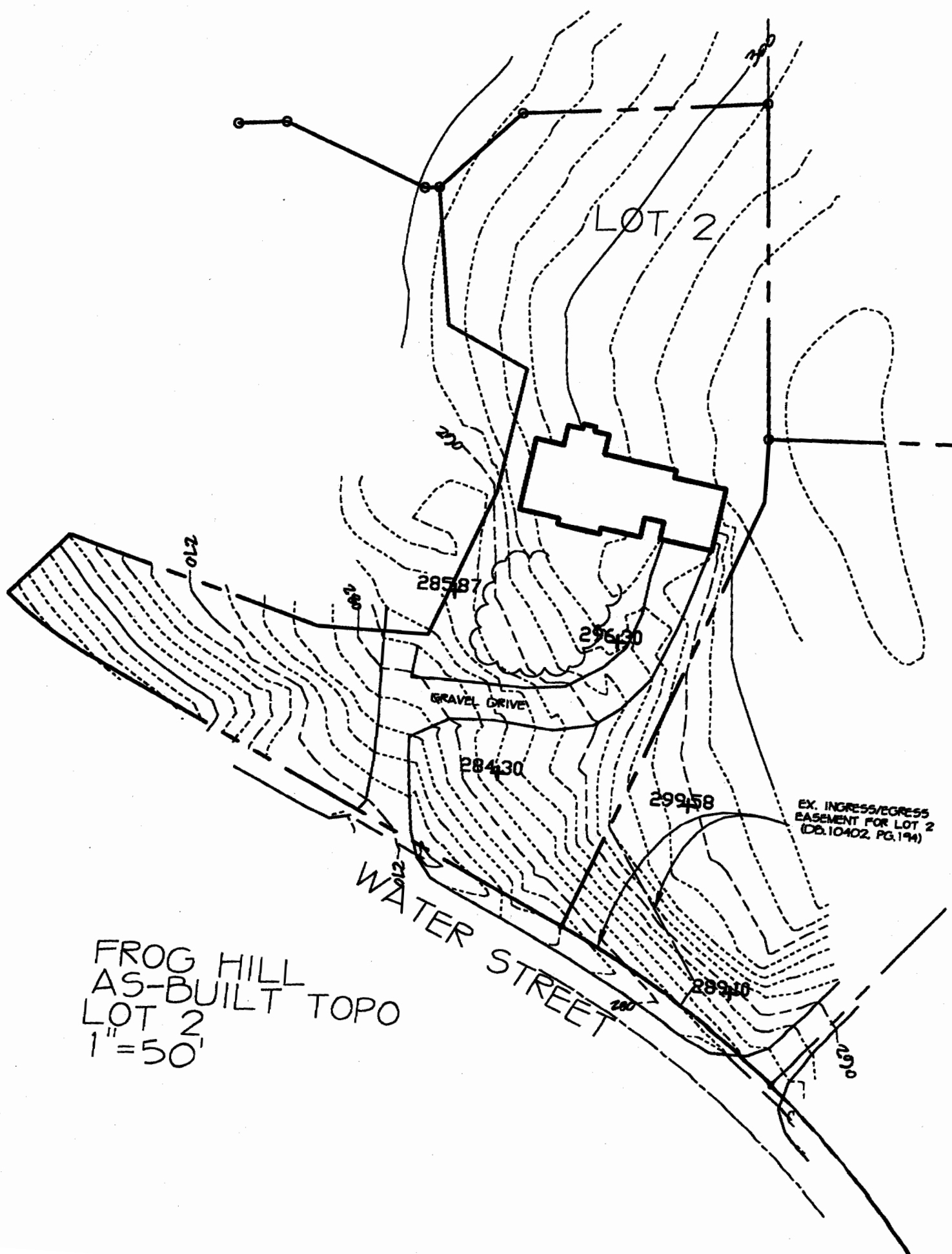
BUILDERS AND DEVELOPERS

Memo: November 14, 2001  
To: Town of Clifton  
From: Orlo C. Paciulli, III  
Ref: Revision to the alignment of the Lot 2 Frog Hill driveway

As the construction draws to a close it is now time to pave our driveway. It has been expressed that a single drive would provide a better product to the end user on this lot. Attached is a site plan showing a drive that provides for such an option.

OCP:db

File: F/H, Lot 2



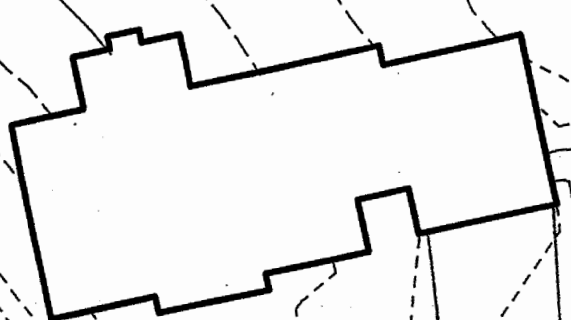
FROG HILL  
 AS-BUILT TOPO  
 LOT 2  
 1"=50'





NOTES:

- 1) ASBUILT TOPO BY <sup>290</sup> KENDALL SURVEYS
- 2) PROPOSED DRIVE GRADE IS 17% TO 20% AT HIGHEST SLOPE
- 3) 2:1 SLOPES TO BE STABILIZED IN ACCORD WITH PFM 6-1503.4
- 4) PLACE SILT FENCE AROUND THE ENTIRE DISTURBED AREA. WORK TO BE COMPLETE IN 7 WORKING DAYS.



285187

296130

299158

284130

GRAVEL DRIVE TO BE PERFORMED

11" WALL

WATER STREET



REVISED DRIVE

LOT 2

FROG HILL

TOWN OF CLIFTON, VIRGINIA

SCALE 1" = 30'

Nov. 2001

**CLIFTON PLANNING COMMISSION  
TOWN OF CLIFTON, VIRGINIA  
APPLICATION FOR USE PERMIT**

The undersigned hereby applies for a Use Permit pursuant to Article 2, Section 9-10 of the Zoning Ordinance of the *Code of Town of Clifton, Virginia*. The undersigned has enclosed herewith a check made payable to the "Town of Clifton" for the required application review fee.

Date Submitted to Town Clerk: 11/15/01  
Date Submitted to Chairman of Planning Commission: 11/15/01

1. Type:  Construction  Residential  Non-Residential  Home Business
2. Name of Applicant: JIM SWING
3. Owner of Property: JIM SWING
4. Name of Business/Organization: N/A
5. Owner of Business/Organization: N/A
6. Address of Premises: 7014 NEWMAN RD.
7. Tax Map Number: 0754 02 0006B
8. Attach Copy of Plat for Property:  Plat Attached
9. Attach Floor Plan (All Non-Residential and Home Business):  Floor Plan Attached
10. Zoning District of Premises:  
 Residential  Commercial  Agricultural  Industrial
11. Describe Purpose of Application:  
Add Additions to existing house + construct detached Garage.

12. If Commercial, Home Business, Agricultural or Industrial:

- Describe Operation: \_\_\_\_\_
- Number of Employees: \_\_\_\_\_
- Days and Hours of Operation: \_\_\_\_\_
- Number of Client Visits per Day: \_\_\_\_\_
- Square Footage of Premises: \_\_\_\_\_
- Number of Off-Street Parking Spaces Available: \_\_\_\_\_
- Number of Off-Street Parking Spaces Required: \_\_\_\_\_
- For Home Business Only, Gross Square Footage of Dwelling: \_\_\_\_\_

13. Application Fee Enclosed: \$150

(\$250 for new home or commercial construction; \$150 for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000; \$25 for all other construction, and any other use permit)

Jim Swing  
Signature of Applicant/Agent  
11/15/01  
Date

N/A  
Signature of Landlord/Lessor

P.O. Box 242  
Mailing Address

\_\_\_\_\_  
Date

Clifton Va. 20124  
City/Town, State, Zip Code

\_\_\_\_\_  
Mailing Address

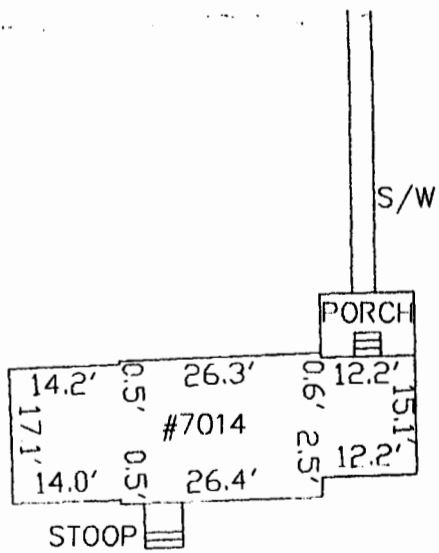
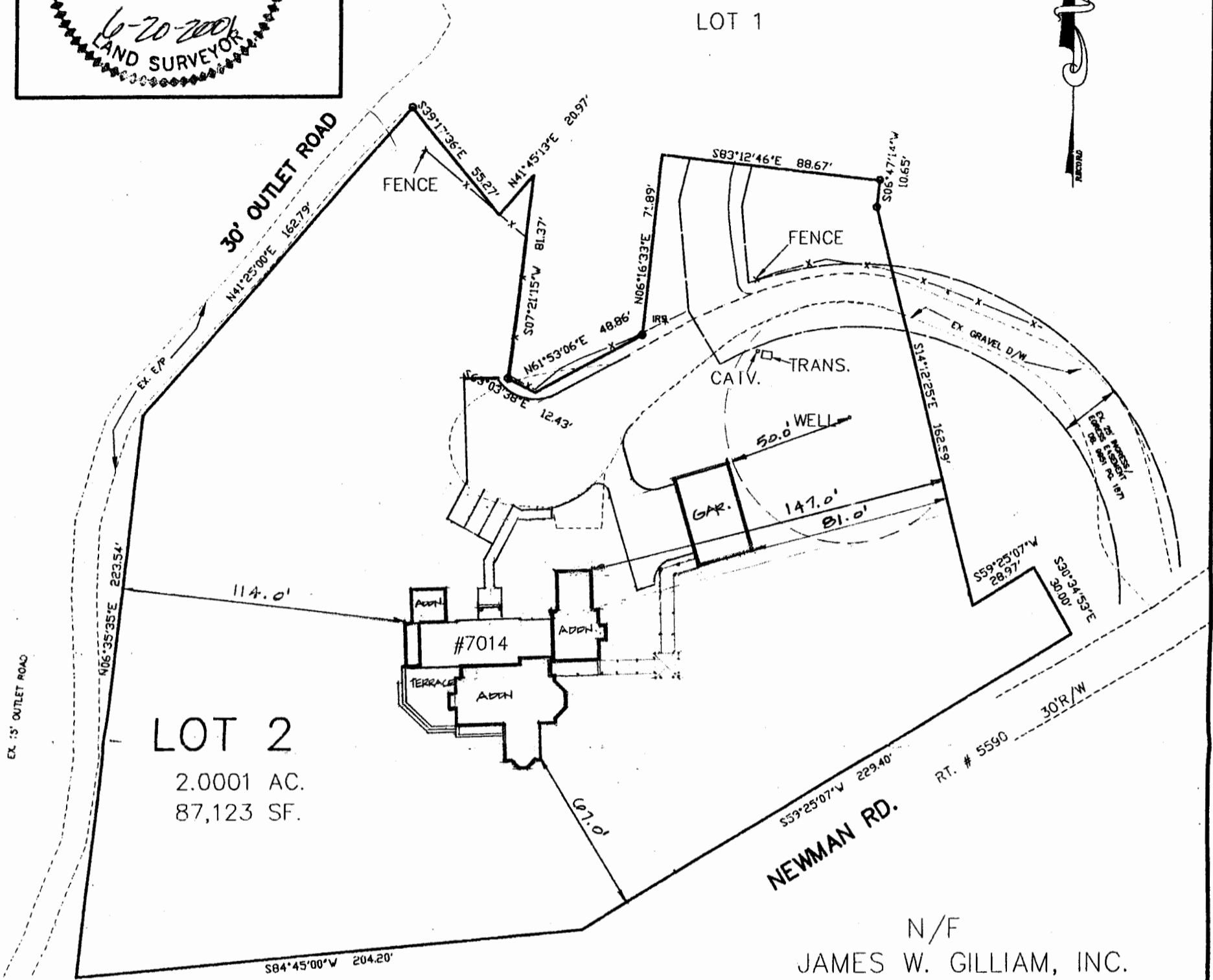
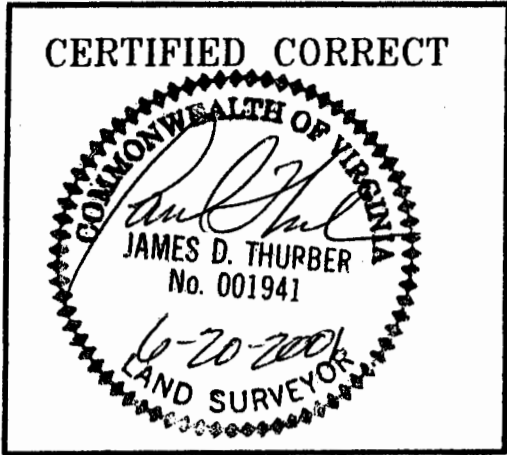
703-815-6667  
Phone Number / Fax Number

\_\_\_\_\_  
City/Town, State, Zip Code

\_\_\_\_\_  
Phone Number / Fax Number

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
E-Mail Address



HOUSE LOCATION (NTS)

NOTES:

- 1) NO TITLE REPORT FURNISHED THEREFORE ALL ENCUMBRANCES MAY NOT BE SHOWN.
- 2) THIS PARCEL IS LOCATED IN FLOOD ZONE \_\_\_\_\_ AS DEPICTED ON THE FLOOD INSURANCE RATE MAP COMMUNITY # \_\_\_\_\_ PANEL # \_\_\_\_\_ AND IS DATED \_\_\_\_\_.
- 3) FENCE LOCATIONS ARE APPROXIMATE AND DO NOT MAKE REPRESENTATIONS AS TO OWNER SHIP.
- 4) THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.
- 5) AUTHORIZED REPRODUCTIONS OF THIS SURVEY ARE AFFIXED WITH AN ORIGINAL SEAL AND SIGNATURE. THOSE REPRODUCTIONS NOT BEARING AN ORIGINAL SEAL AND SIGNATURE ARE NOT THE PRODUCT OF THE UNDERSIGNED LAND SURVEYOR AND NO CONSIDERATION SHOULD BE GIVEN TO THE INFORMATION CONTAINED THEREON.

**T.E.L.S., LTD.**  
**THURBER ENGINEERING**  
**& LAND SURVEYING**  
 10707 WOODLAND DRIVE  
 FREDERICKSBURG, VA 22407  
 PHONE: 540-371-5887 FAX: 540-371-5899

HOUSE LOCATION SURVEY

LOT 1

W.T.M. CORPORATION

TOWN OF CLIFTON, VIRGINIA

SCALE: 1" = 50' DATE: JUNE 18, 2001

CASE#:

FILE#: NEWMAN.DWG CLIENT: JIM SWING

DATE: JUNE 18, 2001 CHECKED BY: JDT

SCALE: 1" = 50' CREW: TD/JS



## The Canary Cottage

**B**uilt in 1884, The Canary Cottage began as a General Mercantile Store and through the years has been occupied as a Saloon, Bakery, Grocery, Pool Hall, Cabinet Shop and Church. An addition was made in 1926, which served as a Barber Shop. The Building was completely restored in 1965 and renovated during 2000. It is Clifton, Virginia's only Bed & Breakfast establishment.

"The Canary Cottage"

753 Main St., PO Box 110,

Clifton, Virginia 20124

(703) 322-1811 [fax] (703) 322-1856

Lynn Gervy Hodges, Proprietor

email: [BandB@canarycottage.com](mailto:BandB@canarycottage.com) web site: [www.canarycottage.com](http://www.canarycottage.com)



Pam → Attached in paper work → copies → given to  
Cliff's attorney, Rod Williams → please call if you have  
any questions! 😊 Thank

*Pam*

10/30/01

LAWSON, KIPP, FORBES & AYRES

ATTORNEYS AT LAW

10805 MAIN STREET, SUITE 200

FAIRFAX, VIRGINIA 22030

THOMAS O. LAWSON  
RALPH E. KIPP  
LAURIE E. FORBES  
BETH S. AYRES

TELEPHONE (703) 352-2600

TELECOPIER (703) 352-4190

www.lkf-law.com

October 2, 2001

BY FACSIMILE AND MAIL

Roderick B. Williams, Esquire  
Town Attorney  
Town of Clifton  
C/o Foley & Larder  
888 16<sup>th</sup> Street, N.W., 7<sup>th</sup> Floor  
Washington, D.C. 20006-4103

**RE: Deed of Consolidation  
7153 Main Street, Clifton, Virginia  
Status of Title**

Dear Mr. Williams:

This letter will certify, based upon a careful examination of the land records of the County of Fairfax, Virginia for property known as 7153 Main Street, Clifton, Virginia that:

1. The present record owner of the property is Lynne Garvey Hodge pursuant to Deed recorded in Deed Book 12157 at page 0518 among the land records of the County of Fairfax, Virginia.
2. That the legal description of the property comprising 7153 Main Street, Clifton, Virginia 20124 consists of a metes and bounds description for a 6,080 square foot parcel of land together with Lot 2 of the subdivision of William Warren and Jack G. Warren, all as being more particularly described in the proposed Deed of Consolidation enclosed herewith.
3. That real estate taxes on the subject property are paid through tax year 2000. Taxes are delinquent for the first half of tax year 2001. *2 not as of 10/2/01 - pd.*
4. The property is encumbered by two deeds of trust; the first Deed of Trust recorded in Deed Book 11190 at page 0700 and the second Deed of Trust recorded in Deed Book 11190 at page 0709, as assigned by Assignment recorded in Deed Book 11785 at page 1514, all among the land records of



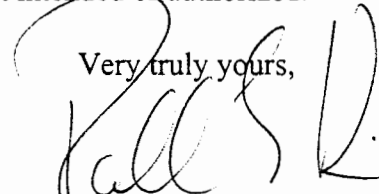
Page 2

the County of Fairfax, Virginia and as more particularly described in the proposed Deed of Consolidation enclosed herewith.

5. Taxes for the second half of the year 2001 are a lien not yet due and payable.

This letter has been prepared for the sole use and benefit of the Town of Clifton, Virginia and any other use or distribution hereof is not intended or authorized.

Very truly yours,



Ralph E. Kipp

Cc: Lynne Garvey Hodge

## DEED OF CONSOLIDATION

This Deed of Consolidation, made this 2ND day of October, 2001, by and between LYNNE GARVEY HODGE, Grantor and Grantee, LARRY ALBERSON, Trustee, Grantor and Grantee; and MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC., its successors and assigns, as nominee for HOUSEHOLD FINANCE CORPORATION, its successors and assigns, Grantor and Grantee;

WHEREAS the said LYNNE GARVEY HODGE is the record owner of those certain lots, pieces or parcels of real property, lying and being in the County of Fairfax, Commonwealth of Virginia and being more particularly described as follows:

Beginning at a point lying in the Easterly line of Main Street, said point being the Northwesterly corner of the Longer-beam lot and lies N 30 degrees 11'30" W 125.00 feet from the intersection of the Northerly side of Main Street N 30 degrees 11'30" W 63.00 feet to an iron pipe being the southwesterly corner of the A. Frank Krause lot; thence departing the said Main Street and running with the Southerly line of said Krause lot N 60 degrees 44'30" E 97.02 feet to an iron pipe lying in the Westerly line of the Burke lot; thence departing said Krause lot and running with the Westerly line of said Burke lot S 29 degrees 15'30" E 63.00 feet to a point lying the Northerly line of said Longer-beam lot; thence departing said Burke lot and running with the Northerly line of Longer-beam lot S 60 degrees 44'30" W 96.00 feet to the point and place of beginning and containing 6,080 square feet of land, more or less.

AND

Lot 2 of the Subdivision of William Warren and Jack G. Warren, his wife, as platted and recorded in Deed of Subdivision recorded in Deed Book 5555 at page 669, in Fairfax County, Virginia; and

AND BEING the same property conveyed to the said LYNNE GARVEY HODGE by Deed recorded in Deed Book 12157 at page 0518 among the land records of Fairfax County, Virginia.

WHEREAS, by Deed of Trust recorded in Deed Book 11190 at page 0700 among the said land records, LYNNE GARVEY HODGE conveyed an interest in the said real property to LARRY ALBERSON, Trustee ("Trustee") to secure a certain note payable to BANCFINANCIAL SERVICES CORP ("Noteholder"); and

WHEREAS, by Deed of Trust recorded in Deed Book 11190 at page 0709 among the said land records, the said LYNNE GARVEY HODGE did convey an interest in the said real property to LARRY ALBERSON, Trustee ("Trustee") to secure a certain deed of trust promissory note payable to BANCFINANCIAL SERVICES CORP ("Noteholder"); and

WHEREAS, by Transfer and Assignment of Note and Security Deed, Deed of Trust, Mortgage or Deed to Secure Debt recorded in Deed Book 11785 at page 1514 among the said land records the said Deed of Trust recorded in Deed Book 11190 at page 0709 was assigned to the MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC. its successors and assigns, as nominee for HOUSEHOLD FINANCE CORPORATION, its successors and assigns; and

WHEREAS, by Transfer and Assignment of Note and Security Deed, Deed of Trust, Mortgage or Deed to Secure Debt recorded in Deed Book \_\_\_\_\_ at page \_\_\_\_\_ among the said land records the said Deed of Trust recorded in Deed Book 11190 at page 0700 was assigned to the MORTGAGE ELECTRONIC REGISTRATION

SYSTEMS, INC. its successors and assigns, as nominee for HOUSEHOLD FINANCE CORPORATION, its successors and assigns; and

WHEREAS, it is the desire of the said LYNN GARVEY HODGE to consolidate the said real property aforesaid into one single lot, all as described in that certain plat dated September 24, 2001 entitled "Plat of Consolidation of the Property of Lynne Garvey Hodge" (the "Plat") drawn by Sam Whitson, L.S. attached hereto and expressly made a part hereof; and

WHEREAS, the Trustees and the Noteholders join in the execution of this Deed of Consolidation for the purpose of evidencing their respective consents to the consolidation of the said real property; said Deeds of Trust to otherwise remain in full force and effect.

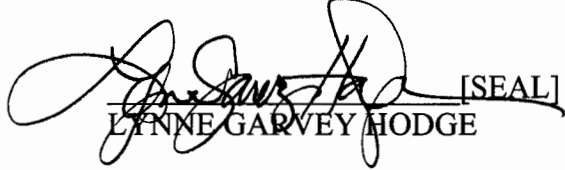
NOW, THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, LYNN GARVEY HODGE does hereby consolidate the above referenced lots, pieces and parcels of real property as described herein into one single lot to be known as Lot 2 of the Subdivision of William Warren and Jack G. Warren, all as shown on the said Plat.

THIS CONSOLIDATION is made with the free consent and in accordance with the desire of the undersigned owner and all parties having interest in the said real property, and in accordance with the statutes of the Commonwealth of Virginia governing the platting of land; said plat having been approved by the appropriate officials of the Town of Clifton, County of Fairfax, Virginia as evidenced by the signatures of said officials on the said plat.

WITNESS the following signatures and seals:

IN WITNESS WHEREOF, the parties duly executed this Deed of Lot Consolidation.

Date: 10/2/01

 [SEAL]  
LYNNE GARVEY HODGE

Date: \_\_\_\_\_

\_\_\_\_\_[SEAL]  
LARRY ALBERSON, Trustee

Date: \_\_\_\_\_

MORTGAGE ELECTRONIC  
REGISTRATION SYSTEMS, INC.,  
As Nominee for  
HOUSEHOLD FINANCE  
CORPORATION

Date: \_\_\_\_\_

By: \_\_\_\_\_ [SEAL]  
Its: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA  
COUNTY OF FAIRFAX, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2001 by LYNNE GARVEY HODGE.

My Commission Expires:  
\_\_\_\_\_

\_\_\_\_\_  
Notary Public

COMMONWEALTH OF VIRGINIA  
COUNTY OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2001 by LARRY ALBERSON, Trustee.

My Commission Expires:  
\_\_\_\_\_

\_\_\_\_\_  
Notary Public

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2001 by \_\_\_\_\_, \_\_\_\_\_ of MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC., as Nominee for HOUSEHOLD FINANCE CORPORATION.

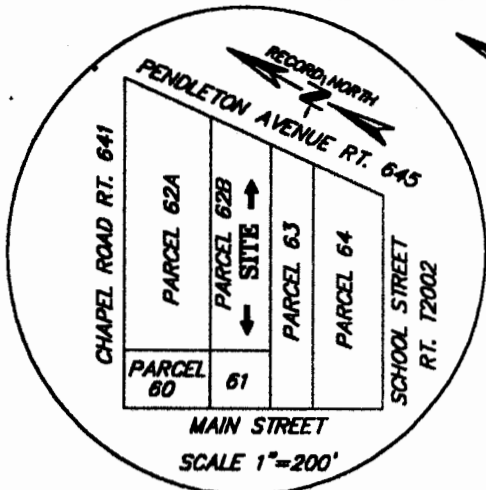
My Commission Expires:  
\_\_\_\_\_

\_\_\_\_\_  
Notary Public

APPROVED AS TO FORM:

\_\_\_\_\_ [SEAL]  
Town Attorney  
Town of Clifton, Virginia





**VICINITY MAP**

**PLAT OF CONSOLIDATION  
OF THE PROPERTY OF  
LYNNE GARVEY HODGE  
DEED BOOK 12157 PAGE 518  
BEING LOCATED AT  
#7153 MAIN STREET  
CLIFTON, VIRGINIA  
BEING COMPRISED OF  
LOT 2 OF THE  
H. WILLIAM & JACK G. WARREN SUBDIVISION  
DEED BOOK 5555 PAGE 0876  
AND  
TAX MAP PARCEL #75-4-02, PARCEL 61  
DEED BOOK 5375 PAGE 754  
SPRINGFIELD DISTRICT  
FAIRFAX COUNTY, VIRGINIA  
SCALE: 1" = 40' DATE: SEPTEMBER 24, 2001**

**NOTES:**

1. THE PROPERTY DELINEATED ON THIS PLAT ARE LOCATED ON ASSESSMENT MAP NO. 075-4-((02)) PARCELS 61 & 62B.
2. ALL PREVIOUSLY RECORDED RIGHTS-OF-WAY, EASEMENTS OR OTHER INTEREST OF THE TOWN OF CLIFTON OR FAIRFAX COUNTY REMAIN IN FULL FORCE AND AFFECT UNLESS OTHERWISE SHOWN ON THIS PLAT.
3. THIS PLAT IS BEING SUBMITTED FOR THE CONSOLIDATION OF PARCELS 61 AND 62B.

**SURVEYOR'S CERTIFICATE:**

I, L.S. WHITSON, A DULY LICENSED LAND SURVEYOR IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT THE LANDS SHOWN HEREON ARE NOW IN THE NAME OF LYNNE GARVEY HODGE RECORDED IN DEED BOOK 12157, PAGE 518 AMONG THE LAND RECORDS OF FAIRFAX COUNTY.  
I FURTHER CERTIFY THAT THE SAID PROPERTY LIES WITHIN ITS ORIGINAL TRACTS AND BEARINGS SHOWN HEREON ARE REFERENCED TO THE TRUE NORTH.

L.S. WHITSON, LS#1784 *[Signature]* DATE 9/24/2001

**OWNERS DEDICATION:**

I, LYNNE GARVEY HODGE, BEING THE OWNER OF THE LAND SHOWN HEREON, DO HEREBY ADOPT AND CONSENT TO THIS PLAT.

LYNNE HODGE

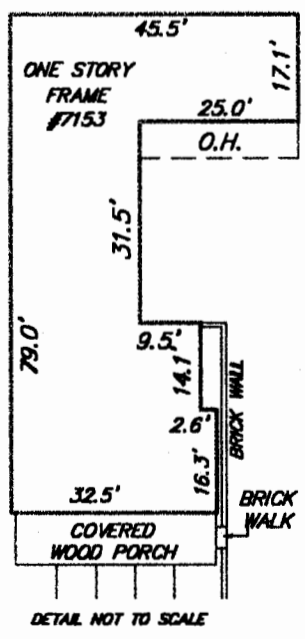
**WETLANDS STATEMENT:**

I HEREBY CERTIFY THAT ALL WETLANDS PERMITS REQUIRED BY LAW WILL BE OBTAINED PRIOR TO COMMENCING LAND DISTURBING ACTIVITIES.

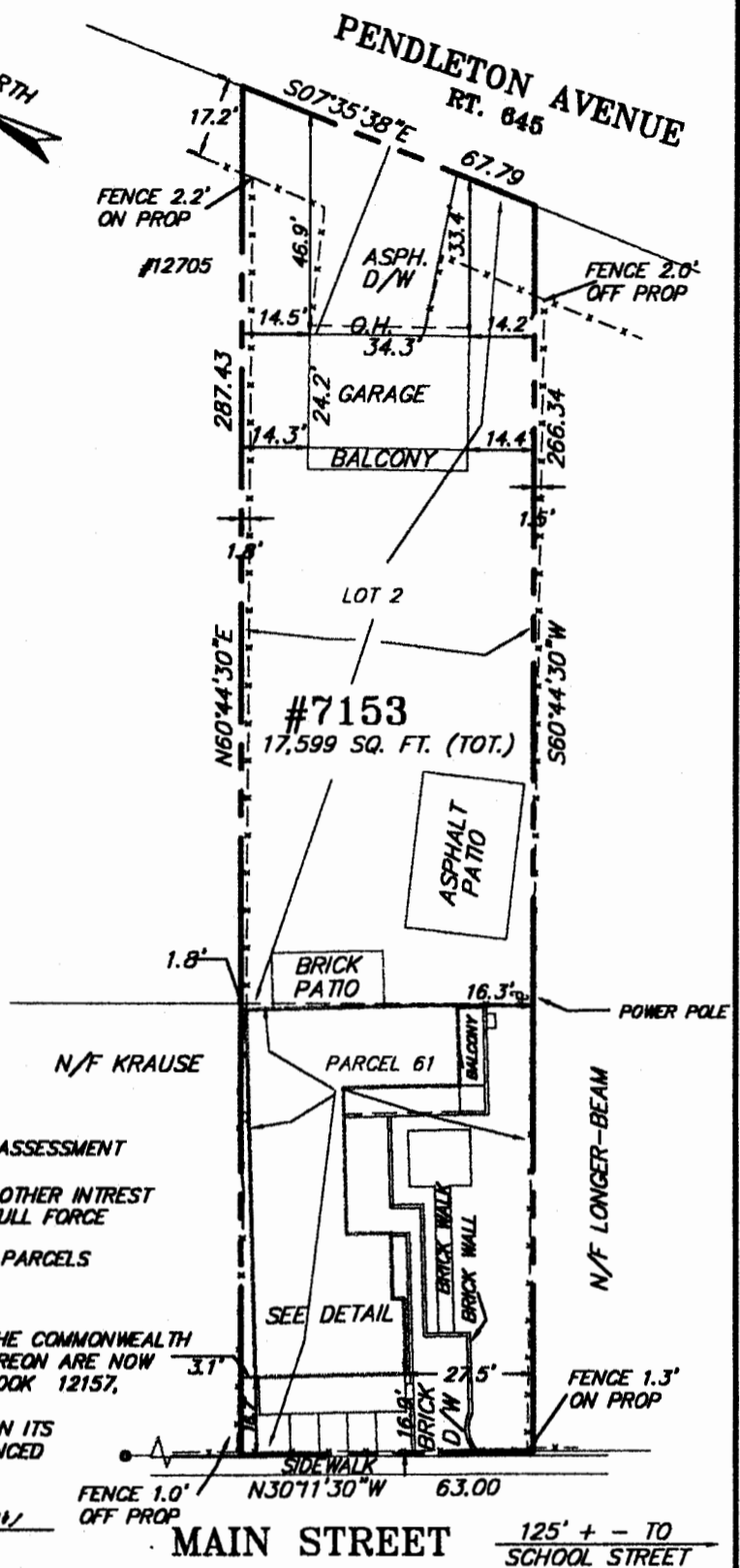
SIGNATURE: \_\_\_\_\_

OWNER/DEVELOPER: \_\_\_\_\_  
NAME TITLE

THIS SURVEY WAS ESTABLISHED BY TRANSIT AND TAPE AND UNLESS OTHERWISE SHOWN, THERE ARE NO ENCROACHMENTS. NO TITLE REPORT WAS FURNISHED AND NO CORNER MONUMENTATION HAS BEEN SET UNLESS REQUESTED.



DETAIL NOT TO SCALE



MAIN STREET 125' + - TO SCHOOL STREET

**SAM WHITSON, L.S./LAND SURVEYING**  
4302 EVERGREEN LANE, SUITE 202  
ANNANDALE, VIRGINIA 22003  
(703)-658-4070 FAX: (703)-658-4072

**OWNER: WARREN**  
**BUYER: GOLDSTEIN/HODGE**  
W.O. #99-4307 CLIENT #BL99-2898

APPLICATION FOR USE PERMIT-TOWN OF CLIFTON, VIRGINIA

Type: Residence  New Construction  Business  Home Business   
Date Submitted to Town Clerk \_\_\_\_\_  
Town Clerk's Signature: \_\_\_\_\_

The undersigned hereby applies for a Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

Name of Applicant:  
Fairfax County Department of Public Works

Name of Business (if Business Application):  
Department of Environmental Services /WCD

Owner(s) of premises or business:  
\_\_\_\_\_

Address of premises or business:  
12800 Chapel St., Clifton VA 20124

Tax map number: 075-4-02-0044 Zoning district:  Res  Comm  Other

Describe purpose of application:  
Improvements to existing sanitary sewer pump and haul facility.  
The existing system of interconnected manholes will be replaced  
by a single storage tank with the appropriate capacity and  
overflow protection.

If business or home business, days & hours of operation: \_\_\_\_\_  
The storage tank is emptied seven days a week during business hours

If business or home business, number of employees: \_\_\_\_\_ and square footage: \_\_\_\_\_

If business or home business, number of off-street parking spaces required: \_\_\_\_\_

If business or home business, describe operation: sewage collection

If business, attach building layout. Otherwise, attach copy of plat of premises.  
For home business only, gross sq. footage of dwelling: \_\_\_\_\_

Fee Enclosed \_\_\_\_\_ (\$150.00, for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000.00; \$250.00, for new home or commercial construction; or \$25.00, for all other construction, and any other use permit)

[Signature]  
(Signature of applicant/agent)

\_\_\_\_\_  
(Signature of landlord/lessor)

Fairfax County/ DPWES/WCD  
(Mailing address/Zip)

Attn: Shaikh Abdul Majid, 6000 Freds Oak Rd., Burke, VA 22015

703-239-8466  
(Telephone)

Town File  
ORIGINAL

Rec'd: \$150.<sup>00</sup>

FAIRFAX COUNTY

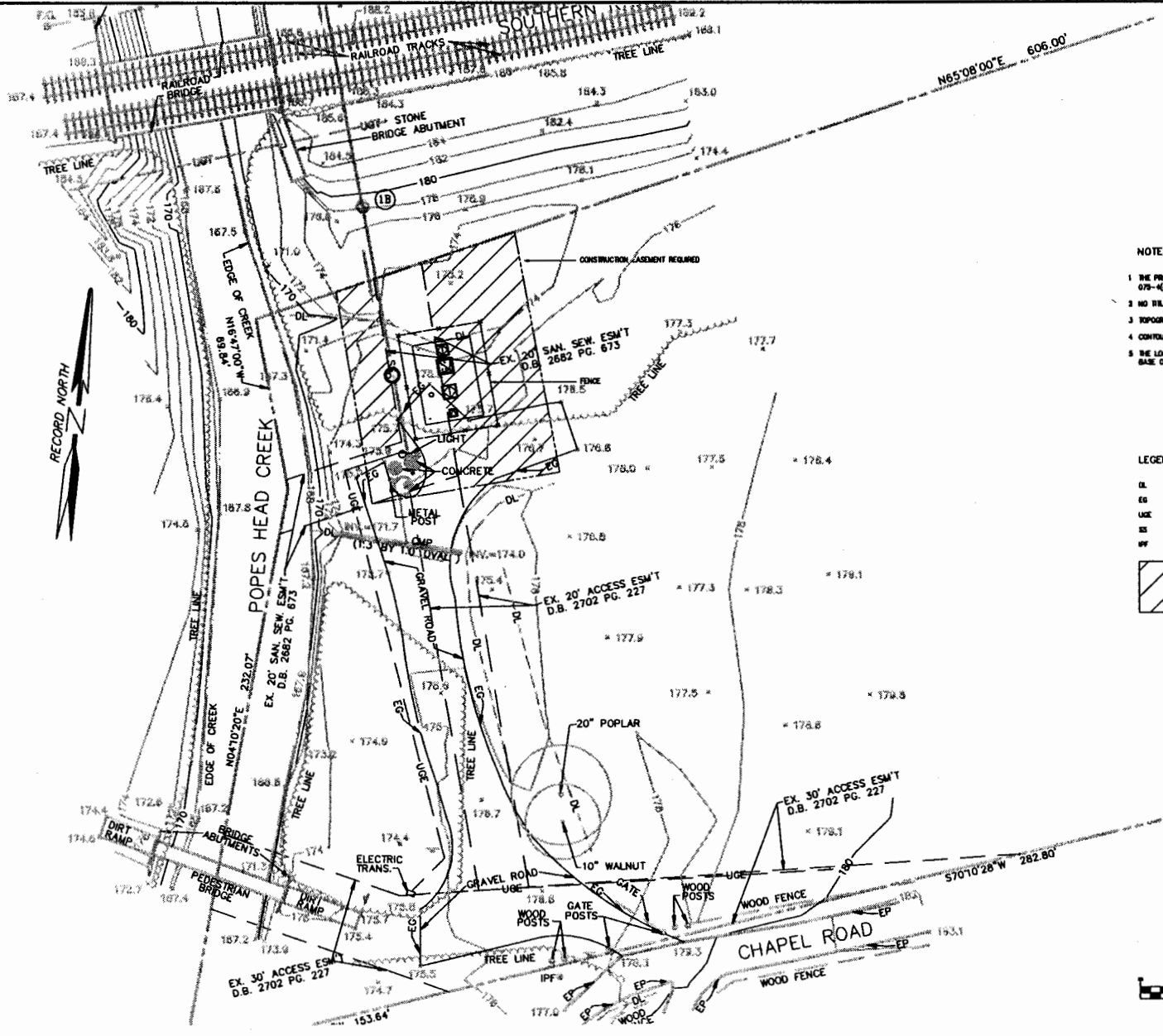


One County of Fairfax, Virginia

1-1-2000

TOPOGRAPHIC SURVEY  
ON  
THE PROPERTY OF  
RICHARD W. KING  
SPRINGFIELD SUBSET  
FAIRFAX COUNTY, VIRGINIA  
SCALE: 1"=30'  
SEPTEMBER 5, 2000  
PATTON HARRIS RUST & ASSOCIATES  
A PROFESSIONAL CORPORATION  
CONSULTING ENGINEERING - LAND SURVEYING - PLANNING  
CHANTILLY, VIRGINIA  
(703) 448-8700  
SHEET 1 OF 1 F-10827-1-0-1

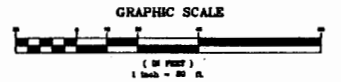
BENCHMARK  
DESIGNATION 0233, ELEVATION=182.77



VICINITY MAP  
SCALE: 1" = 200'

- NOTES:
- 1 THE PROPERTY SHOWN HEREON IS ON FAIRFAX COUNTY ASSESSMENT MAP 079-4(22)-14, AND IS OWNED BY RICHARD W. KING.
  - 2 NO FILE REPORT FURNISHED. NO EASEMENTS HAVE BEEN SHOWN.
  - 3 TOPOGRAPHIC DATA BASED ON MOND 25.
  - 4 CONTOURS ARE ON A TWO FOOT INTERVAL.
  - 5 THE LOCATION OF ALL UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE BASED ON VISIBLE EVIDENCE AND UTILITY MAPS, IF PROVIDED.

- LEGEND:
- DL BENCH LINE
  - EG EDGE OF GRAVEL
  - UGE UNDERGROUND ELECTRIC
  - ES SANITARY SEWER
  - IPF HIGH PH FOUND
  - [Hatched Box] CONSTRUCTION EASEMENT REQUIRED



DESIGNED	CB
DRAWN	CAS
CHECKED	
PROJ. ENGR.	PB
NO.	
ISSUED FOR	
DATE	
BY	
APPROVED	

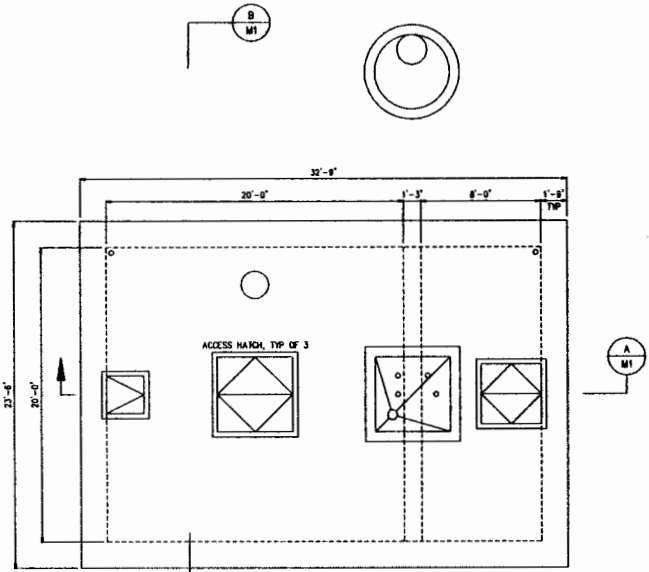
**HAZEN AND SAWYER**  
Environmental Engineers & Scientists  
11242 Napslee Mill Road, Fairfax, Va. 22030

CLIFTON PUMP AND HUAL FACILITY  
FAIRFAX COUNTY, VA  
DEPARTMENT OF PUBLIC WORKS  
AND ENVIRONMENTAL SERVICES

LAYOUT OPTION 1

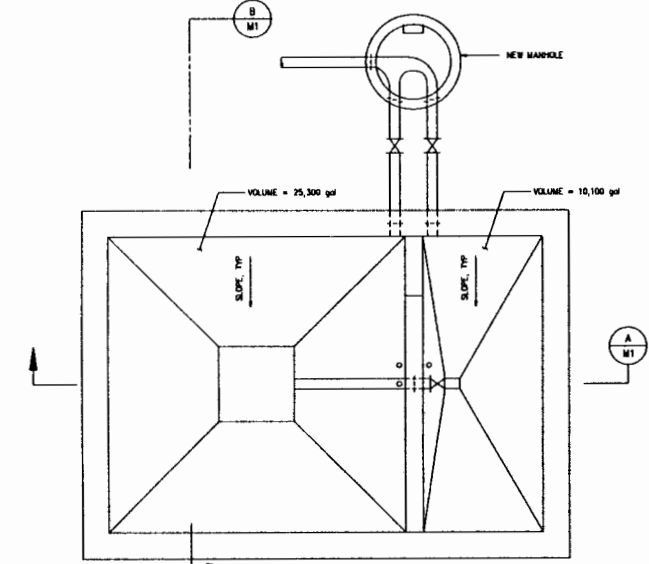
THE SCALE BAR SHOWN BELOW MEASURES ONE INCH LONG ON THE ORIGINAL DRAWING.	DATE	2000
	H & S JOB NUMBER	30521
	CONTRACT NUMBER	
	DRAWING NUMBER	C1
	SHEET	OF

NOTES:



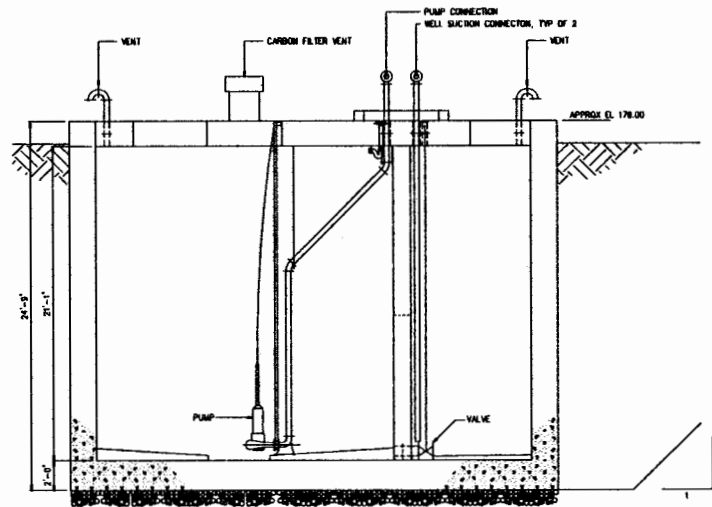
TOP PLAN

NTS



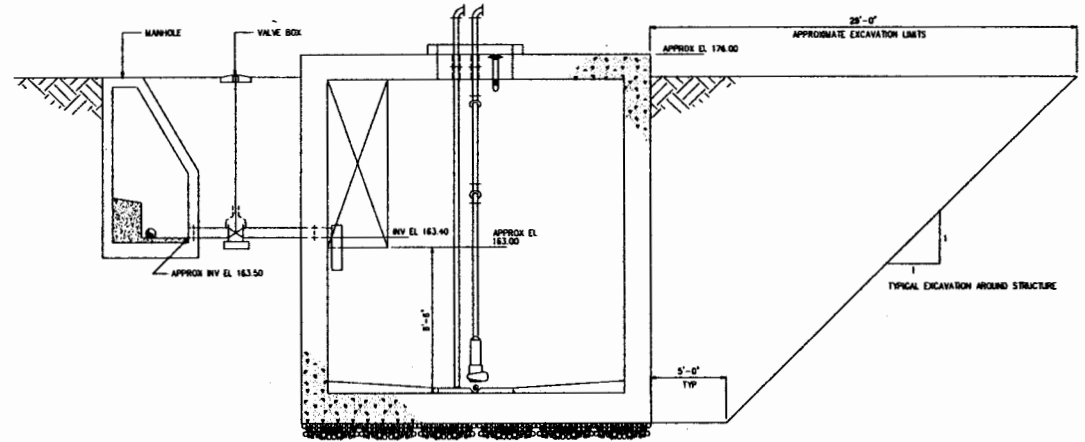
BOTTOM PLAN

NTS



SECTION A

NTS M1



SECTION B

NTS M1

DESIGNED	CB
DRAWN	CAS
CHECKED	
PROJENGR	BP
NO.	ISSUED FOR
	DATE
	BY
	APPROVED

**HAZEN AND SAWYER**  
Environmental Engineers & Scientists  
11242 Waples Mill Road, Fairfax, Va. 22030

CLIFTON PUMP AND HUAL FACILITY  
FAIRFAX COUNTY, VA  
DEPARTMENT OF PUBLIC WORKS  
AND ENVIRONMENTAL SERVICES

PLANS AND SECTIONS

THE SCALE BAR	DATE	2000
SHOWN BELOW	H & S JOB NUMBER	30521
MEASURES ONE	CONTRACT NUMBER	
INCH LONG ON	DRAWING NUMBER	M1
THE ORIGINAL	SHEET	OF



Please print the article below in your newsletter. If you have any questions, call me at (703)-277-3540. Thanks. - Bob Dively, Assistant Attorney General for No. Va.

## **Tips on Charities**

by

Bob Dively

Assistant Attorney General for No. Va.

Since the September 11<sup>th</sup> tragedy, America has seen a wonderful outpouring of charitable gifts, and as we now enter the holiday season, requests for your charity dollars will definitely pick up. Attorney General Randy Beales wants you to know your rights and the law, because it is important not to have your generous impulses abused by people more intent on making a buck than on doing good.

According to the Virginia Solicitation of Contributions Law, any charity wishing to solicit contributions must register annually with the Virginia Office of Consumer Affairs, pay a registration fee, and submit an annual financial statement, unless it obtains an exemption. (Churches, certain political parties, political campaign committees, and exempt charities are excluded.)

In addition, when making solicitations, professional solicitors must identify themselves and their employers and indicate whether they are paid to solicit. Professional solicitors are in business to make money and can legally keep a portion of the money they collect. If you are solicited for a donation, ask if he is a professional solicitor and what percentage of your donation he will keep. If you are not comfortable with the amount, you may want to consider other options for donating.

Be cautious when groups that claim to be affiliated with law enforcement or public safety solicit you. Although the words "police," "sheriff," or "firefighter" may appear in the name of the group, it may have no official connection with any genuine public safety agency or department. Call your local law enforcement or public safety department to verify the solicitor's claims. If you are interested in making a donation, ask how the group will use your money and what percentage will go to the beneficiaries as opposed to the professional organizations and solicitors.

### **TIPS FOR AVOIDING CONSUMER FRAUD**

1. For charitable solicitations that are mailed to you, read the information carefully - especially the fine print.
2. If the solicitation is for a "charity sweepstakes," be aware that "winners" in some sweepstakes may receive only a few cents and that you never have to contribute to be eligible to win.
3. Refuse to commit yourself over the telephone. Request a copy of the organization's annual report.
4. Do not judge a charity by its name.
5. Avoid cash donations. Make your checks payable to the charity, and not to an individual, and be cautious about giving your credit card number to anyone.
6. Ask for written information, including the charity's name, address and telephone number, materials outlining the charity's mission, how your donation will be used, and proof that your contribution is tax-deductible.

7. Ask for identification. Virginia law requires professional solicitors to identify themselves as such and to name the charity for which they are soliciting.
8. Call the charity. Find out if the organization is aware of the solicitation and has authorized the use of its name.
9. Know the difference between "tax-exempt" and "tax-deductible." Tax-exempt means the organization does not have to pay taxes. Tax-deductible means you can deduct your contribution on your federal income tax return. Even though an organization is tax-exempt, your contribution may not be tax-deductible. If deductibility is important to you, ask for a receipt showing the amount of your contribution and stating that it is tax-deductible.
10. Be skeptical if someone thanks you or if you receive an invoice for a pledge you do not remember making.
11. Ask how your donation will be distributed and how much will cover the charity's administrative costs. If a professional fundraiser is used, ask how much he will keep.
12. Refuse high-pressure solicitations. Do not let yourself be bullied into making a donation. Be wary of charities offering to send a courier or use an overnight delivery service to collect your donation.

If you have any questions or problems, please feel free to call my office at (703)-277-3540, or write us at 10333-B Democracy Lane, Fairfax, VA 22030, or contact

The Virginia Office of Consumer Affairs  
1100 Bank Street, Suite 100  
Richmond, Virginia 23219  
(804)-786-2042 or (800)-552-9963  
<http://www.vdacs.state.us/consumers>

Philanthropic Advisory Service  
Council of Better Business Bureaus  
4200 Wilson Boulevard, Suite 800  
Arlington, Virginia 22203-1838  
(703)-276-0100  
<http://www.bbb.org>

National Charities Information Bureau  
19 Union Square West, Sixth Floor  
New York, New York 10003-3395  
(212)-929-6300  
<http://www.give.org/index.cfm>

American Institute of Philanthropy  
4905 Del Ray Avenue, Suite 300W  
Bethesda, Maryland 20814  
(301)-913-5200  
<http://www.charitywatch.org>

- ① Minutes of 10/2: approved unanimously
- ② ~~CHS~~ CHS: Clifton Home Society  
 Caroling → Dec. 8, 2 P.M.  
 looking up in King's field  
 approved unanimously
- ③ Oct 7: Annual Golf Tournament in Herndon  
 2nd place: Clifton
- Trails Bill Hazel (\$20k job)
- ④ (a) Trail finished from Clifton Hts. subdivision -  
 nice trail, drainage system  
 → 2nd path on Taylor Clifton Creek Rd e'  
 (b) Main St. → Sents will construct  
 path to Clift. School - when  
 connect
- ⑤ Christmas Town  
VRE train ride w/ Santa beginning in  
 Manassas - Margo is wondering if train  
 could stop here on 12/8 → she will  
 check into it
- ⑥ Haunted Park (Margo) (\$7000) Profit  
 a lot of work, esp. stumps, up  
 generators  
Power Pole: a possibility for the future -  
 where to be located? - in middle of park -

3

Re: Clifton Day

7) CBA #4 - train - call VRE - program

8) Had a Contract [prop dead date]  
On or before Nov. T.C. mtg.

Welcome Home Inc.

↓  
next: Dec. T.C. →  
unanim.

9) To reconsider > motion > unanimous minutes

a) Welcome Home Affordable Housing, Inc. > reword this

b) 4d > re. CBA lot  
"at their own risk"

Motion made for these changes

10) Planning Comm

use permit

a) Larkerson: deck (lot 10, Frog Hill)

Approved by P.C. Contingent

on site inspection - this was done & found that not w/in 10' setback

- approve → unanimous -

b) RGL - revise drain field for Coplen

Lot on corner of school & Clifton

Road → tree issue on slope -

problem of 3 wells

per. b. -  
continued -

(3)

use permit w/  
letter agreement

ok w/

(120 day time limit)

Tam to write  
cover letter  
DEM of cc

} Bill will draft  
letter

Motion to approve } unanimous

(c) RJK - another application  
temp. surge construction  
by Cliff Elem. School

access

temporary road for construction  
vehicles

(d) Pump & Haul } use permit -  
more info needed -> in progress +  
no landlord signature!

Most important!

T.C.

before  
con address  
discussed on

note with  
bigger

More info  
needed as well -

lease needed for  
bigger piece of land to accommodate

Question of  
lease -> run

new  
facility

Property Visit

(4)

~~15~~ [9 residents]

① Clifton Hts. Lane parking question  
(egress/ingress) developer

health & safety issue when too many  
cars are parked on both sides of street -  
contact Home Owners Association

Put on agenda for next month

- 2 mos. until VDOT will deem it a public road -  
they can place their signs - standard, no parking  
signs

Cliftonville → Update

\$9500.00  
\* Clock } funded by -  
          } donation?

Centennial }  
Clock } Ayre  
          } Square

~~Mac~~ Mac asked about  
Items that have to  
be paid for ahead  
of time  
Ithaca #13 - scratch

Budget  
to be  
considered  
later



**December 4, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD**

**CLIFTON TOWN COUNCIL MEETING**

**AGENDA**

- |   |                   |
|---|-------------------|
| <b>1. Treasurer's Report</b>            | <b>Chesley</b>    |
| <b>2. Planning Commission</b>           | <b>Arnold</b>     |
| <b>a. Applications</b>                  | <b>Buckley</b>    |
| <b>3. ARB</b>                           | <b>Harrington</b> |
| <b>a. applications</b>                  | <b>Hollaway</b>   |
| <b>4. BZA</b>                           | <b>Nickum</b>     |
| <b>5. Clifton Heights parking issue</b> | <b>Jarrendt</b>   |
| <b>6. Other</b>                         | <b>Effros</b>     |
|   | <b>Barton</b>     |
|   | <b>Williams</b>   |
|   | <b>Wallace</b>    |

**If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-212-9. A request should be made five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.**

**Posted: Post Office and Clifton General Store**

December 4, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

- |  |            |
|--|------------|
| 1. Treasurer's Report  | Chesley    |
| 2. Planning Commission   | Arnold     |
| a. Applications  | Buckley    |
| 3. ARB     None -  | Harrington |
| a. applications  | Hollaway   |
| 4. BZA     None - Zoning Violation - Sign Popped up. Bill Hollaway | Nickum     |
| 5. Clifton Heights parking issue                                   | Jarrendt   |
| 6. Other   | Effros     |
|  | Barton     |
|  | Williams   |
|  | Wallace    |

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Posted: Post Office and Clifton General Store

December 4, 2001, 7:30 P.M.  
CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

CLIFTON TOWN COUNCIL MEETING

AGENDA

1. Treasurer's Report

2. Planning Commission  
a. Applications

3. ARB

a. applications } *Burdette deck*

4. BZA

5. Clifton Heights parking issue

6. Other

a. *Zoning violations ✓*  
b. *Street Signs ✓ (Wayne)*  
c. *Joint CBA/Town Barn Committee*

Chesley  
Arnold  
Buckley  
Harrington  
Hollaway  
Nickum  
Jarrendt  
Effros  
Barton  
Williams  
Wallace

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Posted: Post Office and Clifton General Store

Minutes  
Clifton Town Council Meeting  
Tuesday, December 4, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from November 6, 2001, Town Council meeting. Approved unanimously: Chesley, Arnold, Hollaway, Nickum.
2. Treasurer's report: Marilyn Barton. Approved unanimously: Chesley, Arnold, Hollaway, Nickum.
3. Planning Commission: Bill Hollaway
  - a. Burdette use permit for construction of deck on Clifton Heights home. Approved unanimously: Chesley, Arnold, Hollaway, Nickum.
4. H.U.D. project update: Bill Hollaway. Bill recommended that Town Council members review contract between Welcome Homes Affordable Housing, Inc. and Town of Clifton, and that signing of contract be scheduled for January meeting. Approved unanimously: Chesley, Arnold, Hollaway, Nickum.
5. Discussion of zoning violation: a sign advertising the Apollo Construction Company has been constructed without ARB approval. Royce Jarrendt will be contacted regarding this issue. It was suggested that new owners or businesses be given information in how to obtain a copy of Town Code and Ordinances when moving into Clifton.
6. Clifton Heights parking issue: six of the eight property owners of this subdivision would like to prohibit public parking along Clifton Heights Lane. Point made, however, that once this becomes a public road, it is VDOT that has the authority to place NO PARKING signs, not the homeowner association. The two choices would be designation of the road as a no parking road, or a public parking road. Homeowners said they would continue discussion of the issue at their next association meeting.
7. Discussion of deteriorating town street signs: Wayne will check into this and report back to Council.
8. CBA/Town Committee has not met as of this date.
9. There is a possibility that the Audubon Society/Webb Sanctuary and Buckley Park can be put under permanent protection as part of a conservation easement. An information meeting of the NOVA Conservation Trust will be held in January to discuss some of the ways a town can protect its natural areas.
10. Motion made to change January Town Council meeting from first to second Tuesday of the month (January 8, 2002.) Approved unanimously: Chesley, Arnold, Hollaway, Nickum.
11. Motion made to adjourn: Chesley, Arnold, Hollaway, Nickum.

Minutes  
Clifton Town Council Meeting  
Tuesday, November 6, 2001  
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from October 2, 2001, Town Council meeting. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve Clifton Horse Society caroling event on December 8, 2001. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
3. Results of annual Golf Tournament in Herndon: Clifton placed second.
4. Trail report:
  - a. Clifton Heights trail has been completed, with financial help from Bill Hazel
  - b. Taylor property trail (Clifton Creek Road and Main Street): Scouts will construct path that will connect to Clifton School
5. Christmas Homes Tour: Margo mentioned possibility of having Santa make a stop in Clifton on his train ride to and from Manassas on December 8. She will be checking into this.
6. Haunted Trail report: Margo Buckley. This event made the town \$7000 this year, but involved a tremendous amount of work, especially the rounding up of generators needed for the park. Margo brought up the idea of installing a permanent power pole that would be positioned in the middle of the park.
7. Motion made to have town contract with Welcome Home, Inc., ready for next Town Council meeting in December. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
8. Motion made to reconsider minutes from October 2, 2001, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Motion made to make the following revisions in these minutes:
  - a. Item 14: Correction of Welcome Home, Inc., to read Welcome Homes Affordable Housing, Inc.
  - b. Item 4d: Include the words "at their own risk" after "permission for this event"
  - c. Item 4d: omit the last sentenceMotion passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
9. Planning Commission: Bill Hollaway
  - a. Parkerson deck use permit. Motion made to approve, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - b. RJL use permit for Caples property on corner of School Street and Clifton Road. Bill discussed the drain field and tree issue on slope, as well as the problem with the three wells. He asked for town approval of this use permit with the understanding these issues would be resolved. Motion made to approve, passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
  - c. Discussion of RJL application to create a temporary road by Clifton School in order to provide access for construction vehicles to Taylor property building site

d. County Pump and Haul use permit: more information is needed before the Town Council can vote on it. An easement will also be needed for a bigger piece of land required to accommodate new facility. This must be worked out with property owner, Richard King.

e. Clifton Heights Lane parking issue: question of egress/ingress, and safety concerns when too many cars are parked on both sides of the street. The Clifton Heights Home Owners Association will be contacted and problem discussed at the next Town Council meeting in December. (It will two more months until VDOT deems this a public road, at which time they can place their standard No Parking signs.)

10. Clifton's 100th Anniversary update: Lynne Garvey Hodge. The idea of a Centennial clock in Ayre Square, and ways the town might fund such a purchase, were discussed. The cost of such a clock would be approximately \$9500.

11. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.



①

(All present except  
Laura & Margo)

Dec. 4, 2001  
(Last mtg. of 2001)

① Minutes approved

② Treasurer's Report } approved

Write  
use  
permit &  
mail

③ Planning Comm.

(a) Deck: lot 6, Burdette - Clifton Hts. Subdivision  
(meets set back requirements) → approved,  
unanimously

④ H.V.D. Update  
Welcome Homes. Affordable  
Housing, Inc.  
(Review by T.C. members meantime)  
Table, until Jan. mtg. }  
Signing of contract

Unanimous: Chesley, Arnold, Hollaway,  
Nickam

the Apollo group sign → Call Royce  
(Bill Hollaway)

\* Can be  
prosecuted  
by county  
(zoning  
violation)

⑤ Zoning violation issue

Sign has been constructed w/out having  
been approved by ARB - Commercial  
property?

People need copies of our CODE/  
ordinances - send out open form later  
paying for one can ~~help~~ buy a copy of the  
code

(2)

⑥ Clifton Hts. parking issue

Gary Garzinski } Nat'l Capital Lanes  
30 day notice to turn over to resident

↳ Petition from Clifton

Request: public pkg. prohibited along Clifton Hts. Lane  
(Signed by 6 of 8 property owners)

But when this becomes a public road -  
then what?

- Dedication of land (ded<sup>ed</sup> <sup>by</sup>)? to whom?
- VDOT has the power to place  
No parking signs - not Homeowner Association

Either/or → No Parking  
or

Public Parking

What is the <sup>real</sup> reason for initiating petition?

↳ Discussed at next Homeowner Assoc. Mtg.

Probably if  
because of  
Black Baptist  
church?

⑦ Deterioration of certain street  
Signs (Wayne) - Wayne  
will check

(3)

⑧ CBA / Town Committee <sup>has</sup> not yet met

⑨ VML: letter  
No losses this yr!  
Certificate of  
No workmen's Camp

Audubon

⑩ Audubon Society  
↓  
Webb Sanctuary  
Conservation easement consideration  
↓  
would not affect uses of park

also: Buckley  
permanent protection

Info mtg: NOVA  
Conservation Trust } January, 2002

Let's attend  
& find out  
about the

Great for protecting our natural  
areas going in & out of town, as well -

④

\*  
⑪) So. County Chronicle } we're not part  
of this new publication

⑫) \* Adjourn



Jan 8 } T.C. MTS } motion  
unanimous,  
Subj. to availability

Due to New Year's  
Day, January 1, 2002

✓ ~~Be~~ keep copy of this for  
T.C. members

Copy of audio on letter  
to T.C. members

Our  
next  
Council  
will be held  
at the Clayton  
Community Center  
Town  
meeting  
January 8, 2002,

TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

4-Dec-01

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$1,887
Money Market Savings Account:	\$54,966
Planning Commission Escrow: Overson	<u>\$5,681</u>
 TOTAL CASH BALANCE:	 <u><u>\$62,535</u></u>

Treasurer's Report prepared by:

Marilyn Barton  
Treasurer

12/04/01

**Town of Clifton**  
**Profit & Loss Prev Year Comparison**  
**July through November 2001**

	Jul - Nov '01	Jul - Nov '00	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Grants</b>				
<b>State</b>				
<b>Fire Program Funds</b>	14,000.00	0.00	14,000.00	100.0%
<b>Total State</b>	14,000.00	0.00	14,000.00	100.0%
<b>Total Grants</b>	14,000.00	0.00	14,000.00	100.0%
<b>Tax and Permits Revenue</b>				
<b>Utility Consumption Tax</b>	358.85	0.00	358.85	100.0%
<b>CBay Reviews</b>	0.00	50.00	(50.00)	(100.0)%
<b>Motor Vehicle Tags</b>	3,838.00	2,616.00	1,222.00	46.7%
<b>Sales Tax</b>	4,869.92	3,695.36	1,174.56	31.8%
<b>Cigarette Tax</b>	813.76	217.50	596.26	274.1%
<b>BPOL tax</b>	237.70	0.00	237.70	100.0%
<b>ABC Profits</b>	145.44	358.30	(212.86)	(59.4)%
<b>Use Permits</b>	225.00	1,075.00	(850.00)	(79.1)%
<b>ARB Permits</b>	10.00	0.00	10.00	100.0%
<b>PC-Subdivision</b>	1,500.00	0.00	1,500.00	100.0%
<b>Railroad Tax</b>	1,504.48	1,668.07	(163.59)	(9.8)%
<b>Total Tax and Permits Revenue</b>	13,503.15	9,680.23	3,822.92	39.5%
<b>Community Hall Revenues</b>				
<b>Community Hall Rentals</b>	5,075.00	3,220.00	1,855.00	57.6%
<b>Total Community Hall Revenues</b>	5,075.00	3,220.00	1,855.00	57.6%
<b>Book Sales Income</b>	0.00	0.00	0.00	0.0%
<b>Haunted Trail Event</b>	0.00	6,057.00	(6,057.00)	(100.0)%
<b>Clifton Day Revenues</b>	863.40	879.00	(15.60)	(1.8)%
<b>Farmers' Market Income</b>	0.00	256.00	(256.00)	(100.0)%
<b>Park Rental</b>	100.00	400.00	(300.00)	(75.0)%
<b>Interest Income</b>	315.04	466.37	(151.33)	(32.5)%
<b>S.R. - Litter Control Grant</b>	1,000.00	750.00	250.00	33.3%
<b>Other Income</b>	0.00	1,240.38	(1,240.38)	(100.0)%
<b>Total Income</b>	34,856.59	22,948.98	11,907.61	51.9%
<b>Expense</b>				
<b>Uncategorized Expenses</b>	0.00	0.00	0.00	0.0%
<b>Contractual</b>				
<b>Insurance</b>	1,820.00	2,233.00	(413.00)	(18.5)%
<b>Town Government</b>				
<b>Planning Commission</b>	823.00	2,747.50	(1,924.50)	(70.1)%
<b>Total Town Government</b>	823.00	2,747.50	(1,924.50)	(70.1)%
<b>Professional Fees</b>				
<b>Legal Fees</b>	3,830.00	3,500.00	330.00	9.4%
<b>Total Professional Fees</b>	3,830.00	3,500.00	330.00	9.4%
<b>Rent</b>				
<b>Railroad Siding Rental</b>	100.00	100.00	0.00	0.0%
<b>Ayre Square Rental</b>	456.70	456.70	0.00	0.0%



12/04/01

**Town of Clifton**  
**Profit & Loss Prev Year Comparison**  
**July through November 2001**

	Jul - Nov '01	Jul - Nov '00	\$ Change	% Change
<b>Total Rent</b>	556.70	556.70	0.00	0.0%
<b>Town Maintenance</b>				
Beautification Comm.	110.00	2,234.00	(2,124.00)	(95.1)%
Grounds Maintenance	422.21	670.00	(247.79)	(37.0)%
Town Hall Maintenance	63.90	0.00	63.90	100.0%
Ayre Square Maintenance	50.00	0.00	50.00	100.0%
<b>Total Town Maintenance</b>	646.11	2,904.00	(2,257.89)	(77.8)%
<b>Town Services</b>				
Grass Mowing	3,000.00	2,250.00	750.00	33.3%
Trash Collection	705.85	704.62	1.23	0.2%
<b>Total Town Services</b>	3,705.85	2,954.62	751.23	25.4%
<b>Utilities</b>				
Gas and Electric	187.23	203.05	(15.82)	(7.8)%
Water	142.25	137.75	4.50	3.3%
<b>Total Utilities</b>	329.48	340.80	(11.32)	(3.3)%
<b>Legal Advertising</b>	0.00	186.44	(186.44)	(100.0)%
<b>Dues and Subscriptions</b>	306.00	145.00	161.00	111.0%
<b>Mayoral Reimbursement</b>	867.66	198.74	668.92	336.6%
<b>Caboose Expenses</b>				
Caboose Electric	93.81	92.97	0.84	0.9%
Caboose - Trentane Gas	102.30	121.31	(19.01)	(15.7)%
<b>Total Caboose Expenses</b>	196.11	214.28	(18.17)	(8.5)%
<b>Community Hall Expenses</b>				
C.H.-Equipment	189.66	1,541.27	(1,351.61)	(87.7)%
C.H.-General Maintenance	334.35	1,110.90	(776.55)	(69.9)%
C.H.-Cleaning	900.00	1,000.00	(100.00)	(10.0)%
C.H. Floors	500.00	0.00	500.00	100.0%
C.H. - Electric	3,211.88	2,012.33	1,199.55	59.6%
C.H.-Management Fee	1,665.00	640.00	1,025.00	160.2%
<b>Total Community Hall Expenses</b>	6,800.89	6,304.50	496.39	7.9%
<b>Clifton Day Expenses</b>	939.00	0.00	939.00	100.0%
<b>Miscellaneous</b>	0.00	78.30	(78.30)	(100.0)%
<b>Total Contractual</b>	20,820.80	22,363.88	(1,543.08)	(6.9)%
<b>Car Show Expense</b>	125.00	125.00	0.00	0.0%
<b>Haunted Trail Expenses</b>	408.10	0.00	408.10	100.0%
<b>Commodities</b>				
Copies	31.18	13.12	18.06	137.7%
Postage and Delivery	236.40	79.53	156.87	197.3%
Office Supplies	65.23	3.85	61.38	1,594.3%
License Plates	520.00	0.00	520.00	100.0%
Miscellaneous	635.56	125.14	510.42	407.9%
<b>Total Commodities</b>	1,488.37	221.64	1,266.73	571.5%
<b>Fed Fund-Transportation Proj</b>				
F.F.- Transp. Project-Trails	1,037.82	0.00	1,037.82	100.0%

12/04/01

**Town of Clifton**  
**Profit & Loss Prev Year Comparison**  
**July through November 2001**

	<u>Jul - Nov '01</u>	<u>Jul - Nov '00</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Total Fed Fund-Transportation Proj</b>	<u>1,037.82</u>	<u>0.00</u>	<u>1,037.82</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>23,880.09</u>	<u>22,710.52</u>	<u>1,169.57</u>	<u>5.2%</u>
<b>Net Ordinary Income</b>	<u>10,976.50</u>	<u>238.46</u>	<u>10,738.04</u>	<u>4,503.1%</u>
<b>Net Income</b>	<u><u>10,976.50</u></u>	<u><u>238.46</u></u>	<u><u>10,738.04</u></u>	<u><u>4,503.1%</u></u>

# LEGISLATIVE DAY

V M L



V A C O

## VML, VACo co-sponsor 2002 Legislative Day Jan. 31

The Virginia Municipal League and the Virginia Association of Counties are cosponsoring a legislative day, scheduled the afternoon of Jan. 31 at the Richmond Marriott (500 E. Broad St.). VML and VACo staff members will report on legislation affecting local governments, then local officials are encouraged to go to the state Capitol to participate in committee meetings and lobby state legislators. In the evening, local officials are strongly encouraged to take their state legislators to dinner. Please invite them soon.

To register, mail this form and a check (payable to VML) for \$20 per person to:  
VML, P.O. Box 12164, Richmond, VA 23241.

Officials who need to stay overnight at the Marriott can get a special rate of \$95 for a single or double room. Call the Marriott at (800) 228-9290.

For more details, call VML at (804) 649-8471 or VACo at (804) 788-6652.

### PROGRAM SCHEDULE:

9 a.m. VML Executive Committee/VACo Board of Directors  
11 a.m. Registration  
Noon VML and VACo staff legislative briefings (box lunch provided)  
Afternoon Visits to state Capitol  
Evening Make plans now to take your state legislators to dinner

These people will attend Legislative Day. Accompanying this form is a check for \$20 per person.

Name \_\_\_\_\_ Name \_\_\_\_\_

Title \_\_\_\_\_ Title \_\_\_\_\_

Name \_\_\_\_\_ Name \_\_\_\_\_

Title \_\_\_\_\_ Title \_\_\_\_\_

County/City/Town/Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Special Accommodations \_\_\_\_\_

(attach a list of additional names with titles)

## Richmond Marriott Reservation Request

500 E. Broad St., Richmond, Va. 23219, (800) 228-9290, fax (804) 788-1230

The Richmond Marriott is pleased that you have chosen us for your upcoming visit. Our staff looks forward to serving you. When making your reservation, please:

- (1) Enclose a check or money order covering the first night's stay or
- (2) Send us the entire number of your credit card: American Express, Diners Club, Visa, Master Card or Discover. Don't forget to include the expiration date and your signature.

Our new express check-in is designed to get you into your room as quickly and pleasantly as possible. To make sure you are able to enjoy express check-in, we will bill the credit card number you give us for your room unless advised of a change before or upon arrival. Express check-in is offered in all possible cases but may not be available in some instances due to late departures.

We no longer hold reservations on a 6 p.m. basis. All reservations must have a credit card or advance deposit guarantee. Deposits will be refunded only if cancellation notice is given at least 48 hours before arrival. Please return the bottom part of the reservation request.

---

### VML/VACo Legislative Day

Jan. 31, 2002

Rate: \$95 single or double      Cutoff date: Jan. 15, 2002

Name (please print) \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Arrival date \_\_\_\_\_ Departure date \_\_\_\_\_ Time of arrival \_\_\_\_\_

Honored guest number \_\_\_\_\_

### Requested room type

Every attempt will be made to accommodate your requested room type.

king bed smoking       two double beds smoking       no preference  
 king bed non-smoking       two double beds non-smoking       confirmation required

Please reserve \_\_\_\_\_ number of rooms for \_\_\_\_\_ people

Name(s) of person(s) sharing accommodations \_\_\_\_\_

Check or money order enclosed. Amount \$ \_\_\_\_\_

American Express       Master Card       Diners Club

Visa       Discover

Credit card number \_\_\_\_\_ Expiration date \_\_\_\_\_

I authorize the Richmond Marriott Hotel to charge my account for one night's deposit and all applicable taxes.

Checkout time is noon. Rooms may not be available for check-in until after 4 p.m.

Signature \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Reservations requested before the cutoff date are subject to availability of rooms within the contracted room block. Rooms may be available after the cutoff date but not necessarily at the group rate. Any variation from the official dates is subject to availability. Apply 12.5 percent sales tax to the rates listed above.



**OFFICERS**

**PRESIDENT**

EMPORIA VICE MAYOR  
F. WOODROW HARRIS

**PRESIDENT-ELECT**

BLACKSBURG COUNCIL MEMBER  
JOYCE K. LEWIS

**VICE PRESIDENT**

HAMPTON COUNCIL MEMBER  
TURNER M. SPENCER, ED.D.

**IMMEDIATE PAST PRESIDENT**

WYTHEVILLE MAYOR  
TRENTON G. CREWE

**EXECUTIVE DIRECTOR**

R. MICHAEL AMYX

**MAGAZINE**

VIRGINIA TOWN & CITY

**Memo To:** Key Officials  
**From:** R. Michael Amyx, Executive Director  
**Date:** November 26, 2001  
**Re:** Directory Information

It has been more than a year since VML updated information for its database/directory. Virginia has recently added two new area codes since the last directory was published. We made those changes based on information obtained from Verizon.

Please review your locality listing carefully and make any changes. **DO NOT** mark through names in an unreadable manner, but rather use a simple line or X. We need to see who to delete as well as who to add.

In order to make our database queries work, we must work from the attached list of titles.

Return your corrected listing to:

**Virginia Municipal League  
Attn: Peggy Blunt  
P.O. Box 12164  
Richmond, VA 23241**

Attachments


P.O. Box 12164  
13 EAST FRANKLIN STREET  
RICHMOND, VIRGINIA 23241  
804/649-8471  
FAX: 804/343-3758  
E-MAIL: e-mail@vml.org  
www.vml.org

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# TOWN OF CLIFTON

PO Box 309

Clifton, VA 20124

(703) 830-2129 

*Population: 200*

*Size: 0.25 sq. miles*

*PDC: 8 (Northern Virginia Regional Commission)*

*Year Established: 1863*

*Year Incorporated: 1902*

*Real Estate Tax Rate: \$0.00*

*Personal Property Tax Rate: \$0.00*

*Located in: Fairfax County*

*Council Meets: 1st Tuesday 7:30 p.m.*

State Senate District(s): 39

House of Delegates District(s): 40

Congressional District(s): 10

## Town Council

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**Mayor** (301) 227-1709

James C. Chesley Fax (301) 227-5991

E-mail: CHESLEYJC@NSWCCD.NAVY.MIL

**Council Member** (703) 266-0276

Laura M. Harrington

**Council Member** (703) 815-3269

William Hollaway

**Council Member** (703) 802-0847

Marguerite Buckley

**Council Member** (703) 830-1430

Wayne H. Nickum

**Council Member** (703) 631-2060

Thomas P. McNamara

**Council Member** (703) 830-3038

William Arnold

## Municipal Officials

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**Clerk** (703) 830-9619

Pam Wallace

**Town Attorney** (202) 835-8135

Rodd Williams

**Treasurer** (703) 830-8075

Marilyn Barton



# ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)  
10/22/2001

PRODUCER (703)803-1300 FAX (703)502-4920  
Welch, Graham & Ogden Ins Inc  
14310 Sullyfield Circle  
Suite 100-B  
Chantilly, VA 20151-1629

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED Hinkel Enterprises  
2721 Berryland Drive  
Oakton, VA 22124

INSURER A: Cincinnati Insurance Company

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/>	CPP0729726	11/09/2001	11/09/2002	EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 100,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
					PRODUCTS - COMP/OP AGG \$ 2,000,000
					GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$
					AGGREGATE \$
					\$
					\$
					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS OTH-ER
					E.L. EACH ACCIDENT \$
					E.L. DISEASE - EA EMPLOYEE \$
					E.L. DISEASE - POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
Certificate Holder is additional insured

CERTIFICATE HOLDER

ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

Clifton Community Center  
Chapel Road  
Clifton, VA 20124

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Jarba M. Harbaugh*

# *Certificate of Achievement*

**Congratulations to**

***Town of Clifton***

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***No Workers' Compensation Losses  
July 1, 2000 - June 30, 2001***

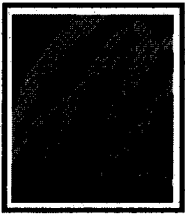


**VML**  
**Insurance**  
**Programs**

*Michael V. Wright*

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**Michael V. Wright**  
**Chair, Virginia Municipal Group**  
**Self Insurance Association**



**VML**  
Insurance  
Programs

*Dec.  
file*

December 1, 2001

Dear Member:

Congratulations on having *No Losses* for the fund year July 1, 2000 to June 30, 2001. On behalf of the Virginia Municipal Group Self Insurance Association, it is my pleasure to present the enclosed certificate as appreciation for your achievement.

Keep up the good work!

Sincerely,

*Michael V. Wright*

Michael V. Wright, Superintendent  
Radford City Schools  
Chair, Virginia Municipal Group Self Insurance Association

P. O. BOX 5340 • GLEN ALLEN, VIRGINIA 23058-5340

(804)273-0038 • TOLL FREE (800) 963-6800 (VA) • FAX (804) 273-0560



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13 EAST FRANKLIN STREET, P.O. BOX 12164  
RICHMOND, VIRGINIA 23241



Pam Wallace  
Clerk  
TOWN OF CLIFTON  
PO Box 309  
Clifton, VA 20124

20124+0309 06



LOCAL GOVERNMENTS WORKING TOGETHER SINCE 1905