

**TOWN OF FAIRFAX  
PLANNING COMMISSION  
MEETING AGENDA/NOTICE  
7:00 PM, THURSDAY MAY 21, 2015  
FAIRFAX WOMEN'S CLUB, 46 PARK ROAD**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF AGEND)**

**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**

**PROCLAMATION FOR COMMISSIONER EZZET**

**CONSENT ITEMS**

**1. 24 Iron Springs Road; Application # 15-08**

Expansion/connection of a semi-attached, laundry shed to an existing single-family residence, expanding the dining room of the 1,774 square foot residence and increasing the residence to 1,940 square feet; Assessor's Parcel No. 001-091-09; Residential Single-family RS 6 Zone District; John and Lisa Scopazzi, applicants/owners; CEQA categorically exempt, § 15301(e).

**2. 11 Pine Drive; Application # 15-12**

Request for a Use Permit, Variance and Encroachment permit to construct a 468 square foot addition to a one story residence adding an internal stairway to a new lower living level that will include a master bedroom and bathroom. Project includes remodeling of the upper living level converting one of the bedrooms into a laundry room and the construction of a 2 car parking deck with a storage room underneath it to the west of the residence and a retaining wall to accommodate a fire truck pull out across

the street; Assessor's Parcel No. 003-121-27; Residential Single-family RS 6 Zone District; Stewart Summers, applicant/architect; Michael and Renee Sylvia, owners; CEQA categorically exempt, § 15301(e)(1).

## **PUBLIC HEARING ITEMS**

### **3. 69 Spruce Road; Application # 15-09**

Request for a Preferential Parking Permit to create a 32 foot long by 9 foot wide parking space by constructing a retaining wall that will reach up to 7 feet in height. Project will also include reconstruction of the residence access stairway. The entire project will take place within the Spruce Road right-of-way along the property frontage; Assessor's Parcel No. 001-145-01; Residential Single-family RS 6 Zone District; Wendy Oliveira, Farallon Company, applicant; Ellen De Martini, owner; CEQA categorically exempt, § 15301(4) and 15305(b).

### **4. 188 Bothin Road; Application # 15-14**

Request for a Hill Area Residential Development Permit, Design Review and Combined Side Setback Variance to remodel 336 square feet of an existing 1,550 square foot residence and add 853 square feet that will include an internal stairway to a second story that will include a study, walk-in closet, master bedroom and bathroom addition with a new deck. Addition/remodel will result in a 2,403 square foot residence; Assessor's Parcel No. 001-082-56; Residential Single-family RS 6 Zone District; Ted Arleo, applicant/architect; Cheryl Tatum owner; CEQA categorically exempt, § 16301(e)(1) and 15305(a).

### **5. 31 Bolinas Road; Application # 02-39**

Request for a Use Permit Modification, Design Review and Parking Variance to demolish an open sided shed roof and remove three walk-in, commercial refrigerators to construct a new addition to the existing complex of commercial buildings. Project includes reconfiguring the parking lot to accommodate outdoor restaurant seating area and subdividing the space at 31 Bolinas Road and new area behind the 29 Bolinas Road building to accommodate 4 commercial spaces plus one ground floor residential unit/commercial space; Assessor's Parcel No. 002-192-22; Central Commercial CC Zone District; Fred Divine, applicant/architect; Brad Schwan, owner; CEQA categorically exempt, § 15301(a), 15301(e)(1), 15303(c).

## **MINUTES**

6. Minutes from the April 23, 2015 meeting.

## **DISCUSSION ITEMS**

7. Zoning Ordinance: Issues list prioritization and schedule of first meeting to start addressing zoning code amendments

## **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 at [www.townoffairfax.org](http://www.townoffairfax.org) 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 a minimum of 48 hours prior to the meeting. **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.

