

CLIFTON TOWN PLANNING COMMISSION
TUESDAY, NOVEMBER 28, 2023, 7:30 PM
ACACIA LODGE
7135 MAIN STREET
CLIFTON, VA 20124

Present: Kathy Kalinowski, Chair; Paula Sampson; Michelle Stein; Adam Trost; Terry Winkowski; Susan Yantis.
Staff: Amanda Christman, Zoning Clerk.
Absent: Town Council Representative Member Patrick Pline.

The Regular Meeting was called to order by Chair Kalinowski at 7:30 PM.

Order of Business:

1. Non-Residential Applications:

a. 12642 Chapel Road | Dancing Tree Physical Therapy & Wellness (Clarkson)

The Planning Commission reviewed the use permit application of Dancing Tree Physical Therapy & Wellness LLC, made by Lisa Clarkson, located at 12642 Chapel Road for a commercial/office use, for physical therapy by appointment only, with one employee on site, at the property to be located in Space 2M, which comprises 180 square feet, hours and days of operation to be Monday thru Friday 8AM – 6PM, and the allocation of 1 parking spaces.

- **Chair Kalinowski moved to recommend approval of the application subject to the aforestated terms and conditions, seconded by Member Winkowski. The motion was approved by poll, 6-0.**

b. 12642 Chapel Road | Bliss Consulting, LLC (Hertz)

The Planning Commission reviewed the use permit application of Bliss Consulting, LLC, made by Kathy Hertz, for a commercial office use for life coaching, personal development, sound healing, located at 12642 Chapel Rd, Clifton in Space 8M, which comprises 180 square feet, hours of operation Sunday through Saturday 10AM – 7 PM, with one employee on site at any one time and the allocation of 1 parking space.

- **Chair Kalinowski moved to recommend approval of the application subject to the aforestated terms and conditions, seconded by Member Trost. The motion was approved by poll, 6-0**

c. 12642 Chapel Road | Fullerton Knowles/Summit Real Estate (Fullerton)

The Planning Commission reviewed the use permit applications of Fullerton & Knowles, PC and Summit Real Estate, made by James Fullerton for a commercial office use for a law firm and real estate firm, located at 12642 Chapel Rd. in spaces 6U, 7U, 8U (offices), 5U conference room, and 9U file room, for a total of 704 square feet, hours of operation Sunday thru Saturday, 9AM to 2 PM, with 3 employees on site at any one time and the allocation of 3 parking spaces.

Minutes adopted on January 3, 2024 by the Planning Commission as presented.

- **Chair Kalinowski moved to recommend approval of the application subject to the aforesaid terms and conditions with the understanding that the new use permit supersedes all previous use permits for these businesses, except that Summit Real Estate is a co business to Fullerton & Knowles, using the same office space, same employees and same hours, seconded by Member Winkowski. The motion was approved by poll, 6-0.**

d. 7144 Main Street | Clifton Cafe, LLC (Young)

The Planning Commission reviewed the application for a use permit by Gregory B. Young on behalf of Clifton Café, LLC, solely authorizing a change in ownership of the restaurant d/b/a the Clifton Café, at 7144 Main Street, which restaurant use was previously authorized by special use permit issued to the Clifton Eatery, LLC dated May 7, 2019.

- **Chair Kalinowski moved to recommend approval of the application solely for the change in ownership and upon the same terms and conditions of operation and the same parking plan, as set forth in the previously issued use permit, dated May 7, 2019, without change, except as to ownership, namely as to applicant, owner and name of business, seconded by Member Sampson. The motion was approved by poll, 6-0.**

2. Approve October 23, 2023 Meeting Minutes.

- **Chair Kalinowski moved to approve the draft October 23, 2023 meeting Minutes as presented, seconded by Member Stein. The motion was approved by poll 6-0.**

3. Use Permit Application Process – Update.

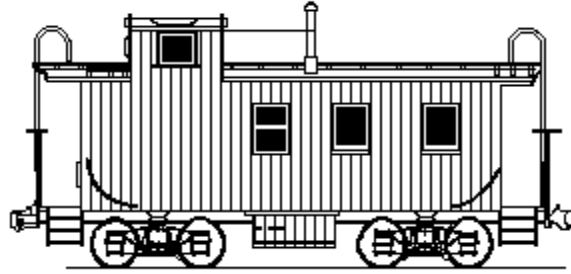
Member Trost reported on progress made in drafting preliminary notes on how to improve the Use Permit application instructions to track more closely with the application, and added that more details will be forthcoming.

4. Rescheduling the December 2023 Planning Commission Meeting.

The Members discussed scheduling the meeting to take place before the January Town Council meeting.

5. Adjournment.

The meeting was adjourned by general acclamation at 7:56 PM.



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 - b. 12642 Chapel Road | Bliss Consulting, LLC (Hertz)
 - c. 12642 Chapel Road | Fullerton Knowles/Summit Real Estate
 - d. 7144 Main Street | Clifton Cafe, LLC (Young)
2. Approve October 23, 2023 Meeting Minutes.
3. Adjournment.