



TOWN OF FAIRFAX

STAFF REPORT

July 2, 2014

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager

SUBJECT: Status update on the Community Forum regarding possible General Plan and Housing Element amendments

RECOMMENDATION

Receive update on the Community Forum

DISCUSSION

In May 2014, the Council directed staff to schedule a Town Forum to discuss the General Plan (GP) and its elements, specifically the Housing Element (HE). This Forum is scheduled for Saturday, July 12th from 1:00pm to 3:00pm in the Women's Club.

The purpose of the Forum is to provide the community an opportunity to:

- Learn more about the GP and HE
- Discuss the issues raised regarding Ordinance No. 778, which proposed the rezoning of specific properties in accordance with GP policies, and
- Discuss proposed zoning text changes and amendments to the General Plan (GP) to address concerns.

One key objective of the Forum is to solicit input on the proposed and possible solutions to issues raised regarding the GP and HE. The proposed zoning text changes and GP and HE amendments will also include revisions not directly related to Ordinance 778. Specifically, staff has conducted a preliminary review of the GP and HE documents and identified other inconsistencies or issues that should be addressed by future amendments to the zoning code and/or GP and HE. Staff's review is not meant to be comprehensive and we anticipate that more revisions will follow. However, the Forum is structured to encourage the community to share their comments or list of issues at the meeting.

To moderate the discussion, staff has retained a facilitator and Spanish translator for the meeting. We wanted a neutral third party to facilitate the discussion. Comments received at the Forum will be recorded on a flip chart. While all attendees will be encouraged to speak, cards will be available for those attendees who prefer submit their questions in writing. The Forum will be videotaped and posted on the Town website for viewing by those unable to attend. Staff does intend to notice the Forum as a special meeting of the Council, Planning Commission, and GPIC as we anticipate a majority of the members of each of those public

bodies will attend the Forum. There will not be a formal meeting structure for any of the commissions, other than the Council at the end of the Forum.

Staff envisions the meeting starting with an opportunity for the attendees to review all the display boards with the various land use actions (i.e., rezoning) proposed by Ordinance No. 778. The display boards will list the issues raised and identify proposed solutions for the community to discuss. After that opportunity, staff will make a short presentation regarding the GP, HE, and the issues raised on the display boards. Once staff has completed its presentation, the facilitator would open the Forum up for question and answer and community participation. Staff is not scheduling any presentations from the community at the Forum. At the conclusion of the Forum, the facilitator would summarize the meeting, staff would describe the next steps, and the Council would provide direction to staff, as appropriate.

Using information collected from the Forum, staff will compile a list of the proposed zoning and General Plan amendments/revisions, as well as the comments recorded on the flip charts, for the Council to discuss at a future meeting. At this future meeting, the Council would select the specific revisions/amendments that should be processed in GP/HE amendments and/or zoning actions or be the subject of further Council and community discussion (e.g., future workshops).

FISCAL IMPACT

The cost for the Forum (e.g., banner, facilitator, display boards) has been absorbed into the Planning and Building Services FY13-14 budget.

Attachments:

None