

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

DATE, TIME, PLACE:

Thursday, October 10, 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); and Bruce Ackerman (Community).

GPIC MEMBERS ABSENT: John Reed (Mayor Town Council); Diane Causey, (GPAC Adjourned) and Jacob "Jake" Feickert (Open Space Committee).

STAFF PRESENT: Larry Kennings (Consultant) and Jim Moore (Planning Director).

GUESTS: None

ACTIONS TO BE TAKEN PRIOR TO THE NEXT MEETING:

- CAP ad hoc subcommittee to send the Draft CAP to Christine O'Rourke (MCEP) before the next regular meeting (November 14, 2013).
- J. Moore to respond to any outstanding CAP comments (see October track changes version).
- J. Moore to investigate the formation of the Climate Committee and two possible options: 1) a subcommittee under GPIC that would allow for non-GPIC members to join or 2) a formal committee appointed by Town Council.
- T. Pugh to prepare GPIC update for Town Council in December.

1. CALL TO ORDER

- Chair T. Pugh called the meeting to order at 7:28 PM.

2. APPROVAL OF AGENDA

- Approved October 10, 2013 Agenda

3. PUBLIC COMMENTS

- None

4. APPROVAL OF PREVIOUS MEETING MINUTES

- Approved September 12, 2013 Meeting Minutes with no revisions.

5. COMMITTEE MEMBERS COMMENTS AND REQUESTS

- T. Pugh suggests that GPIC meet regularly from 6-8pm (change in time from 7-9pm). GPIC to discuss at November meeting.
- T. Pugh to prepare GPIC update to Town Council in December.

6. PLANNING DIRECTOR REPORT

- Housing Element to be submitted by January 31, 2014.

7. WORKING SESSION ON THE DRAFT CLIMATE ACTION PLAN

- CAP ad hoc subcommittee updated GPIC on phone meeting with Christine O'Rourke (MCEP). C. O'Rourke agreed to conduct technical edit on CAP.
- GPIC reviewed draft letter to Town Council Members Renee Goddard and Barbara Cooler regarding GPIC's request to form the Climate Committee. GPIC approved the letter dated October 10, 2013 with no changes.
- GPIC remains undecided on whether the Climate Committee will be a committee appointed by the Town Council or a subcommittee under GPIC that allows for non-GPIC members to join (J. Moore to investigate further).
- Ad hoc subcommittee will continue to coordinate with Christine O'Rourke (MCEP) in order to finalize the CAP.
- Discussion on the formation of a Climate Committee will be continued at the next regular meeting. GPIC to discuss new name for FCAC (possibly Climate Committee).
- Significant points of discussion on Draft CAP:
 - Christine O'Rourke will provide technical updates to the CAP and update/confirm data sources, tables, and language so that it is consistent with the 2010 GHG Inventory Report (e.g., workbook excel spreadsheet for the Recommended Actions and General Plan).
 - CAP will be included in the November 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.
 - CAP will be included in the December 4, 2013 Town Council meeting packet and listed as an agenda item.

8. UPDATE AND NEXT STEPS ON THE GENERAL PLAN MATRIX

- To be continued at next regular meeting.

9. NEXT GPIC MEETING

- The next GPIC meeting will be on the regular date of the second Thursday of the month, November 14, 2013, 7 PM, at the Fairfax Women's Club.

10. ADJOURNMENT

- The meeting was adjourned at 8:00 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