



# TOWN OF FAIRFAX

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(415) 453-1584 / FAX (415) 453-1618

**TOWN OF FAIRFAX  
PLANNING COMMISSION  
MEETING AGENDA  
7:00 PM, THURSDAY JANUARY 15, 2015  
FAIRFAX WOMEN'S CLUB, 46 PARK ROAD**

**CALL TO ORDER  
ROLL CALL  
APPROVAL OF AGENDA  
MEETING PROTOCOL**

The Chair shall maintain order at the meetings in accordance with Robert's Rules of Order and the Commission has the responsibility to be a model of respectful behavior in order to encourage community participation and citizen input at Commission meetings. The Commission and the audience are expected to refrain from using profane language and/or ridiculing the character or motive of Commission members, staff, or members of the public and to maintain the standards of tolerance and civility.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

**PRESENTATION OF RESOLUTIONS OF COMENDATION**

**Resolution No. 15-01** commending Commissioner **Brannon Ketcham** for his service

**Resolution No. 15-02** commending Commissioner **Shelby La Motte** for her service

**CONSENT ITEMS**

**1. 1820 Sir Francis Drake Blvd.; Application # 15-01**

Request for a Use Permit to operate a tea shop providing on site consumption of tea and food and retail sales, including a rear yard outdoor eating area and live acoustic music; Assessor's Parcel No. 001-226-34; Central Commercial CC Zone District; Tracy Brien, applicant; Russell Marne, owner; CEQA categorically exempt, §15301(a).

**2. 127 Dominga Avenue; 14-46**

Continued consideration of a modification of a previously approved Use Permit and Setback Variances to convert 299 square feet of the 598 square foot basement area into a finished conditioned space; Assessor's Parcel No. 002-025-06; Residential RD 5.5-7 Zone; David Grabham, G-Family Construction, applicant; Krishna Tyne, owner; CEQA categorically exempt, §§ 15301 and 15305(a). **Recommended for continuance to the February 19, 2015 meeting.**

## **PUBLIC HEARING ITEMS**

### **3. 164 Willow Avenue; 14-47**

Continued request for a Hill Area Residential Development Permit, Excavation Permit, Design Review, Encroachment Permit and Variance to construct a 1,192 square foot, three bedroom, 2 ½ bath, single-family residence, including a 2 car garage; Assessor's Parcel No. 001-193-13; Residential RD 5.5-7 Zone District; David Grabham, G-Family Construction, applicant; Kalman Zeiger, owner; CEQA categorically exempt, 15303(a) and 15305(a) and (b).

### **4. 15 Wood Lane; Application # 15-02**

Request for a Hill Area Residential Development Permit and Design Review of a proposed 50% remodel and expansion of an existing duplex converting it into a 3,354 square foot, 5 bedroom, 3 bath, single-family residence; Assessor's Parcel No. 002-081-07; Residential Single-family RS 6 Zone District; John Fraine and Mark Bruce, applicants; John and Angela Ginsburg, owners; CEQA categorically exempt, § 15301(e)(1).

## **MINUTES**

5. Minutes from the December 18, 2014 meeting.

## **DISCUSSION ITEMS**

6. Zoning Ordinance: Issues list creation/update

## **PLANNING DIRECTOR'S REPORT**

## **COMMISSIONER COMMENTS AND REQUESTS**

## **ADJOURNMENT**

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**Conduct:** All interested persons are invited to attend and participate in public hearings. In order to give all interested persons an opportunity to be heard, and to ensure the presentation of all points of view, members of the audience should: (1) Limit presentation to three minutes; (2) Always address the Chair; (3) State name and address; (4) State view and concerns succinctly; and (5) Submit any new documents to the Planning Staff, first, to be entered into the record.

**Staff reports:** Staff reports and associated materials will be available for public review at the front counter in Town Hall after 5:00 PM and at the Fairfax Library and on the Town website on the Saturday before the meeting.

**Court Challenges:** If you challenge the matter(s) described above in court, you may be limited to raising only those issues you or someone else raised at the public hearing

described in this Notice, or in written correspondence delivered at, or prior to the above referenced public hearing [Govt. Code section 65009(b)].

**Accommodation:** If you need accommodation to attend or participate in this meeting due to a disability, please contact the Town Clerk at (415) 453-1584.

**The Final Agenda** will be posted on the Friday evening before the hearing at the Fairfax Post Office, the Women's Club and Town Hall. Some items shown on this notice may be placed on the consent calendar or be taken out of order so all interested parties should be at the meeting at 7:00 PM.

**If an item is continued, it is the responsibility of interested parties to note the new meeting date. Notices will not be sent out for items continued to a specific hearing date.**

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection on the public counter at Town Hall in a folder next to the agenda packet. Such documents are also available on the Town's website at "townoffairfax.org" subject to the staff's ability to post the documents before the meeting.