

TOWN OF FAIRFAX

GPIC MEETING MINUTES

DATE, TIME, PLACE: Thursday, July 12, 2012, 7:00 PM Fairfax Women's Club

PURPOSE OF MEETING: Regular Meeting

ATTENDANCE:

GPIC MEMBERS PRESENT: Bruce Ackerman, GPAC (Adjourned) –Chair; Ted Pugh, Volunteer Board–Vice Chair; Diane Causey, Community; Shelly Hamilton, Planning Commission; John Reed, Town Council

GPIC MEMBERS ABSENT: Jacob Feicker, Open Space Committee–Secretary;

STAFF: Jim Moore, Planning Director; Larry Kennings, Consultant

GUESTS: None

ACTIONS:

- **All Members**

- The August 9, 2012, meeting will focus on preparing GPIC's first quarterly report to the Town Council. Prepare by reviewing and ranking the 140+ First Year General Plan Programs, generate ideas on how to facilitate and monitor their implementation, and prepare any comments/statements for the council. (see #7. below for lists of Ideas and Activity Groups generated)

- Create an A-list for the Draft Climate Action Plan (CAP) by reviewing and prioritizing the Recommended Actions.

- **Bruce Ackerman** will invite Resilient Neighborhoods (or Resilient Communities) to September 13, 2012, meeting once this date has been confirmed with Planning Director Moore.

1. CALL TO ORDER

Chair Ackerman called the meeting to order at 7:12 PM.

2. APPROVAL OF AGENDA

The agenda was approved with one change:
Deletion of #2. Introductions

3. PUBLIC COMMENTS

None

4. PLANNING DIRECTOR REPORT

Planning Director Moore responded to last meeting's discussion of document handling and version control including possibly using Google Docs by relaying the town's attorney advice that it is not okay to collaborate online. Moore charged the committee to find a way to triage the first year's programs in preparation of its first quarterly report to the Town Council on September 1, 2012. Moore advised he is working on the next updates of the Errata Sheet to the General Plan.

5. COMMITTEE MEMBERS COMMENTS AND REQUESTS

Members discussed next meeting dates, topics, and invitation of Resilient Neighborhoods (or Resilient Communities) to an upcoming meeting—members were unclear which it was. It was decided to switch the meeting schedule to the second Thursday of month with August 9th and September 13th as the proposed next two meeting dates. The August 9th meeting will focus on the council quarterly report and the September 13th meeting will focus on the Climate Action Plan and the attendance of Resilient Neighborhoods (or Resilient Communities) whom Ackerman will invite to the September 13th meeting once the date has been confirmed with Planning Director Moore.

6. DISCUSS AND/OR EDIT OF DRAFT CLIMATE ACTION PLAN (CAP)

Consultant Kennings suggested that the most expeditious way to approach the CAP would be to prioritize the recommended actions into an A-list. He further commented that some actions do not apply to Fairfax. Ackerman commented that he saw commonalities with the General Plan and some programs in the Conservation Element could be incorporated into CAP; e.g., a town meter.

7. DISCUSSION OF FIRST YEAR IMPLEMENTATION PRIORITIES AND RESPONSIBILITIES

Members will need to complete the report at August 9, 2012, meeting to make the first quarterly report to the Town Council at its September meeting. The report will include:

- ideas on prioritizing (see below)
- ideas on how to implement:
 - prepare materials, attend meetings, invites to GPIC meetings
- ideas on feedback and how it would work

Ideas for prioritizing were put forward driven by the sheer volume of Year One programs. Members also noticed that many programs could be grouped by an activity.

Programs can be organized by responsibilities using the grid to the right of the programs. For instance, Planning and Building is responsible for 301, the number at the top of that column. Also noted was that some programs are overdue by having 2010 and 2011 dates.

IDEAS

- Safety
- Public benefit
- What has been done, is in process, or is ongoing?
- Price tag
- Time costs
- Ease of Accomplishment
- Subject to change or outside influence—highly variable
- Efficiently bundle with multiple programs

ACTIVITY GROUPS

- Catalogue, inventory, map, identify
- Review and assess
- Create plans, procedures, and guidelines
- Develop educational information: checklists, websites, materials
- Revise zoning
- Create/modify ordinances

8. APPROVAL OF MEETING MINUTES

The minutes of the June 13, 2012, meeting were approved with four corrections:

- 3. Approval of Minutes: change “Minutes” to “Agenda”
- 7. Discuss Document Handling and “Version Control”; last sentence “...merging would it effect...” change “effect” to “affect”
- 2 changes here: 9. Discuss and/or further edit of Draft Climate Action Plan, Action- 1) change “Resilent” to “Resilient”; 2) change “reps. To” to “reps. to”

9. ADJOURNMENT

The meeting was adjourned at 8:56 PM.

RESPECTFULLY SUBMITTED by Diane Causey, Acting Secretary

DISTRIBUTION:

Approved minutes email to: Planning Director, Town Manager, Town Clerk