

**TOWN OF FAIRFAX
PLANNING COMMISSION
MEETING AGENDA/NOTICE
7:00 PM, THURSDAY SEPTEMBER 19, 2013
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

CONSENT ITEMS

1. 1621 Sir Francis Drake Boulevard; Application # 13-27

Request for a Use Permit to locate two office spaces on the ground floor of an existing structure located in the Central Commercial CC Zone District where offices are only permitted on the second floor; Assessor's Parcel No. 002-211-02; Central Commercial CC Zone; Genevieve LeGoff, applicant; William Lehrke, owner; CEQA categorically exempt, § 15301.

PUBLIC HEARING ITEMS

2. 2001 Sir Francis Drake Blvd.; Application # 13-32

Request for a Conditional Use Permit, Formula Business Use Permit, Design Review, Sign Permit and Traffic Impact (TIP) Permit to open a gas station/convenience market on a site that has historically been used as a gas station/car repair business; Assessor's Parcel No. 002-116-04; Central Commercial CC Zone District; Ron Jacobs, PM Design Group, applicant; Arash Salkhi, owner; CEQA categorically exempt, § 15301(a).

MINUTES

3. Minutes from the August 15, 2013 meeting.

PLANNING DIRECTOR'S REPORT

There is no Director report scheduled for this meeting.

DISCUSSION ITEMS

There are no discussion items scheduled for this agenda.

COMMISSIONER COMMENTS AND REQUESTS

ADJOURNMENT

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 on the Town website on the Friday 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.

