

**CLIFTON TOWN COUNCIL MEETING
TUESDAY, AUGUST 3, 2021, 7:30 PM
COMMUNITY MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Vice Mayor Regan McDonald; Councilmember Steve Effros; Councilmember Darrell Poe.
Staff: Amanda Christman, Town Clerk.
Absent: Councilmember Patrick Pline; Councilmember Lynn Screen.

The Regular Meeting was called to order by Mayor Hollaway at 7:44 PM.

Order of Business:

1. Report of the Town Clerk.

a. Approval of the Minutes.

- **Mayor Hollaway moved to approve the July 6, 2021 Minutes as revised, seconded by Councilmember Poe. The motion was approved by poll, 4-0.**

2. Report of the Treasurer.

Nick Orrison provided a brief update on the progress that he has been made in assuming the duties of Treasurer and indicated that a regular Treasurer's Report will be forthcoming at the September Council meeting.

3A. Clifton Pump & Haul Facility – DPWES Update.

Josie Rainey reiterated her request for authorization to change the pump and haul start time on Saturday and Sunday mornings to 5:30 AM and would like 12-15 feet of street parking blocked off in front of 7150 Main Street in order to provide the work trucks with sufficient turning radius onto Chapel Street, as discussed last month. She noted that weekend operations have been running at 5:30 AM so far without complaint. Kathy Kalinowski voiced concern about the noise generated by the trucks when in reverse. A memo to inform nearby residents of the proposed 5:30 AM weekend start-times will be circulated as soon as possible, which will also be emailed out to the greater community.

3. Citizen's Remarks.

None.

4. Reports of Committees.

a. Planning Commission.

See attached report.

- **Mayor Hollaway moved to approve the recommendation of the Planning Commission to approve the proposed Buckley Building parking plan at 7145 Main Street with the conditions that all the work listed in the attached report be completed no later than August 31, 2021 and that a clean copy of the plan with all the changes be submitted prior to the review of any other application with respect to 7145 Main Street, seconded by Vice Mayor McDonald. The motion was approved by poll, 4-0.**
- **Mayor Hollaway moved to approve the recommendation of the Planning Commission to issue a Use Permit for Michelle Ward for an office use for a therapy business located at 12644 Chapel Road, seconded by Councilmember Poe. The motion was approved by poll, 4-0.**
 - i. Appoint Paula Sampson to Planning Commission (term expiring February 1, 2025).
- **Mayor Hollaway moved to appoint Paula Sampson to the Planning Commission to fill an existing term which expires February 1, 2025, seconded by Councilmember Effros. The motion was approved by poll, 4-0.**

b. Report of the Zoning Administrator:

i. Update on Residential Construction Projects:

A. 7184 Clifton Road.

It was reported that the Notice of Violation was served on the builder of the project, as authorized at the July Council meeting, and that confirmation has been received that the propane tank has been relocated to the correct property.

B. 12800 Chapel Street.

It was reported that the property owner appears to be making progress toward submitting a proposed Plan of Development as required by the Town's Zoning Ordinance.

c. Architectural Review Board.

No report.

i. Appoint Dwayne Nitz to ARB (two-year term, expiring June 23, 2023).

- **Mayor Hollaway moved to appoint Dwayne Nitz to the Architectural Review Board to a two-year term which expires June 23, 2023, seconded by Councilmember Poe. The motion was approved by poll, 4-0.**

d. Board of Zoning Appeals.

i. Recommend Jim Franca to Fill BZA Vacancy (term expiring July 1, 2024).

- **Mayor Hollaway moved to recommend the appointment of Jim Franca to the Board of Zoning Appeals to fill an existing term which expires July 1, 2024, seconded by Councilmember Effros. The motion was approved by poll, 4-0.**

e. Streetscape Planning Committee.

No report.

5. Unfinished Business.

a. Replace Historic Sign, Straighten Flagpole, Street Repairs – Update.

Vice Mayor McDonald reported that the historic sign has been replaced in a safer location, the flagpole has been straightened, and the sink hole under Main Street near Ayre Square has been repaired. He noted that VDOT will perform an extensive repair of that street section once the

necessary materials have been obtained. Such activity is expected to briefly disrupt traffic on Main Street, and advance notice will be given to the community, if possible.

b. Railroad Track Safety – Update.

See report attached.

Basic information has been obtained by Councilmember Screen with regard to notifying authorities when railroad trespassing is seen, however, additional details will be sought for dissemination to the community.

c. Motorcycle Bikes & Breakfast Event Problems – Update and Police Support.

Vice Mayor McDonald updated the Council on the Town's requests that have been communicated to the event organizer, to include not blocking any driveways, not standing in the roadways, and to disperse by 11 AM. Police will be present at the next event to observe and provide support.

6. New Business:

a. Clifton Day 2021 – Authorize Clifton Day and Authorize Hanging Banner for Clifton Day.

- **Mayor Hollaway moved to authorize Clifton Day to take place on October 10, 2021 and to authorize a banner to be erected above Main Street from September 25, 2021 until October 9, 2021, seconded by Councilmember Poe. The motion was approved by poll, 4-0.**

b. Haunted Trail Event 2021 – Authorize Hanging Banner for Haunted Trail Event.

- **Mayor Hollaway moved to authorize the Haunted Trail event to take place on October 23, 2021 and to authorize a banner to be erected above Main Street from October 9, 2021 until October 24, 2021, seconded by Councilmember Effros. The motion was approved by poll, 4-0.**

c. Clifton Lions Club Pancake Breakfast.

- **Mayor Hollaway moved to authorize a banner to be erected above Main Street for the Lions Club event from October 24, 2021 until November 7, 2021, seconded by Vice Mayor McDonald. The motion was approved by poll, 4-0.**

d. Political Signs and Requirements Under the Town Ordinance.

Mayor Hollaway highlighted the signage requirements as set forth in the Zoning Ordinance, after which the Council asked the Clerk to send a notice out to the community to remind everyone of the requirements and to ask that violations be abated. The Council would like to receive input from residents on potentially updating the Ordinance.

e. Playground Inspection Report.

Vice Mayor McDonald reported that a specialist performed a safety inspection of the playground and generated a detailed report. Several findings will need to be addressed, and repair quotes will be forthcoming.

f. Revise Town Ordinance to Reflect Town Elections to be Held in November of Even Numbered Years.

A draft of the proposed revision will be circulated for review for further action, and additional details on requirements will be forthcoming.

Adopted by the Town Council as presented on September 7, 2021

7. Adjournment.

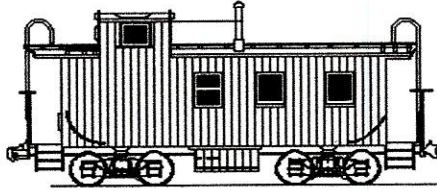
- **Councilmember Poe moved to adjourn, seconded by Councilmember Effros. The motion was approved by poll, 4-0.**

The meeting was adjourned at 8:34 PM.

PLANNING COMMISSION REPORT for July 27, 2021

Present: Terry Winkowski, Michelle Stein, Kathy Kalinowski, Susan Yantis, Jennifer Heilmann, Absent: Patrick Pline, Mac Arnold

1. The owner of 7145 Main Street, Sheldon Hofferan, submitted a new parking plat designed by Mr. Diffenbaugh, an architect, as revised June 30, 2021, which outlines the changes to be made in the parking area of 7145 Main Street. Those changes include, among others shown on the plan, the removal of the metal bar presently blocking access to the loading space; move bollards from spaces 20 and 21 in order to have spaces be the required length without intruding on the aisle width; mark the loading space with cross hatch and NO PARKING; mark with NO PARKING and cross hatches on the aisle area across from spaces 18-21, and any necessary restriping of the lot and moving the bumpers in order to obtain the necessary space size as shown on the plan. The Planning Commission recommends the approval of the new parking plan with the condition that the work set forth on the plan be accomplished by August 31, 2021 and that a clean copy of the proposed parking plan which incorporates all the changes be submitted prior to the review of any other application with respect to 7145 Main Street.
2. The Planning Commission recommends approval of a request for a use permit by Michelle Ward for an office use for a therapy business located at 12644 Chapel Road, Suites 205 and 207, for a total of 425 square feet, hours of 9AM to 9PM Monday through Friday, with the allocation of 2 parking spaces.



RESOLUTION CONCERNING THE TOWN OF CLIFTON BOARD OF ZONING APPEALS

The Mayor and Council of the Town of Clifton, Virginia hereby resolve that the following person is recommended to the Fairfax County Circuit Court for appointment as a member of the Town of Clifton Board of Zoning Appeals (the "BZA") for the term of office specified below:

<u>Name</u>	<u>Term Commencing</u> date of appointment	<u>Term Ending</u>
James P. Franca		7-1-24

CERTIFICATION

The foregoing is a true copy of the resolution duly adopted by the Mayor and Town Council of the Town of Clifton, Virginia at a meeting duly called and held on AUGUST 3, 2021.



Amanda Christman, Town Clerk



Clifton Clerk <clerk@cliftonva.gov>

Railroad Safety Update

2 messages

Lynn Screen <lscreen@cliftonva.gov> Tue, Aug 3, 2021 at 11:04 AM
To: Clifton Clerk <clerk@cliftonva.gov>, William Hollaway <whollaway@cliftonva.gov>, Regan McDonald <rmcdonald@cliftonva.gov>, Stephen Effros <seffros@cliftonva.gov>, Pat Pline <ppline@cliftonva.gov>, Darrell Poe <dpoe@cliftonva.gov>, Clifton Treasurer <treasurer@cliftonva.gov>

Dear all,

I won't be able to attend the meeting this evening due to a previously scheduled family vacation. I can give you an update on the railroad safety issue.

I met with Tim Bentley, Regional Vice President - Government Relations of Norfolk Southern Corporation. He assured me that the best thing to do when we see anyone on the tracks (or if there is an incident) is to call the number posted on the tracks- 1-800-946-4744 (crossing 714-341S). See the image below.

As for preventative measures, I am still working with him on any additional signage to make it clear that it is illegal (a misdemeanor) to be on the tracks except at official crossings. We also discussed socializing this with our local businesses and community.

Please let me know if you have any additional insights to preventing individuals from being on the tracks.

Thank you,
Lynn

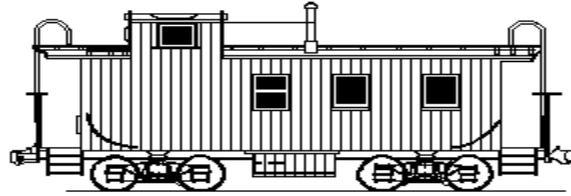
Lynn Screen <lscreen@cliftonva.gov>
To: Clifton Clerk <clerk@cliftonva.gov>, William Hollaway <whollaway@cliftonva.gov>, Regan McDonald <rmcdonald@cliftonva.gov>, Stephen Effros <seffros@cliftonva.gov>, Pat Pline <ppline@cliftonva.gov>





On Aug 3, 2021, at 11:04 AM, Lynn Screen <lscreen@cliftonva.gov> wrote:

[Quoted text hidden]



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, AUGUST 3, 2021, 7:30 PM**

**WAYNE H. NICKUM CLIFTON TOWN HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Town Council Meeting - Order of Business:

1. Report of the Town Clerk:
 - a. Approval of the Minutes (previous meetings and work sessions).
2. Report of the Treasurer.
- 3A. Clifton Pump & Haul Facility – DPWES Update.
3. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.

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

 - (i) Give their name and address;
 - (ii) Direct their remarks to the Council and not to other citizens present;
 - (iii) Be limited to one period of not over three (3) minutes, unless granted additional time by unanimous consent of the Council.

Persons requesting to speak must have registered with the Town Clerk by no later than Noon of the day of the meeting. Priority to speak shall be given to persons in the order that they registered with the Town Clerk.
4. Reports of Committees:
 - a. Planning Commission:
 - i. Appoint Paula Sampson to Planning Commission (term expiring February 1, 2025).
 - b. Report of the Zoning Administrator:
 - i. Update on Residential Construction Projects:
 - A. 7184 Clifton Road;
 - B. 12800 Chapel Street.
 - c. Architectural Review Board:
 - i. Appoint Dwayne Nitz to ARB (two year term, expiring June 23, 2023).
 - d. Board of Zoning Appeals:
 - i. Recommend Jim Franca to Fill BZA Vacancy (term expiring July 1, 2024)..
 - e. Streetscape Planning Committee.
5. Unfinished Business:
 - a. Replace Historic Sign, Straighten Flag Pole, Street Repairs – Update.
 - b. Railroad Track Safety – Update.
 - c. Motorcycle Bikes & Breakfast Event Problems – Update and Police Support.
6. New Business:
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 - b. Haunted Trail Event 2021 – Authorize Hanging Banner for Haunted Trail Event.
 - c. Political Signs and Requirements Under the Town Ordinance.

- d. Playground Inspection Report.
 - e. Revise Town Ordinance to Reflect Town Elections to be Held in November of Even Numbered Years.
7. Adjournment.