TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 12644 Chapel Road, Courtyard	**Date: [Month / Year]** May 5, 2022

1. Type of Permit:	☐ Construction ☐ Preliminary Site Plans Attached	☐ Commercial ☐ Office ☐ Retail	☐ Residential	☐ Home Business (Code 9-19.c1)
	☐ Special Use ☐ Restaurant ☐ Bed & Breakfast ☐ Multi-Family	☐ Subdivision (Code Chapter 10)	☐ Boundary Line Adjustment/Lot Consolidation (Code 10-57 to Code 10-59)	☒ Public Use Monthly Farmers Market

2. Name of Applicant:	Virginia Mercantile DBA Clifton Farmers Market
Mailing Address:	12644 Chapel Road, Clifton VA 20124
Phone:	571-549-8880
Email Address:	cliftonvafarmersmarket@gmail.com
3. Name of Property Owner (if different):	Quinta Properties LLC
Mailing Address:	12644 Chapel Road
4. Name of Business / Organization:	Virginia Mercantile LLC DBA Clifton Farmers Market
5. Owner of Business / Organization:	Robin Moser
6. Tax Map Number:	23A
7. Attach a plat or plan drawn to scale showing the proposed construction, certified by an engineer, surveyor, architect, authorized to practice as such by VA, together with a surveyed plat of the property indicating all building and structure setbacks and height.	☒ Plat Attached

8. Attach Floor Plan to Scale (non-residential & home business):	☐ Floor Plan Attached			
9. Zoning District of Premises:	☐ Residential (Code 9-19) ☐ Church, Park, Community Building	☒ Commercial (Code 9-21)	☐ Agricultural (Code 9-20)	☐ Industrial (Code 9-22)
	☐ Community Open Space & Recreation (COSR) (Code 9-23A)		☐ Low Impact Commercial (Code 9-23B)	

10. Describe Purpose of Application:

Request Use Permit to allow monthly Farmers Market in the courtyard of Clifton House. Property Owners Quinta Properties (POC: Beth Walters) are supportive.

10. If Commercial, Home Business, Agricultural or Industrial:

11. Describe Operation:

One Sunday per month, between the hours of 7a-7p (typically will be 8 am-2 pm), maximum of 7 vendor tents per week set up in the courtyard/parking lot of Clifton House

11.a. If Non-Residential - Office Use: _____ **SF or Retail/Restaurant Use:** _____ **SF**

11.b. Days &Hours of Operation (include special events): One Sunday/month, 7a-7p (typically 8a-2p)

11.c. Number of Employees on Site at any One Time: 7

11.d. Number of Seats (Restaurant/Church): Total: _____. **If applicable, provide number of seats located Inside:** _____ **and; Outside:** _____

11.e. Gross Floor Area (GFA) of Building or /Premises: _____ **SF (Code 9-13)**

Net Gross Floor Area if more than one use in building: _____ **SF**

If applicable, GFA devoted to carry-out service within restaurant: _____ **SF**

11.f. Number of Off-street Parking Spaces Required: 0 **(Code 9-13)**

11.g. Number of Off-street Parking Spaces Provided* (attach parking plan to scale with dimensions identifying existing and proposed parking spaces): _____

11.h. Gross Floor Area of Dwelling (Home Business Only): _____ **SF**

12. Application Fee Enclosed: $75.00

(Fee schedule in Filing Instructions)

***PLEASE INCLUDE A PARKING TABULATION FORM FOR BUILDINGS THAT HAVE MORE THAN ONE USER IN THE BUILDING.**

Is the applicant or owner a member of a homeowners association (HOA)? □ Yes □ No If yes, please obtain the approval of the HOA prior to submission of the application.

HOA REPRESENTATIVE (NAME/SIGNATURE) _____ DATE OF HOA APPROVAL: _____

The undersigned hereby applies for a Use Permit pursuant to Article 2, Section 9-10 of the Zoning Ordinance of the Code of Town of Clifton, Virginia.

APPLICANT'S SIGNATURE: Robin Beer DATE: 5/5/2022

PROPERTY OWNER SIGNATURE: X DATE: X 5/9/22

FOR TOWN USE ONLY

RECEIPT DATE: _____ DATE APPLICATION ACCEPTED: _____

APPLICATION FEE PAID: $_____

□ APPROVED □ DISAPPROVED

PLANNING COMMISSION: _____ _____
SIGNATURE PRINT

CONDITIONS: _____

_____

_____

□ APPROVED □ DISAPPROVED

TOWN COUNCIL: _____ _____
SIGNATURE PRINT

CONDITIONS: _____

_____

_____

Gmail

Clifton Clerk <clerk@cliftonva.gov>

Use Permit - Farmer's Market

1 message

Robin Moser <vamercantile@gmail.com> Mon, May 16, 2022 at 9:09 PM
To: Clifton Clerk <clerk@cliftonva.gov>, Kathy Kalinowski <khk@baberkal.com>

Amanda/Kathy-

Here's another attempt at sending the Use Permit PDF. Please let me know if you have any trouble downloading this version.

I've just printed to hard copies that I can drop in the mail tomorrow.

For the measurements, the tents are each 10'x10', and we're suggesting up to 7 of them within the courtyard. The attached building sketch has the dimensions of the courtyard.

Let me know what else you need!

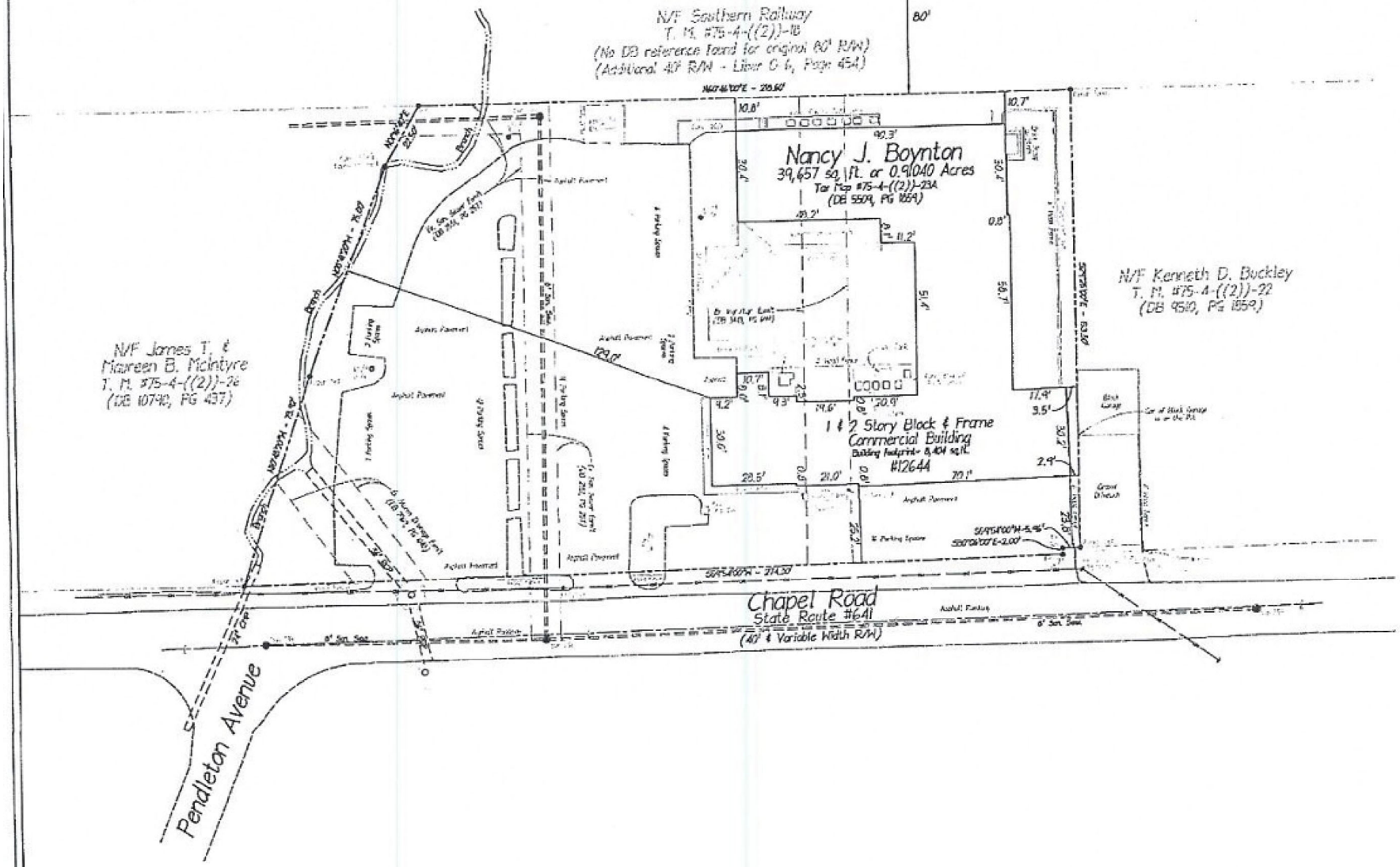
Robin Moser
Virginia Mercantile LLC

3 attachments

image0.jpeg
306K

image1.jpeg
299K

index_10_742718313(2) Combined.pdf
443K



Surveyor's Certificate

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

Thomas H. Kendall, LS #1711 Date

Graphic Scale

20 0 20 40

(1" = 20')

Town of Clifton

Commercial Parking Tabulation

Property Name: Clifton House

Address: 12644 Chapel Road

Date: 3/30/2021

Building Total Gross Floor Area: 14,616

SUITE #	TENANT NAME	NET FLOOR AREA	USE (Restaurant/Office/ Retail/Other Commercial Use)	Max. # EMPLOYEES (Retail/Restaurant only)	NUMBER OF CUSTOMER SEATS (Restaurant only)	PARKING SPACES Approved	DATE OF USE PERMIT (or Council approval)
A & B	Motier	936	Retail/Restaurant	4	14	11	3/3/2020
C & D	VACANT	856					
E	U.S. Post Office	540	Retail	3	N/A	5	2/5/1992
F	Virginia Mercantile	762	Retail	N/A	N/A	4	pending
107, 108, 109, 111, & 112	Market Financial	976	Office	N/A	N/A	5	1/5/2021
214	Coppermine Realty	956	Office	N/A	N/A	5	1/5/2021
113, 210	Anthony Reid	400	Office	N/A	N/A	2	10/6/2020
114	The Hair Garage, LLC	593	Retail	N/A	N/A	4	7/7/2020
115	GoldensHill Papercrafts	1,536	Retail	1	N/A	7	6/3/2014
200/202	Wheelhouse Pilates	885	Retail	2	N/A	5	1/5/2021
203	VACANT	773					
204, 206, 208	AG Chem/Waterworks	592	Office	N/A	N/A	3	7/5/2016
209, 211	Kohlmark Flach Architects	400	Office	N/A	0	2	10/2/2018
212	America, Inc.	1,075	Office	N/A	0	5	3/1/2016
110	Counseling for Creative	192	Office	N/A	N/A	1	6/2/2020
205, 207	WY Leadership,	425	Office	N/A	N/A	2	5/6/2020
	Total allocated parking based on Town approved	**11897**				**61**	

Total Parking Spaces Provided at 12644 Chapel Rd: **63**