

**TOWN OF FAIRFAX
STAFF REPORT
Department of Planning and Building Services**

TO: Fairfax Planning Commission
DATE: March 17, 2016
FROM: Jim Moore, Director of Planning and Building Services

Several of the Planning Commissioners have requested that the Commission discuss the possibility of taking formal action to request smaller sized (11" x 17") development plans and/or electronic plans instead of full sized plan sets with planning applications.

Recommendation

The Commission should discuss the matter and give staff direction on how to proceed – either to schedule formal action regarding a change to the submittal requirements list for the next agenda, or direct staff to leave the plan requirements unchanged.