

*DRAFT* Town of Fairfax Planning Commission Workshop Minutes  
Fairfax Youth Center  
Thursday, June 3, 2010

**Call to Order/Roll Call:**

**COMMISSIONERS PRESENT** Shelley Hamilton (Vice-Chair)  
Brannon Ketcham (Chair)  
Peter Lacques,  
Shelby LaMotte  
Pam Meigs  
Peter Ramsay

Tom Childers, Vice-Chair, GPAC  
Diane Causey, GPAC

**COMMISSIONERS ABSENT:** Terry Goyan

**STAFF PRESENT:** Jim Moore, Planning Director  
Larry Kennings, Consultant  
Joanne O’Hehir, Minutes-Secretary

Chair Ketcham called the meeting to order at 7.20 p.m.

Approval of Agenda

M/S, Lacques/Ramsay, Motion to approve the agenda.

AYES: All

Public Comments on Non-Agenda Items

There was no one present from the public to speak.

Discussion Items.

1. Consideration and/or editing of the Draft Land Use Element of the General Plan; and consideration of Resolution No. 10-03, forwarding this element on to the Town Council for further consideration

GPAC (General Plan Advisory Committee) Vice-Chair Tom Childers introduced the Draft Land Use Element. He discussed urban planning in relation to the Town of Fairfax and noted that the Town had not become urbanized in the same way as other towns. Vice-Chair Childers said that the intent of the Land Use Element was to continue using the original design principals, allow the town to grow a little, and use space close to the center of town as much as possible to minimize the use of automobile transportation.

Vice-Chair Childers discussed zoning recommendations and he explained that the intent was to mix businesses and residences and minimize energy consumption. He noted that the restrictions had not been changed in the Land Use Element.

Planning Director Moore discussed the benefits of adding a goal to replace the Highway Zone with a Central Commercial Zone.

Diane Causey joined the meeting at 7.40 p.m.

Chair Ketcham noted that it had been agreed that the address and parcel numbers were to be added where specific current sites were stated.

General discussion took place on the inclusion of different concepts in the elements.

Additional language was added under “Principles for Future Land Use Decisions”.

Commissioner Meigs joined the meeting at 8 p.m.

Discussion took place on the Goals, Objectives, Policies and Programs section. Vice-Chair Hamilton and Vice-Chair Childers discussed cross-referencing with other elements.

Commissioner LaMotte discussed pre-zoning with Consultant Kennings.

Under Program LU-1.1.1.1, an amendment was made to read “.....Town Council in coordination with LAFCO” in the responsibility section.

Program LU-1.1.3.1 was amended to read “...(See Circulation Element; Safety Element; Open Space Element...)”.

Commissioner Meigs congratulated GPAC for producing the Land Use Element.

General discussion took place on the wording in Policy LU-1.2.2 and LU-1.2.3 which related to visual impact and visual mass. Minor amendments were made to these policies.

Policy LU-1.2.4 was amended to read “No roads or streets and drainage facilities built in the hills.....”

Discussions turned to Goal LU-4, which related to minimizing the potential for wildfires. Vice-Chair Hamilton noted that some of the content in this goal duplicated the Safety Element. However, since it was noted that the Elements might be handed out separately to the general public, there was consensus not to change the format of the Land Use Element.

Vice-Chair Childers discussed the differences between the Safety Element and the Land Use Element.

Vice-Chair Childers discussed Goal LU-5, which related to the management of future growth. He said that the intent of this goal was to take advantage of existing infrastructure and improve it, rather than encourage development spreading.

Minor amendments were made to Program LU-5.1.1.1.

Goal LU-6 was amended to read “Annex Developed and Undeveloped Land where Advantageous to the Town” and changes were made to Policy LU-6.1.1 to reflect the amended goal.

There was general agreement that where the responsibility for implementing a policy included LAFCO, the responsibility section would be amended to read: “.....Town Council in coordination with LAFCO”.

The schedule was changed to ongoing in the programs under Goal LU-6.

Policy LU-7.1.1 was amended to read “... Additional commercial development outside of the designated Town Center Area shall be discouraged except for limited neighborhood service uses”.

Program LU-7.1.1.1 was amended to read “Map and describe the Town Center Plan Area as the commercial core of the Town...”. The Design Review Board was removed from responsibility.

A new program LU-7.1.1.2 was added to read: “Rezone all Commercial Highway Zones to Central Commercial Zone and revise the Central Commercial Zone as appropriate”. All departments that were added under the previous program were added and the schedule noted that this program would to be implemented immediately upon adoption of the General Plan.

A new program LU-7.1.1.3 was added to read: “Revise the Zoning Ordinance, as necessary, to allow limited neighborhoods”. All departments that were added under the previous program were added and the schedule noted that this program would to be implemented immediately upon adoption of the General Plan.

Vice-Chair Childers discussed Policy LU-7.1.2, when he noted that ordinances were sometimes changed but that the General Plan generally was not amended.

Following general discussion, there was consensus that no changes would be made to Objective LU-7.2, its programs and policies; that the language was sufficient.

Vice-Chair Childers discussed Goal LU-8, which pertained to preserving community diversity through affordable housing opportunities. He noted that the intent of this goal was to satisfy State Regulations.

Vice-Chair Childers discussed Goal LU-9, which pertained to preserving and restoring local historic buildings. He noted that the content duplicated the content of the Conservation Element but that GPAC believed that a policy was necessary to preserve/restore old buildings.

General discussion took place on the music era that Program LU-9.1.3.1 cited. Vice-Chair Childers noted that Fairfax was identified with the 1960s, which GPAC thought should be highlighted in this section.

Policy LU-9.1.1 was amended to read “The Town of Fairfax....inventory of buildings, features, important eras, and sites of local...”

Discussion took place on the appendices. At Chair Ketcham’s suggestion, National Marine Fisheries Service was added.

M/S, LaMotte/Lacques, Motion to accept Resolution No. 10-03, a Resolution of the Fairfax Planning Commission forwarding the Draft Land Use Element of the General Plan Update to the Town Council for review and to make appropriate amendments, with the changes made to the document at the meeting of June 3, 2010, and amending the footer to read “Land Use Element Final Planning Commission Draft 6/3/10”.

AYES: All

Commissioner Meigs recused herself at 10.10 p.m.

3. Final consideration and/or editing of the Draft Noise Element; and possible adoption of Resolution No. 10-04 forwarding the Draft Noise Element on to the Town Council for further consideration.

Due to the lateness of the hour, discussion of the Draft Noise Element was continued to the next meeting.

#### Planning Director’s Report

Planning Director Moore reminded the Commissioners that discussion of the fifth element to the General Plan had been completed. He noted that the Draft Noise Element, Housing and Conservation Elements remained for discussion.

#### Approval of Minutes

4. Review of the Minutes from the Meeting of May 20, 2010

M/S, LaMotte, Ramsay, Motion to approve the minutes from the meeting of May 20, 1010.

AYES: LaMotte, Ketcham, Lacques, Ramsay

ABSTAIN: Hamilton

Commission Comments and Requests

Chair Ketcham noted that he would not be able to attend the meeting scheduled for July 1, 2010.

Adjournment

A motion was made, seconded and unanimously passed to adjourn the meeting at 10.15 p.m.

Respectfully submitted,

Joanne O'Hehir