



Clifton Clerk &lt;clerk@cliftonva.gov&gt;

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**RE: update from Planning Commission meeting**

1 message

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**Kathy Kalinowski** <khk@baberkal.com>  
To: Michelle Trainor <michelle.trainor@gmail.com>  
Cc: gian@pieroscorner.com, Clifton Clerk <clerk@cliftonva.gov>

Mon, Jan 4, 2021 at 12:10 PM

Dear Michelle and Gian,

As we discussed at the Planning Commission meeting on December 29, 2020, in order to go forward with your plans we need a completed application:

1. The application itself needs to be consistent and signed by the business owner and property owner;
2. It needs to set forth exactly what you want to be approved, bearing in mind that this process of public hearings for a special exception use permit should include all your plans for the property both now and in the very near future. The Town Code requires not only an application fee for each application, but for the applicant to pay the costs of the public hearing as well, so it benefits everyone to have the plan for expansion complete at the time of the public hearing and not done in stages. So for example, the outdoor seating planned should be shown and since there was discussion of building a roof over the seating, that should be included as well if that is to occur.
3. The parking plan needs to be detailed and certified by a qualified person in order to include, the amount of land disturbing activity that will result in the grading of the lot and creation of new spaces, etc, and since there is a new survey, the plan should show all setbacks and other important areas such as the well on the new survey. In addition, the parking plan needs to address all the requirements in Section 9-13 of the Code. If your engineer or the person that will be designing this plan needs some examples of what has been done at the other properties in Town; the Town Clerk and I are happy to assist and provide that information or review any drafts in order to expedite matters.

However, having a completed application does not mean there are no other issues that will arise. For example, Fairfax County Health Department (kitchen and whether fixture units for sewer have been exceeded) review and approval and Fire Marshal occupancy certification may be required due to the indoor expansion for restaurant use. VDOT approval as to the parking entrance may also be required and is noted in the Town Code requirements.

These are all issues that arise with any restaurant use and the expansion of the use. I am attaching my December 15, 2020 email as well, since Gian mentioned he was not sure whether he had received it.

Please let me know if you have any questions as we go forward. While I always enjoy speaking to folks, since these various Code and County issues involve a lot of detail, I would much prefer we communicate in writing, to clarify issues and minimize misunderstandings.

Sincerely,

Kathy Kalinowski

Chair Clifton Planning Commission

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**From:** Kathy Kalinowski <[khk@baberkal.com](mailto:khk@baberkal.com)>  
**Sent:** Tuesday, December 15, 2020 1:31 PM  
**To:** 'Michelle Trainor' <[michelle.trainor@gmail.com](mailto:michelle.trainor@gmail.com)>  
**Cc:** [gian@pieroscorner.com](mailto:gian@pieroscorner.com); 'Clifton Clerk' <[clerk@cliftonva.gov](mailto:clerk@cliftonva.gov)>  
**Subject:** RE: Document for 12/29 planning meeting

Michelle,

Thank you for sending the additional data for your use permit application. My preliminary review indicates the following potential issues which are likely to be raised at the Planning Commission meeting, and may need resolution before your application can progress. Please note, that these are just preliminary issues and questions, and that at the meeting the Planning Commission members may raise other issues and questions.

First, with respect to the new parking plan:

1. In order to approve a new parking plan, that plan should be prepared and signed by an architect or engineer who could certify to the dimensions of the parking plan, the setbacks from all adjoining property lines which need to be shown, and the amount of land disturbing activity in number of square footage which will result.
2. The Plan would need to show the proposed size of each space and its location, the size of the aisles, the size of all areas of ingress and egress. This is an important issue in order to determine whether there actually are or can be the purported number of parking spaces. For example, with respect to the four parking spaces indicated next to Ford Lane, there actually only are three parking spaces presently, and the dumpsters. In addition, parking spaces 1 and 5 are consistently under water most of the day whenever there is any rainfall and hence likely unusable without addressing the drainage issue.
3. Given the proposed expansion of parking on the property, a workable ingress and egress area should be demonstrated.
4. A loading location properly sized would be required, given the proposed expansion and that the building would only be a restaurant use.
5. The material to be used for the parking area should be addresses as well as the manner of delineating each space.

The parking requirements are contained in Section 9-13 of the Code which can be found in its entirety on the Town website.

Second,

On November 25, 2020, I received a detailed plan for the building and the property from Mr. Ferdowski, who told me that he is the owner's engineer, hired to prepare expansion plans for the property. Those plans indicate a different parking area in the back to accommodate a back expansion and note also that the existing green area in the front of the building will become an outdoor eating area. In addition, a covered porch of 300 square feet is planned immediately next to the only ingress and egress driveway to the parking areas. You confirmed these plans to me in your email dated November 25, 2020, where you stated that the owner would be looking to do the additional improvements referenced in Mr. Ferdowski's email later. Given that any requested expansion in a restaurant use, is only authorized by special use permit; requires a public hearing; and is also subject to any conditions and requirements imposed by the Town, it will be difficult if not impossible to evaluate your proposed application changes, when an additional expansion and changes are on the immediate horizon. It will also be impossible, without addressing the entire plan, to determine the amount of land disturbing activity that will occur, which is a requirement in order to determine whether the provisions of Chapter 11 of the Code apply (the Chesapeake Bay Preservation Ordinance).

I hope this proves helpful in preparing for the Planning Commission meeting on December 29.

Sincerely,

Kathy Kalinowski

Chair, Clifton Planning Commission

**From:** Michelle Trainor <[michelle.trainor@gmail.com](mailto:michelle.trainor@gmail.com)>

**Sent:** Friday, December 11, 2020 4:52 PM

**To:** Kathy Kalinowski <[khk@baberkal.com](mailto:khk@baberkal.com)>; Clifton Clerk <[clerk@cliftonva.gov](mailto:clerk@cliftonva.gov)>; Piero mazzi <[gian@pieroscorner.com](mailto:gian@pieroscorner.com)>

**Subject:** Document for 12/29 planning meeting

Kathy,

Attached are the details regarding the cafe expansion. I will be joining the meeting on 12/29 to discuss. There are three attachments. A letter explaining the expansion and parking, a diagram of the current parking, a diagram of the proposed updated parking.

Let me know if you have any additional questions or would like me to speak to anything in particular on the 29th.

Have a nice weekend and enjoy the lovely weather.

Thanks  
michelle