

**TOWN OF FAIRFAX
GENERAL PLAN IMPLEMENTATION COMMITTEE (GPIC)
REGULAR MEETING MINUTES**

DATE, TIME, PLACE:

Thursday, September 12, 2013, 7:00 PM, Fairfax Women's Club

PURPOSE OF MEETING:

Regular Meeting

ATTENDANCE:

GPIC MEMBERS PRESENT: Chair Ted Pugh (Volunteer Board); Secretary Cassidy DeBaker, (Community); Vice Chair Shelley Hamilton (Planning Commission); John Reed (Mayor Town Council); Diane Causey, (GPAC Adjourned); and Bruce Ackerman (Community).

GPIC MEMBERS ABSENT: Jacob "Jake" Feickert (Open Space Committee);

STAFF PRESENT: Larry Kennings (Consultant)

GUESTS: None

ACTIONS TO BE TAKEN PRIOR TO THE NEXT MEETING:

- CAP ad hoc subcommittee (C. DeBaker and B. Ackerman) to prepare a final draft of the CAP and email to J. Moore and L. Kennings before the next regular meeting (October 10, 2013).
- S. Hamilton to formally discuss General Plan Matrix at September 19, 2013 Planning Commission meeting.

1. CALL TO ORDER

- Chair T. Pugh called the meeting to order at 7:07 PM.

2. APPROVAL OF AGENDA

- Approved September 12, 2013 Agenda with the following revision:
 - Item 9-change next GPIC meeting date from October 11 to October 10.

3. PUBLIC COMMENTS

- None

4. APPROVAL OF PREVIOUS MEETING MINUTES

- Approved August 8, 2013 Meeting Minutes with no revisions.

5. COMMITTEE MEMBERS COMMENTS AND REQUESTS

- D. Causey is unable to attend the October 10th meeting.

6. PLANNING DIRECTOR REPORT

- Planning Director, J. Moore was absent from the meeting. However, on behalf of J. Moore, Town consultant, L. Kennings, stated that the Town Council accepted the Fairfax 2010 Green House Gas Inventory Report (prepared by MCEP) at the September 4 Town Council meeting. There was one minor edit made regarding the Town's zero waste goal that will be included in the drafting of the CAP. The edit was emailed to the CAP ad hoc subcommittee on September 6, 2013.

7. ONGOING UPDATE ON OUTREACH TO RELEVANT PARTIES (First and Second Year Implementation Priorities and Responsibilities)

- S. Hamilton to formally discuss General Plan Matrix at September 19, 2013 Planning Commission meeting. The GP matrix will be included in the meeting packet.

8. WORKING SESSION ON THE DRAFT CLIMATE ACTION PLAN (CAP)

- C. DeBaker and B. Ackerman (CAP ad hoc subcommittee) met and worked independently on the CAP since the last GPIC meeting in August 2013.
- L. Kennings provided comments to the CAP with General Plan programs noted or inserted on August 14, 2013.
- CAP ad hoc subcommittee updated GPIC on recent draft of CAP and meetings with council members Rene Goddard and Barbra Coler and a conference call with J. Moore, Cory Bytof (Sustainable San Rafael), and Christine O'Rourke (MCEP).
- GPIC viewed draft CAP on overhead projector and reviewed track changes and addressed comments in "real time."
- Significant points of discussion:
 - The CAP will be included in the October 17, 2013 Planning Commission meeting packet and listed as a discussion item on the agenda. Members of the CAP ad hoc subcommittee may be present to address any questions during the meeting.
 - Discussion on the formation of FCAC will be continued at the next regular meeting.
 - Check with J. Moore regarding the Green Building ordinance and the standard code- CalGreen (Title 24 Part 11)?
 - Need to make a distinction between what recommended actions are from the GP verses those that are newly added programs/ideas. S. Hamilton made the comment that someone reviewing the CAP may assume that if there is no GP reference after the action it is newly added and thus not captured in the GP (to be discussed further with J. Moore and Christine O'Rourke).

- Need to make a distinction between the recommended actions that exceed the Town's GHG reduction goals, such as those that were added into the CAP based on the GP and/or the Town's current aspirations, versus the recommended actions that are calculated in the mitigation measure tables. Possibly put an asterix after all the recommended actions that are over and above the Town's reduction goals so that it is clear that these actions are not accounted for in the projected overall reduction numbers (to be discussed further with J. Moore and Christine O'Rourke).
- Christine O'Rourke will provide a final pass over of the CAP to update/confirm data sources, tables, and language so that it is consistent with the 2010 GHG Inventory Report.
- Briefly discussed drafting a cover letter to the Town Council when the CAP is submitted.
- Ad hoc subcommittee will continue to meet over the course of the next month and complete the Draft CAP.
- Draft CAP will be included in the October 10, 2013 GPIC meeting packet.
- GPIC to finalize Draft CAP at the October 10, 2013 meeting.
- Draft CAP to be submitted to the Town Council for acceptance in November 2013.

9. NEXT GPIC MEETING

- The next GPIC meeting will be on the regular date of the second Thursday of the month, October 10, 2013, 7 PM, at the Fairfax Women's Club.

10. ADJOURNMENT

- The meeting was adjourned at 9:24 PM.

RESPECTFULLY SUBMITTED by C. DeBaker, Secretary

DISTRIBUTION:

Draft minutes were emailed to: J. Moore and L. Kennings

Approved minutes will be emailed to: J. Moore and L. Kennings