

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

DATE, TIME, PLACE:

Thursday, June 12, 2014, 6:30 PM, Fairfax Women's Club

PURPOSE OF MEETING:

Regular Meeting

ATTENDANCE:

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

GPIC MEMBERS ABSENT: Bruce Ackerman (Community) and Mimi Newton (Open Space Committee)

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

STAFF ABSENT: None

GUESTS: None

ACTIONS TO BE TAKEN PRIOR TO THE NEXT MEETING:

- J. Moore to post the final GPIC bi-laws on the town website
- L. Kennings and S. Hamilton to create GPIC handout for Town Hall Forum highlighting the GP (3-6 bullets)
- GPIC members to review the General Plan Programs for priority ranking

1. CALL TO ORDER

- Chair T. Pugh called the meeting to order at 6:45 PM

2. APPROVAL OF AGENDA

- Approved June 12, 2014 Agenda

3. PUBLIC COMMENTS

- T. Pugh's neighbor was expected to attend the meeting. GPIC decided that if members of the public attended the meeting subsequent to the designated public comment period, GPIC would allow for public comments at any point during the meeting.

- C. DeBaker announced Fairfax History Night from 6-10pm on the eve of the Fairfax Festival (June 13th).

4. APPROVAL OF PREVIOUS MEETING MINUTES

- Approved May 8, 2014 minutes with the following revision:
 - Add “Fairfax resident” as guest attendee.

5. PLANNING DIRECTOR REPORT

- J. Moore reported the following:
 - Town Hall Forum scheduled for Saturday July 12th 1pm at the Women’s Club.
 - Town Hall Forum banner, flyers, and posters announcing the forum will be displayed around town.
 - An outside facilitator will coordinate and oversee the forum (TBD). L. Kennings and J. Moore will attend.
 - J. Moore suggested that GPIC prepare a brief statement to present at the Town Hall Forum.
 - Goal of the Town Hall Forum will be to learn about the General Plan and Housing Element, to receive input from the community, and to provide an opportunity for the public to ask questions. Staff will bring the results of the forum forward to the Town Council.
- S. Hamilton inquired about GPIC’s role during the Town Hall Forum.
- D. Causey is concerned about GPIC members responding to questions about the GP during the Town Hall Forum.
- T. Pugh asked would potential amendments to the GP be considered during the Town Hall Forum?
- T. Pugh is interested in meeting with the facilitator to better understand the outline /framework of the Town Hall Forum.
- S. Hamilton suggested that staff avoid using “planning speak” during the Town Hall Forum.
- J. Reed suggested that staff focus on the concerns of the public during the Town Hall Forum and less on presentations. It would be a good idea to list out the concerns and questions (not all questions will be answered at that time).

6. COMMITTEE MEMBERS COMMENTS AND REQUESTS

- D. Causey requested that the meeting minutes get out early to allow for time to review action items. The agenda needs to capture “old business” so that previous meeting action items are adequately addressed and not forgotten about.
- GPIC agreed to add “old business” to the end of every meeting agenda.

7. EDUCATION SUBCOMMITTEE STATUS REPORT

- T. Pugh shared two handouts with GPIC: 1) Coalition for Livable Marin on Affordable Housing; and 2) General Plan Vision Fairfax 2010-2030 created by S. Hamilton.
- GPIC agreed that the two handouts listed above were not appropriate for GPIC to endorse and use as a statement piece.
- L. Kennings and S. Hamilton will work on a 3-6 bullet list of statements about the GP that can be used as an information piece and can be handed out at the Town Forum on behalf of GPIC. GPIC will review at next meeting (July 10th 2014).

8. CLIMATE ACTION COMMITTEE REPORT

- C. DeBaker debriefed GPIC about the previous CAC meeting (June 10th 2014); including CAC's upcoming participation in the Fairfax Festival Ecofest, preparation of CAC/CAP information handouts, and the draft annual action plan that CAC will submit to GPIC prior to the next report to Town Council.

9. UPDATE AND NEXT STEPS ON THE GENERAL PLAN MATRIX-DISCUSSION OF MATRIX PRIORTIES.

- Continue at next regular meeting

10. NEXT GPIC MEETING

- The next GPIC meeting will be on the regular date of the second Thursday of the month, July 10, 2014, at 6:30 PM, at the Fairfax Women's Club.

11. ADJOURNMENT

- The meeting was adjourned at 8:35 PM.

RESPECTFULLY SUBMITTED by Cassidy DeBaker, GPIC Secretary

DISTRIBUTION:

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

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