

**CLIFTON PLANNING COMMISSION MEETING  
TUESDAY, FEBRUARY 3, 7:30 PM  
WAYNE H. NICKUM COMMUNITY MEETING HALL  
12641 CHAPEL ROAD, CLIFTON, VA 20124**

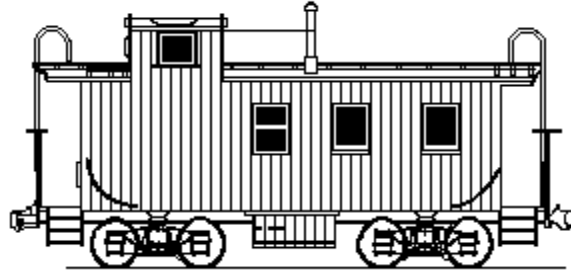
**Present:** Kathy Kalinowski, Chair; Jay Davis, Town Council Representative; Terry Winkowski; Paula Sampson; Michelle Stein  
**Absent:** Adam Trost; Laura Jane Cohen, Town Administrator  
**Staff:** Kerrie Gogoel, Town Clerk

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The Regular Meeting was called to order by Chair Kalinowski at 7:30PM. Please note that this meeting was originally scheduled for 1/27/2026; however, due to a snowstorm, the meeting was moved to 2/3/2026.

1. Approval of Minutes
  - **Member Davis moved to approve the minutes from the October 2025, meeting, and the motion was seconded by Chair Kalinowski. The motion was approved by poll, 5-0.**
2. Residential Application – 12648 Water Street
  - **Chair Kalinowski moved to approve the preliminary construction use permit in conformance with the application, plans, HOA requirements, and with the land disturbing activity of less than 2,100 square feet. The motion was seconded by Member Winkowski, and approved by poll 4-0-1. Member Sampson abstained due to conflict of interest.**
3. Non-Residential Application – 12700 Chapel Road, Inner Compass Healing, LLC.
  - a. The applicant confirmed that they are living on the premises, though this is still a commercial use permit for office space as the location is zoned commercially. Updates were made to the application to include the tax map number (075-4-02-0026) and parking (11F and 11G updated to 2 spaces).
- **Chair Kalinowski made a motion to approve the application with the understanding that the hours shown are Monday through Friday, 9-5PM as listed in the application, that there are no clients coming on site, the allocation of two parking spaces since the applicant lives there, and that**

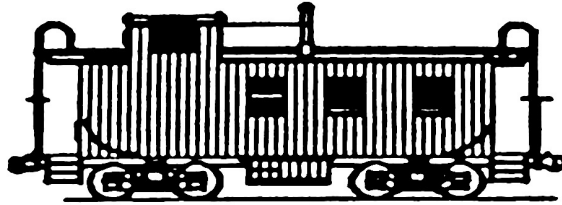
**there are no other businesses operating at the premises. The motion was seconded by Member Stein and approved by poll, 5-0.**



**CLIFTON TOWN PLANNING COMMISSION  
REGULAR MEETING  
ACACIA LODGE  
7135 MAIN STREET, CLIFTON, VA 20124**

Order of Business:

1. Approval of Minutes from previous meeting
2. Non-Residential Use Permit Application:
  - a. 12700 Chapel Road – Inner Compass
3. Residential Use Permit Application:
  - a. 12648 Water Street
4. Town Plan



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: <i>12648 Water Street</i>		Date: [Month/Year] <i>January, 2026</i>		
1. Type of Permit:	<input type="checkbox"/> Construction <input type="checkbox"/> Preliminary Site Plans Attached	<input type="checkbox"/> Commercial <input type="checkbox"/> Office <input type="checkbox"/> Retail	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Home Business (Code 9-19.c1)
	<input type="checkbox"/> Special Use <input type="checkbox"/> Restaurant <input type="checkbox"/> Bed & Breakfast <input type="checkbox"/> Multi-Family	<input type="checkbox"/> Subdivision (Code Chapter 10)	<input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation (Code 10-57 to Code 10-59)	<input type="checkbox"/> Public Use
2. Name of Applicant: <i>Paula Sampson</i> Mailing Address: <i>12648 Water Street, Clifton VA 2</i> Phone: <i>(703) 606-0764</i> Email Address: <i>paulae.sampson@gmail.com</i>				
3. Name of Property Owner (if different): Mailing Address:				
4. Name of Business / Organization:				
5. Owner of Business / Organization:				
6. Tax Map Number: <i>0754 16 0008</i>				
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.			<input checked="" type="checkbox"/> Plat Attached	

8. Attach Floor Plan to Scale (non-residential & home business):  Floor Plan Attached

9. Zoning District of Premises:	<input checked="" type="checkbox"/> Residential (Code 9-19)	<input type="checkbox"/> Commercial (Code 9-21)	<input type="checkbox"/> Agricultural (Code 9-23)	<input type="checkbox"/> Industrial (Code 9-22)
	<input type="checkbox"/> Church, Park, Community Building			
	<input type="checkbox"/> Community Open Space & Recreation (CDSR) (Code 9-23A)	<input type="checkbox"/> Low Impact Commercial (Code 9-23B)		

10. Describe Purpose of Application: Construction of a 550 s.f. garage adjacent to the existing house. Set backs are 22 feet from front property line, 12 feet on east side, 297 feet from rear. The garage does not abut the north side. The existing driveway and parking area will remain, but a 40 extension will be added.

10. If Commercial, Home Business, Agricultural or Industrial: N/A

11. Describe Operation:

11.a. If Non-Residential - Office Use: \_\_\_\_\_ SF or Retail/Restaurant Use: \_\_\_\_\_ SF

11.b. Days & Hours of Operation (include special events):

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

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: \_\_\_\_\_ (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: \$250.00  
(Fee schedule in Filing Instructions)

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: Paul Johnson

DATE: 1-15-26

PROPERTY OWNER SIGNATURE: same

DATE: \_\_\_\_\_

**FOR TOWN USE ONLY**

RECEIPT DATE: \_\_\_\_\_

DATE APPLICATION ACCEPTED: \_\_\_\_\_

APPLICATION FEE PAID: \$ \_\_\_\_\_

APPROVED

DISAPPROVED

PLANNING COMMISSION: \_\_\_\_\_

SIGNATURE

PRINT

CONDITIONS: \_\_\_\_\_

APPROVED

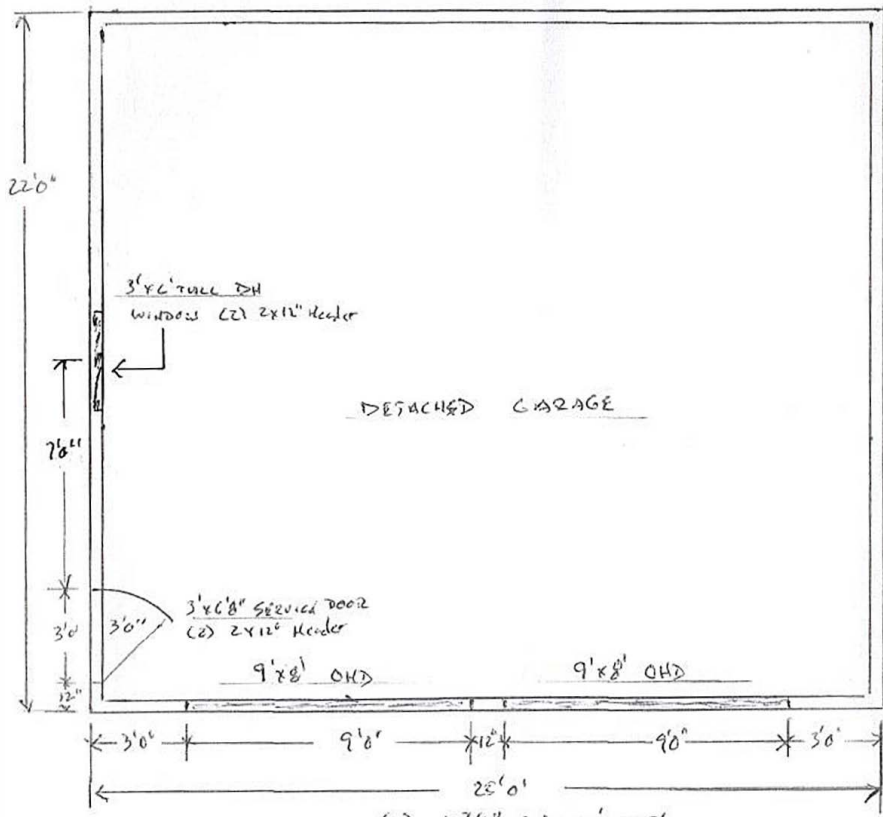
DISAPPROVED

TOWN COUNCIL: \_\_\_\_\_

SIGNATURE

PRINT

CONDITIONS: \_\_\_\_\_

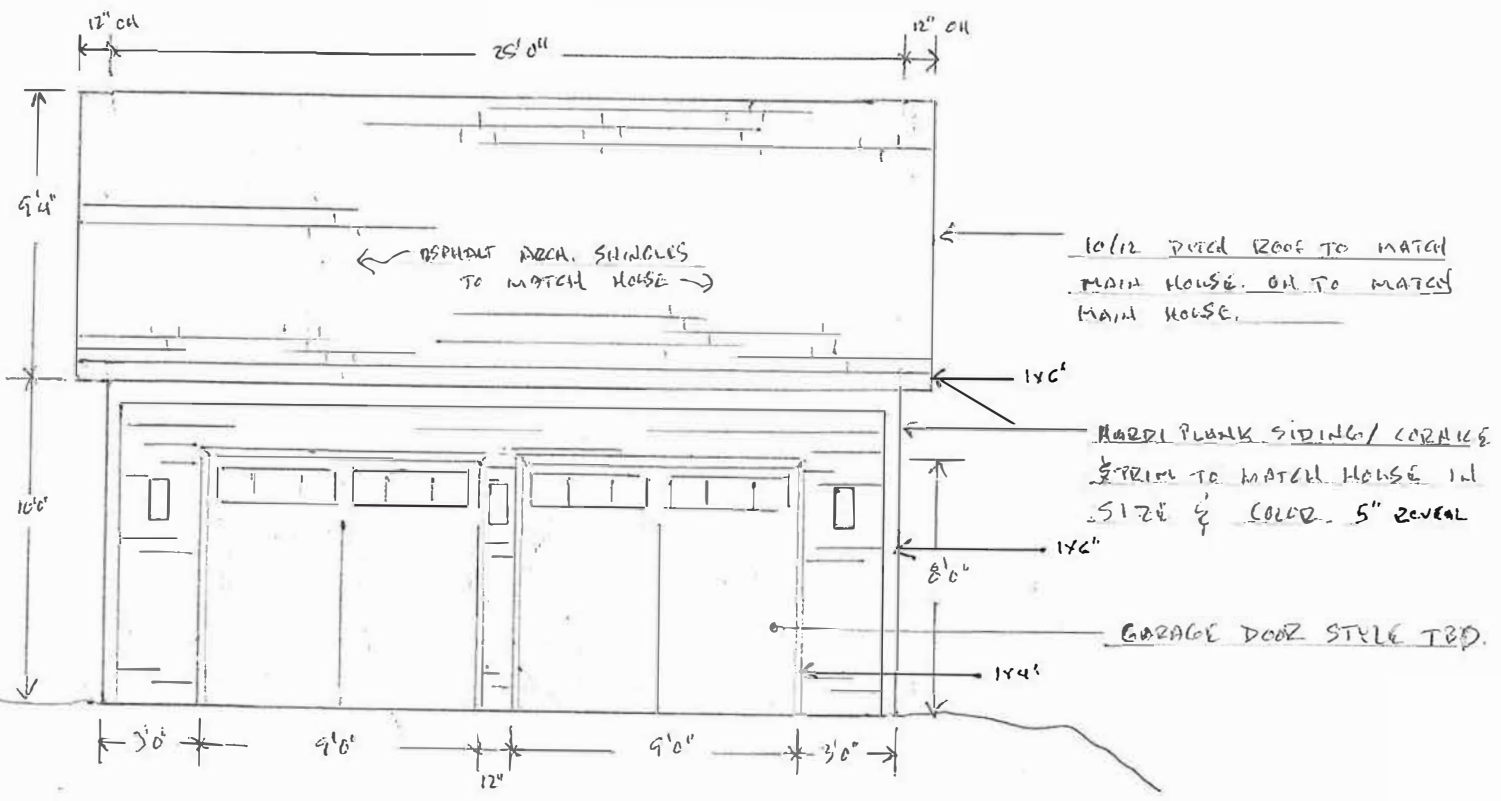


(2) 11 7/8" x 2.0 LVL'S x 25'

FLOOR PLAN

1/4" = 1'

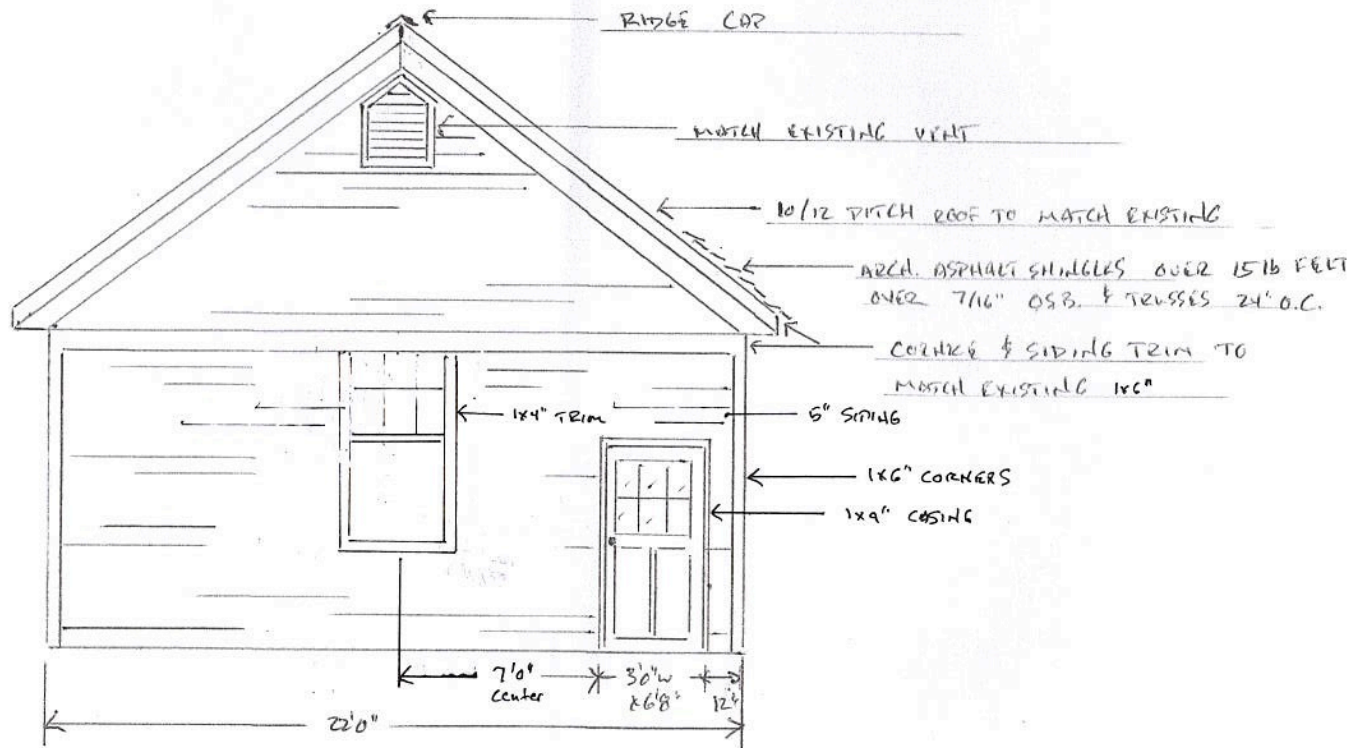
PAVING SUBMITTAL 126483 WICKER ST. CLIFTON VA. 20124  
 DRAWN BY: CHRIS SODERGREEN / COMPUTER  
 12226 DAVIS HALL RD. FAIRFAX VA. 22030  
 COST 2021 ICC  
 703-830-6103  
 #1



FRONT VIEW

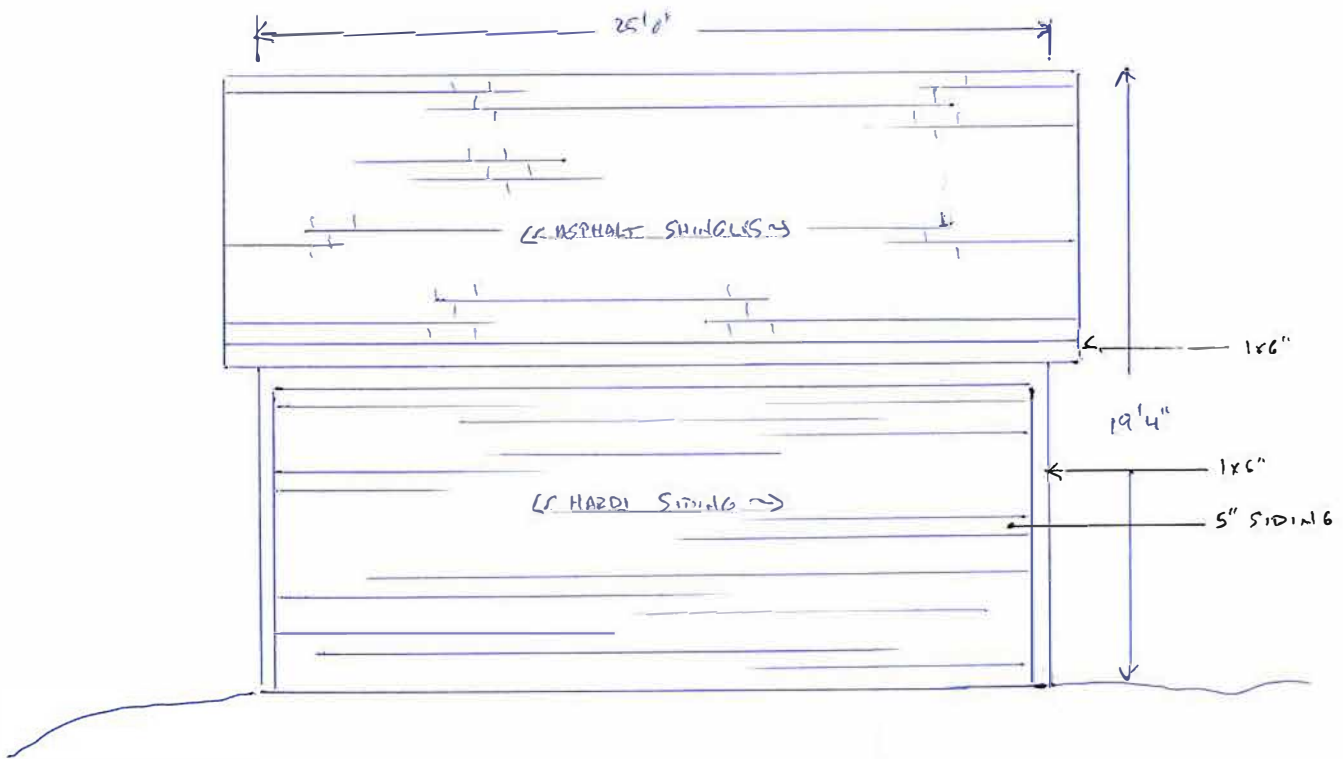
1/4" = 1'

Paula Sampson, 12418 Water St, Clifton, Va 20121



LEFT SIDE VIEW  
 1/4" = 1'

PAUL SAMPSON, 12646 Water St. CA 94524  
 #3

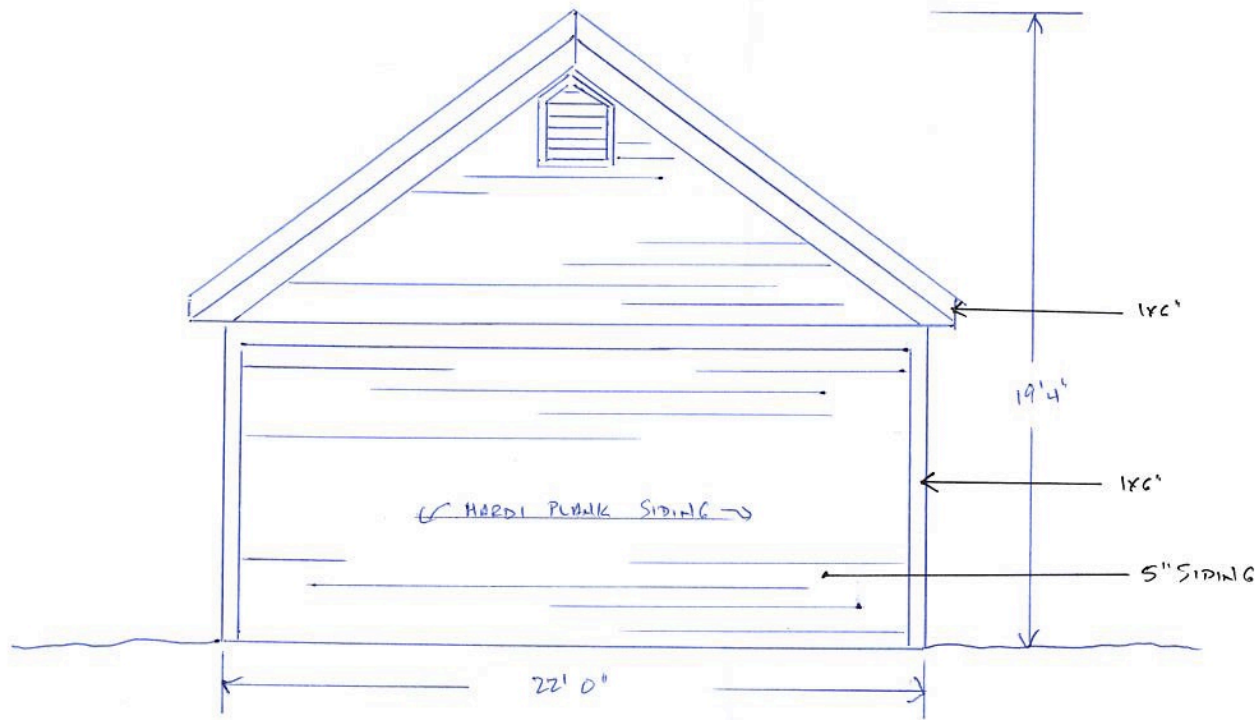


REAR VIEW

$$\frac{1}{4}'' = 1'$$

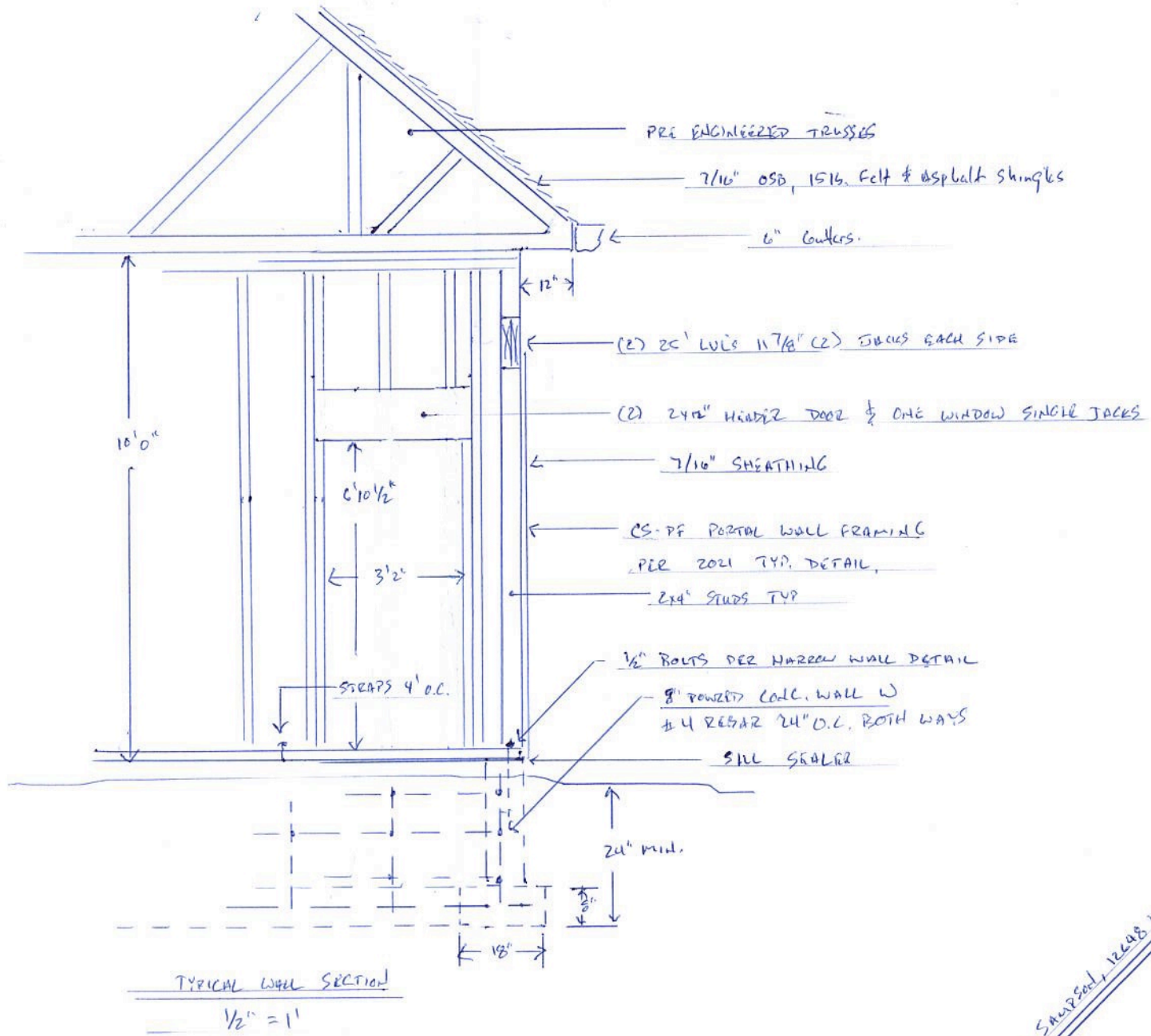
*Paula Samson, 12648 Water St. Clifton, Va 20124*

4/4



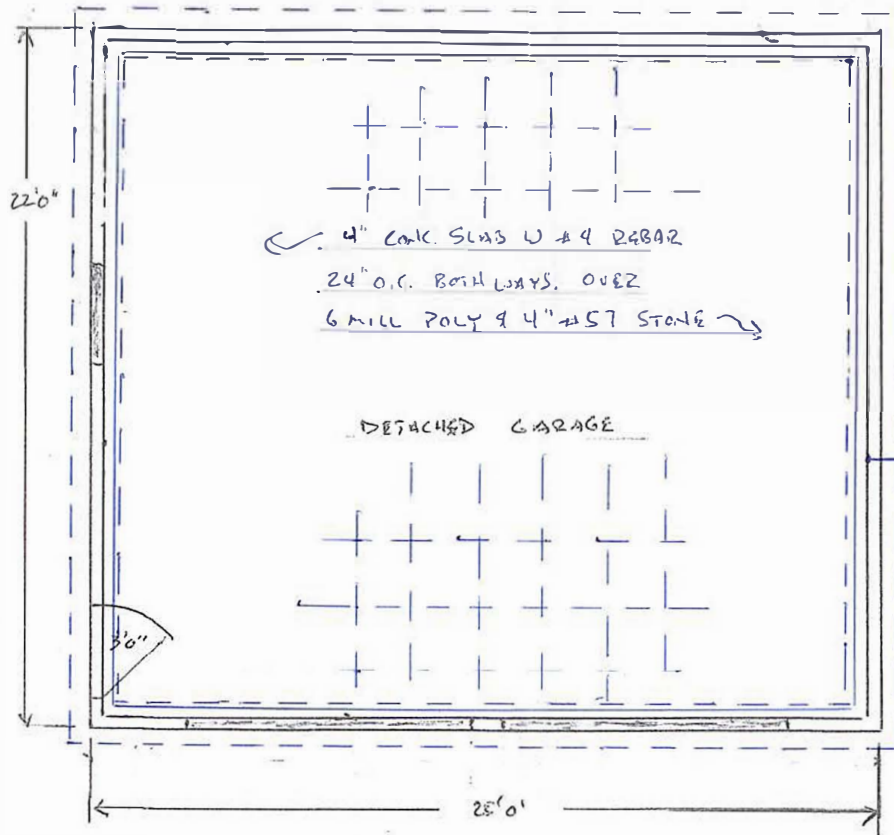
RIGHT SIDE VIEW  
 $\frac{1}{4}'' = 1'$

PAUL SARRIS, 1248 WATER ST., CLIFTON, Va. 20124  
 #5



PAUL SAMPSON, 12208 Water St. Clark, Va 20124

#6



4" CONC. SLABS W #4 REBAR  
 24" O.C. BOTH WAYS. OVER  
 6 MILL POLY & 4" #57 STONE

DETACHED GARAGE

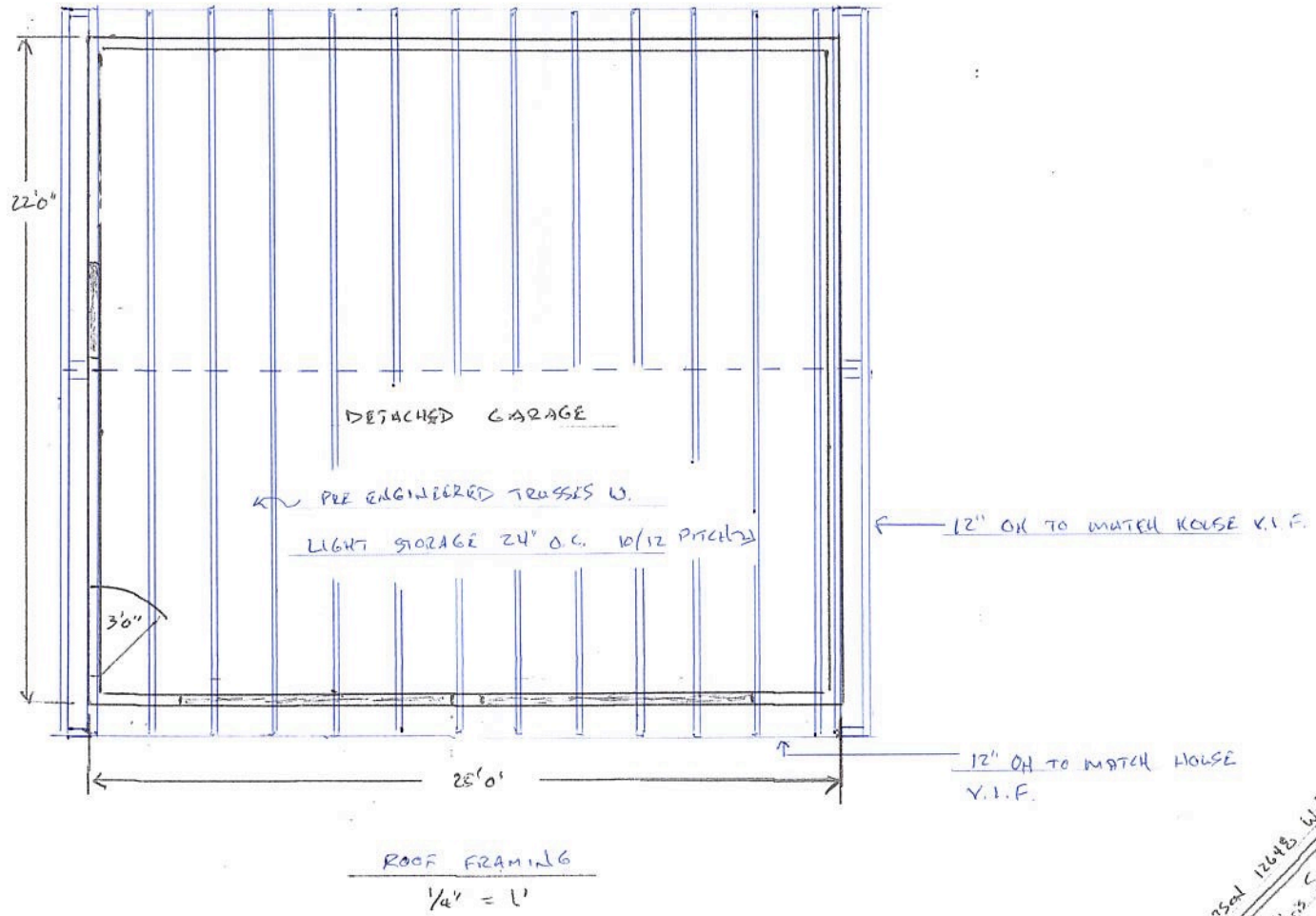
8" THICK CONC. FOUNDATION WALL  
 #4 REBAR 24" O.C. BOTH WAYS

8" x 18" CONC. FOOTING (2) #4 REBAR

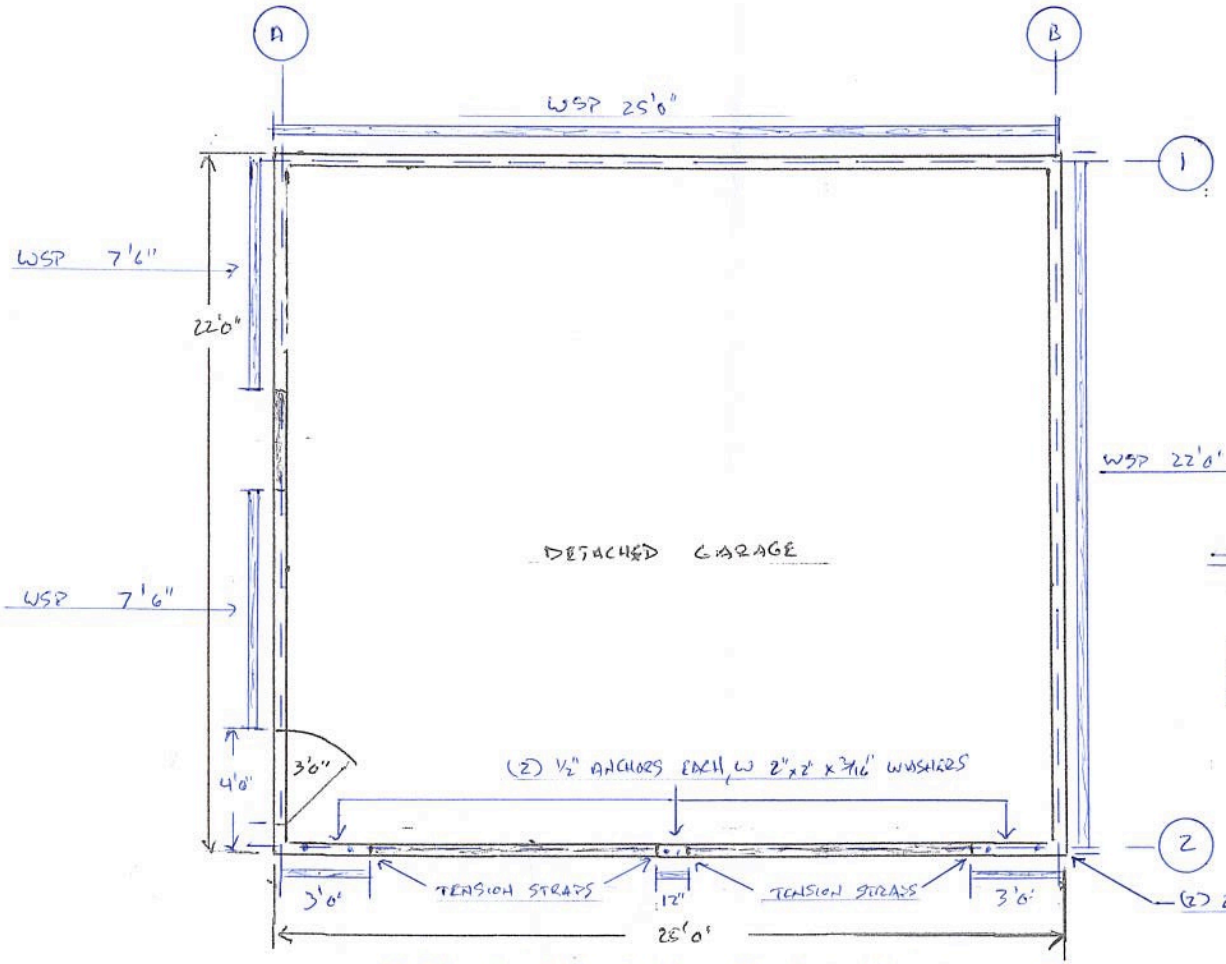
FOUNDATION PLAN

1/4" = 1'

PHASE SAMSON 12648, WATER ST. CLIFTON, VA. 20124  
 DESIGN BY: CHRIS SODERGREN, CORPUSCULUM  
 12226 DOPES NEED RD, FAIRFAX, VA 22038  
 6571 2021 1CC  
 703-830-6103  
 #7



Pamela Samson 12048 Water St. Cliff, Va. 20124  
 Design By: Chris Saberspan / Contractor  
 12268 Popes Head Rd. Fairfax Va 22038  
 6502 2021 1CC  
 703-830-6103  
 #8



CS-PF DOUBLE PORTAL PER 2021 EFC. TYPICAL DETAIL  
 WIND BRACING  
 $\frac{1}{4}'' = 1'$

- NOTES
- \* CONC. FOUNDATION
  - \* 10' TALL 2x4" WALLS
  - \* OSB 7/16" SHEATHING
  - \* ONE STORY

POWERS SAMPSON 12448 Water St. Clifton, Va. 20124  
 DESIGN BY: Chris Sodergreen - Carpenter  
 12226 Jones Road Rd. Fairfax Va 22034  
 703-830-6103  
 #9

LINE TYPES:

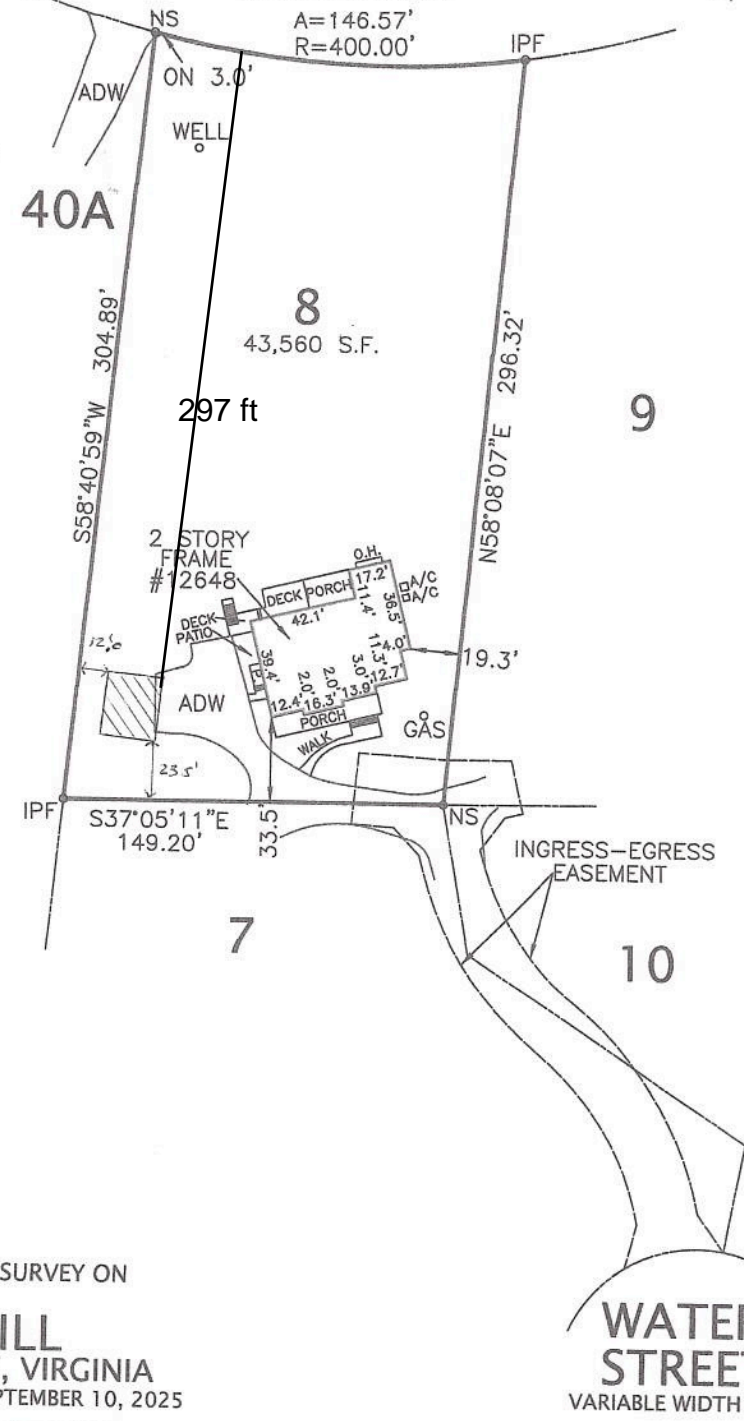
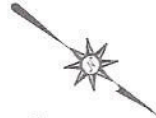
- BOUNDARY LINE
- - - EASEMENT
- DRIVEWAY/ROAD
- - - FENCING
- OVERHEAD WIRE
- STRUCTURE

LEGEND:

- ADW—ASPHALT DRIVEWAY
- A/C—AIR CONDITIONING
- A/W—AREAWAY
- B.E.—BASEMENT ENTRANCE
- BRL—BUILDING RESTRICTION LINE
- CDW—CONCRETE DRIVEWAY
- CHIM—CHIMNEY
- CO—CLEANOUT
- CONC.—CONCRETE
- DHS—DRILL HOLE SET
- ENT.—ENTRY WAY
- ER—ELECTRICAL RISER
- F.E.—FIRE ESCAPE
- FIOB—FIBER OPTICS UTILITY BOX
- GDW—GRAVEL DRIVEWAY
- IPF—IRON PIPE FOUND
- IRS—IRON ROD SET
- IRF—IRON ROD FOUND
- LA.—LANDING
- MH—MANHOLE
- N.S.—NAIL SET
- PAD—CONCRETE PAD
- P.—PORCH
- PL.—PLANTER
- PP—POWER POLE
- R/W—RIGHT OF WAY
- SMH—SANITARY MANHOLE
- ST.—STOOP
- TELE—TELEPHONE PEDESTAL
- TR/TRANS—TRANSFORMER
- WW—WINDOW WELL

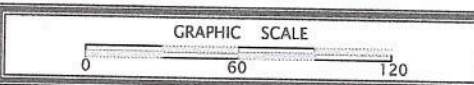
# CLIFTON ROAD

VARIABLE WIDTH R/W



PLAT  
SHOWING LOCATION SURVEY ON  
LOT 8  
**FROG HILL**  
FAIRFAX COUNTY, VIRGINIA  
SCALE: 1" = 60'      SEPTEMBER 10, 2025

**WATER STREET**  
VARIABLE WIDTH R/W

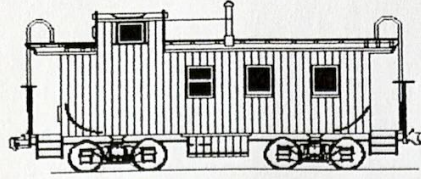


BOUNDARY SURVEY NOT PERFORMED.  
PLAT SUBJECT TO RESTRICTIONS OF RECORD, NO TITLE REPORT NOT FURNISHED.

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY, AND UNLESS OTHERWISE SHOWN, THERE ARE NO VISIBLE ENCROACHMENTS.

REQUESTED BY:  
**SUN DESIGN INC**

**ALEXANDRIA SURVEYS, LLC**  
1229 GARRISONVILLE ROAD, STE #104 FAIRFAX, VA 22556  
TEL. NO. 703-636-1313 FAX NO. 703-636-4266



TOWN OF CLIFTON, VIRGINIA

Use Permit Application

Property Address: 12700 Chapel Rd.		Date: [Month / Year] 2/3/26		
1. Type of Permit:	<input type="checkbox"/> Construction	<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Residential	<input type="checkbox"/> Home Business (Code 9-19.c1)
	<input type="checkbox"/> Preliminary Site Plans Attached	<input checked="" type="checkbox"/> Office <input type="checkbox"/> Retail		
	<input type="checkbox"/> Special Use	<input type="checkbox"/> Subdivision (Code Chapter 10)	<input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation (Code 10-57 to Code 10-59)	<input type="checkbox"/> Public Use
	<input type="checkbox"/> Restaurant			
	<input type="checkbox"/> Bed & Breakfast			
	<input type="checkbox"/> Multi-Family			
2. Name of Applicant: Aurena Green				
Mailing Address: 12700 Chapel Rd. Clifton, VA 20124				
Phone: 571-218-6717				
Email Address: aurena.Rachelle@gmail.com				
3. Name of Property Owner (if different): Marcus Silva				
Mailing Address: 7151 Pendleton Ave				
4. Name of Business / Organization: Inner Compass Healing LLC				
5. Owner of Business / Organization: Aurena Green				
6. Tax Map Number: 075-4-02-0026				
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.		<input type="checkbox"/> Plat Attached		

8. Attach Floor Plan to Scale (non-residential & home business):		<input checked="" type="checkbox"/> Floor Plan Attached		
9. Zoning District of Premises:	<input type="checkbox"/> Residential (Code 9-19)	<input checked="" type="checkbox"/> Commercial (Code 9-21)	<input type="checkbox"/> Agricultural (Code 9-20)	<input type="checkbox"/> Industrial (Code 9-22)
	<input type="checkbox"/> Church, Park, Community Building			
	<input type="checkbox"/> Community Open Space & Recreation (COSR) (Code 9-23A)	<input type="checkbox"/> Low Impact Commercial (Code 9-23B)		
10. Describe Purpose of Application: <i>Permit to practice as a licensed mental health counselor - providing virtual (telehealth) therapy services from my home office.</i>				
10. If Commercial, Home Business, Agricultural or Industrial:				
11. Describe Operation: <i>providing telehealth services to clients from my home office.</i>				
11.a. If Non-Residential - Office Use: _____ SF or Retail/Restaurant Use: _____ SF				
11.b. Days & Hours of Operation (include special events): <i>9am - 5pm M-F</i>				
11.c. Number of Employees on Site at any One Time: <i>1 (myself)</i>				
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: <i>1</i> (Code 9-13) <i>(for me)</i>				
11.g. Number of Off-street Parking Spaces Provided* (attach parking plan to scale with dimensions identifying existing and proposed parking spaces): <i>1</i> <i>(for me - provided by landlord)</i>				
<del>11.h.</del> Gross Floor Area of Dwelling (Home Business Only): <i>2140.02 SF (133.29 is used for office)</i>				
12. Application Fee Enclosed: (Fee schedule in Filing Instructions)      \$ <i>75</i>				

\*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: Aurena R. Green

DATE: 2/3/26

PROPERTY OWNER SIGNATURE: [Signature]

DATE: December 25, 2025

**FOR TOWN USE ONLY**

RECEIPT DATE: \_\_\_\_\_

DATE APPLICATION ACCEPTED: \_\_\_\_\_

APPLICATION FEE PAID: \$ \_\_\_\_\_

APPROVED  DISAPPROVED

PLANNING COMMISSION: \_\_\_\_\_  
SIGNATURE

PRINT

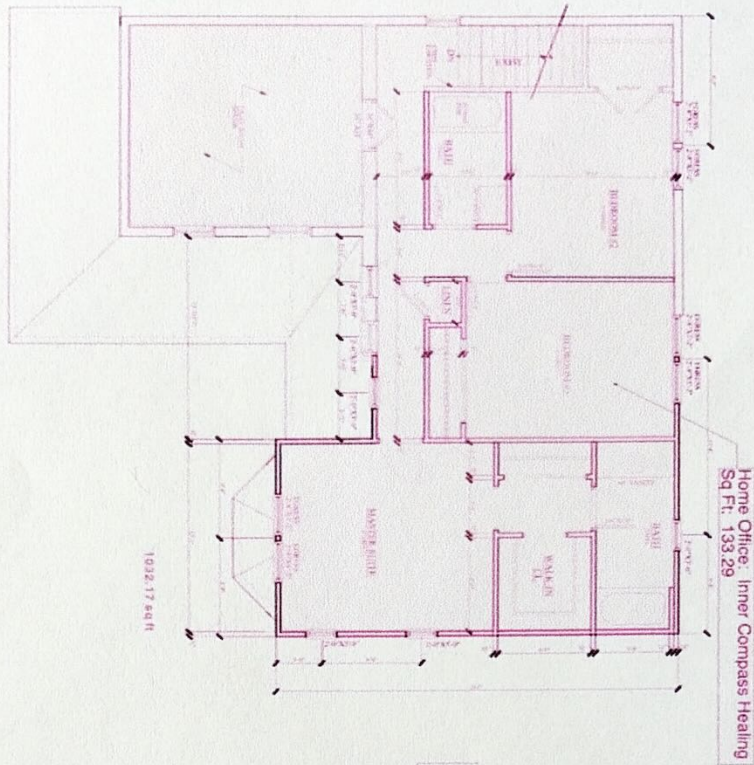
CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED  DISAPPROVED

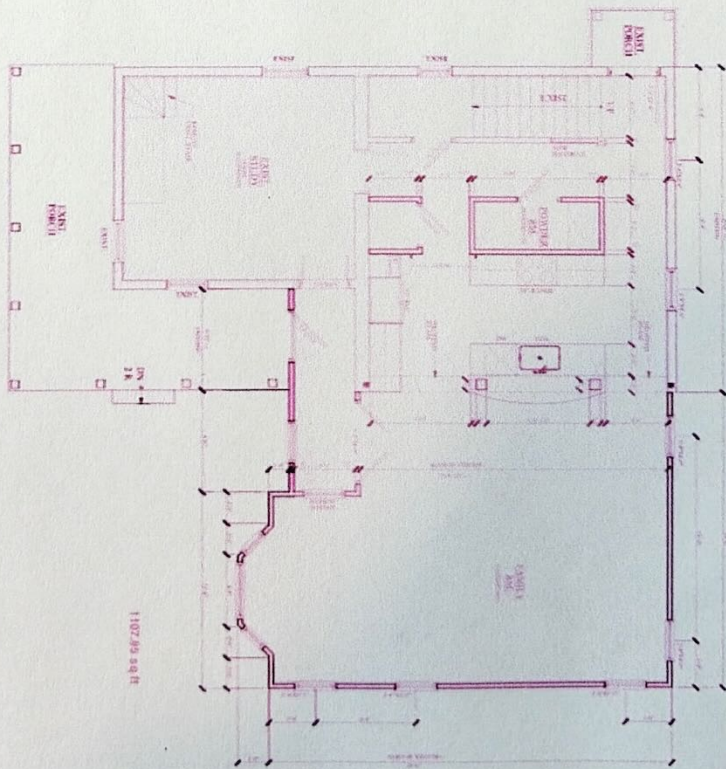
TOWN COUNCIL: \_\_\_\_\_  
SIGNATURE

PRINT

CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



2 NEW SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"



1 NEW FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

Gross Sq. Ft. 2140.02 SF  
Home Office Sq. Ft. 133.29 SF

INNER COMPASS HEALING utilizes a small private office located on the second floor for administrative and remote work purposes only. No in-person client meetings are conducted at this location. The office is not open to the public and functions solely as a low-intensity, non-customer-facing workspace. As such, this use does not generate additional site traffic and will have no impact on parking demand beyond what is already required and provided.