

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

**DATE, TIME, PLACE:**

Thursday, November 14, 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); and Mimi Newton (Open Space Committee, Alternate).

GPIC MEMBERS ABSENT: Bruce Ackerman (Community); Diane Causey, (GPAC Adjourned) and Jacob "Jake" Feickert (Open Space Committee).

STAFF PRESENT: Larry Kennings (Consultant).

STAFF ABSENT: Jim Moore (Planning Director).

GUESTS: Janis-Lee, Fairfax Resident.

**ACTIONS TO BE TAKEN PRIOR TO THE NEXT MEETING:**

- L. Kennings and the CAP ad hoc subcommittee will ensure that the CAP is included in the November 17, 2013 Planning Commission meeting packet and listed as a discussion item on the agenda.
- J. Reed will give M. Gardner a heads up about CAP issues to be presented to Planning Commission.
- The CAP ad hoc subcommittee will ensure that the CAP and the GPIC's proposal for the creation of the Climate Subcommittee of GPIC are both included in the December 4, 2013 Town Council meeting packet (deadline to get information to G. Toy, Town Manager, by Nov. 25) and listed as agenda items.
- J. Reed will give M. Gardner a heads up about CAP & Subcommittee issues to be presented to Town Council.

**1. CALL TO ORDER**

- Chair T. Pugh called the meeting to order at 7:00(ish) PM.

## **2. APPROVAL OF AGENDA**

- Approved November 14, 2013 Agenda.

## **3. PUBLIC COMMENTS**

- Janis-Lee indicated she was attending the meeting in support of the Committee's efforts.

## **4. APPROVAL OF PREVIOUS MEETING MINUTES**

- Approved October 10, 2013 Meeting Minutes with one minor, typographical revision.

## **5. COMMITTEE MEMBERS COMMENTS AND REQUESTS**

- After discussion, consensus was reached to change the start-time of the regular GPIC meeting to 6:30 pm.

## **6. PLANNING DIRECTOR REPORT**

- L. Kennings advised members present that approval of the refurbished Housing Element to the General Plan is expected imminently.

## **7. WORKING SESSION ON THE DRAFT CLIMATE ACTION PLAN**

- The CAP ad hoc subcommittee updated GPIC about its transmittal of the Draft CAP to Christine O'Rourke (MCEP). C. O'Rourke is conducting a technical edit of the CAP and, while the numbers she is crunching will change – and will continue to change – the programs reflected in the CAP will not.
- The CAP ad hoc subcommittee recommends taking the CAP before the Planning Commission at the Commission's November meeting and before the Town Council at the Council's December meeting.
- GPIC discussed possible options regarding the formation of the Climate Committee and deliberated regarding appointment of members by the Town Council as opposed to the creation of a subcommittee under the auspices of GPIC. Consensus was reached regarding recommendation to the Town Council that the Climate Committee be a subcommittee of GPIC.
- Consensus was reached that the optimum Climate Subcommittee would be comprised of 2 members of the GPIC, with up to 5 additional members of the public to be charged with implementation of the CAP. It would also be a good idea for somebody on the subcommittee to be charged with keeping an eye on local climate programs outside Fairfax.
- GPIC discussed the idea that items listed on the Town Council's agenda indicate whether the issue relates to any specific General Plan provisions to serve as a

reminder to the Council and staff to always review relevant General Plan requirements. Consensus was reached that this idea, while a nice thought, is probably infeasible, given the way the Council's agenda is developed.

#### **8. UPDATE AND NEXT STEPS ON THE GENERAL PLAN MATRIX**

- L. Kennings advised the GPIC members present that Planning Director J. Moore anticipates the GPIC focusing on the General Plan Matrix in 2014, after the CAP is completed.

#### **9. NEXT GPIC MEETING**

- The next GPIC meeting will be on the regular date of the second Thursday of the month, December 12, 2013, *at the new time of 6:30 PM*, at the Fairfax Women's Club.

#### **10. ADJOURNMENT**

- The meeting was adjourned at 8:30(ish?) PM.

**RESPECTFULLY SUBMITTED** by M. Newton, Open Space Committee, Alternate

#### **DISTRIBUTION:**

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

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