

FAIRFAX PLANNING COMMISSION MEETING MINUTES  
VIA TELECONFERENCE DUE TO COVID-19  
THURSDAY, JUNE 18, 2020

Call to Order/Roll Call:

Chair Green called the meeting to order at 7:00 p.m.

Commissioners Present: Norma Fragoso  
Esther Gonzalez-Parber  
Philip Green (Chair)  
Laura Kehrlein  
Mimi Newton  
Michele Rodriguez  
Cindy Swift

Staff Present: Ben Berto, Planning Director  
Linda Neal, Principal Planner

Planning Director Berto noted that individuals wishing to address the Commission should use the “raise your hand” function. The Commission will be flexible in terms of allowing individuals to speak.

**APPROVAL OF AGENDA**

M/s, Fragoso/Newton, motion to approve the agenda.  
AYES: Fragoso, Gonzalez-Parber, Kehrlein, Newton, Rodriguez, Swift, Chair Green  
(Through a roll call vote).

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

There were no comments.

**CONSENT CALENDAR**

There were no Consent Calendar items.

**PUBLIC HEARING ITEMS**

- 1. 1573 Sir Francis Drake Boulevard; Application #20-5  
Request for a Use Permit for an outdoor seating area adjacent to an existing restaurant;  
Assessor’s Parcel No. 002-213-10; Highway Commercial CH Zone; Lori and Brian  
Bruckner, applicants/owners; CEQA categorically exempt per Section 15301(a) and  
15303(e).**

Principal Planner Neal presented the staff report. She summarized the recommended additional Conditions of Approval listed on page 5 of the staff report.

Commissioner Newton asked staff if they have a recommendation about the timing of the signage. Principal Planner Neal stated staff did not set any time limits to legalize or remove the signage due

to the extra hardships caused by the pandemic but the applicant has indicated he would file an application for an Exception to the Sign Ordinance. The Commission could designate a time limit within which the application must be submitted.

Commissioner Newton asked if the revision to the proposed seating for the Redwood grove area was consistent with the prior proposal. Principal Planner Neal stated the plan was for more substantial chairs. There are no tables proposed for the Redwood grove- just comfortable chairs.

Commissioner Fragoso stated she sees three different layouts and is not clear about what is being proposed. Principal Planner Neal explained the different drawings. The large set with the graph paper was what the applicants thought they wanted to do for the Permanent Use Permit. They discovered things that might work better while operating under the Temporary Use Permit. They want to add the two picnic tables back by the barn and some chairs in the Redwood grove. The other plan is the original site plan before the Lodge opened.

Commissioner Swift asked about the application process for a Temporary Use Permit. She noted the operating hours were different for the Temporary Use Permit (TUP) vs. the Conditional Use Permit (CUP). She asked if the applicant needs ABC approval before the TUP is issued. Planning Director Berto explained the TUP process. He noted staff wanted to speed up the process for the benefit of businesses and things that are "missed" could be addressed in the application for the CUP. Principal Planner Neal stated they are not staying open outside past 8:00 p.m.

Commissioner Swift referred to the large set of plans and the asked about the plans for circulation and whether it made sense to delete the entrances on both sides of the building and create a "loop". Principal Planner Neal agreed- the entrance should be on the east side with the exit on the west side.

Commissioner Kehrlein asked for clarification about the front yard tables. Principal Planner Neal stated the Town of San Anselmo approved the placement of three tables on the Sir Francis Drake Boulevard side of the rock wall which is within the San Anselmo city limits. The application for the CUP shifts the tables into Fairfax under the roof overhang of the building. Commissioner Kehrlein asked about the rope barricade. Principal Planner Neal stated the applicants could answer that question.

Chair Green referred to page 2 of the Resolution and stated the operating hours were not clear. He suggested using dates instead of seasons.

Chair Green asked if staff was supportive of the use of the kegs/canisters. Principal Planner Neal stated the kegs were used for the TUP. They are proposing planters and bicycle racks for the CUP. She was initially concerned about the kegs but is not concerned about the planters. Chair Green stated the kegs could be knocked over very easily.

Commissioner Rodriguez asked about the land use issues surrounding the proximity to a day care and the fence. Principal Planner Neal stated a number of Commissioners had previously raised the issue of a fence. The owners of the day care center and the Lodge are in discussions.

Commissioner Fragoso asked if the neighbors were concerned about parking near the barn. Principal Planner Neal stated the neighbors are concerned that all the improvements and uses take place on the applicant's property. Commissioner Fragoso stated the Supplemental Diagram dated June 1, 2020 has distorted dimensions that cannot be verified on the larger set of plans. There is not enough space for the two tables unless they are taking up a parking space. She asked about the thick black wall between the main building and the proposed permanent patio area. Principal Planner Neal stated that was the addition originally proposed.

Chair Green opened the Public Hearing.

Mr. Brian Buckner, applicant, made the following comments:

- The kegs are temporary and will be replaced by a more permanent planters that will provide a substantial barrier between the guests and the parking lot.
- Everything going on now with respect to the onsite dining situation was done under the Temporary Use Permit.
- They are trying to play catch-up despite the substantial financial losses.
- There is an easement between the two properties allowing the next door residents to use the driveway to access parking spaces.
- They have approval from the ABC to serve wine and beer outdoors.
- The rope barrier is an ABC requirement.
- They will be open until 8:00 p.m. during daylight savings time and then reduce the hours with the reduction in daylight.

Commissioner Newton asked how soon they would get approval of the signage. Mr. Buckner stated he would do it immediately. Commissioner Newton asked for a description of the seating in the Redwood grove. Mr. Buckner stated they were three Adirondack chairs and one rocking chair.

Chair Green asked if the primary clientele would be bike riders. Mr. Buckner stated most of the customers are families who walk to the restaurant and bicyclists that live close by. They do not expect a lot of cars since parking is limited.

Commissioner Swift asked if the parking in the back on the east side was for the day care staff. Mr. Buckner stated "yes". Commissioner Swift asked if the rope barrier would remain even if the sidewalk tables are moved back onto the property under the overhanging roof. Mr. Buckner stated "yes". Commissioner Swift asked if there were other outside areas, aside from the Redwood grove, that could be used for seating. Mr. Buckner stated "yes" - there was a lot of space on the west side near the Privets.

Commissioner Fragoso asked if they were moving forward with the permanent seating arrangement in the larger plan. Mr. Buckner stated "yes". She asked if they would be willing to remove the kegs and install larger planters along that turnaround. Mr. Buckner stated "yes".

Commissioner Gonzalez-Parber asked about the Traffic Impact Permit (TIP) requirements given the seating count of fifty eight. Principal Planner Neal stated reuse of an existing building or expansion of a building triggers the TIP permit- not adding seats outside. Commissioner Gonzalez-Parber asked about the existing parking. Principal Planner Neal stated it is shown on the site plan. The only thing that has been relocated was the accessible parking space. Commissioner Gonzalez-Parber asked if there would be any parking conflicts with the day care employees and the Lodge customers. Mr. Buckner stated "no".

Commissioner Swift asked if the fence between the day care and the Lodge was locked. Mr. Buckner stated he was not sure but there is a gate. He could put up some signs.

Commissioner Newton asked if they plan to use planters where the temporary stanchions are shown on the ABC Diagram. Mr. Buckner stated "yes". Commissioner Newton referred to the rope barricade and asked if the sidewalk would continue to be ADA compliant. Mr. Buckner stated "yes".

Commissioner Fragoso asked about the letter from two of the neighbors on Ramona Way expressing a number of concerns. She wanted a Condition of Approval that would guarantee there will be a discussion. Principal Planner Neal stated there was no guarantee that there will be a satisfactory resolution and they seemed to be at an impasse.

Mr. Jim Donohoe made the following comments:

- He has some major reservations about the outdoor space during the COVID-19 emergency and the application for permanency.
- This application should be postponed until after the pandemic.
- He objected to the noise from the “outdoor beer garden”, touch football games in the day care center parking area, and lack of privacy;
- He has discussed modifications to the plans with the applicants including: 1) Moving the outdoor area closer to the car wash; 2) Construction of a sound wall; 3) No play area for the kids while the parents are socializing; 4) Day care should lock its facilities during non-operational hours; 5) Kids should not play in the parking lot of the Lodge; 6) People should not park on the east side of the day care and go into the bar.
- He displayed a video.

Mr. Thad Logan, Sleepy Hollow, made the following comments:

- He supports the patio at the Lodge- it would be a huge amenity for the business.

Principal Planner Neal read an email from Mr. Brian Kelly stating the Lodge is a community friendly establishment in this underserved area of Fairfax. Outdoor dining would be a net positive.

Principal Planner Neal read an email from Ms. Whitney Ball encouraging the Commission to approve the Use Permit application for outdoor dining at the Lodge.

Principal Planner Neal read an email from Mr. Bruce Gaudie expressing concern about the opening and closing hours for the indoor and outdoor areas once the COVID ban is lifted, whether or not there are a sufficient number of parking spaces, the exterior lighting, and allowing music that is not acoustical.

Principal Planner Neal read an email from Mr. Mark Waltering supporting the Use Permit and allowing the property to be utilized in its historic sense.

Principal Planner Neal read an email from Mr. Chris Gerner in support of outdoor dining becoming permanent at the Lodge.

Principal Planner Neal read an email from Vince and Tracy Genovese supporting the application for outdoor seating. This is a community hub and a gathering place for families and friends

Commissioner Newton asked Mr. Buckner if he would submit a different plan that incorporated different planters and moving the tables by the barn. Mr. Buckner stated there were mitigating steps that could be taken to minimize the noise. He could put some tables by the fence that abuts the car wash. He is not opposed to trying to make things better for everybody.

Chair Green suggested some signage by the barn asking people to keep the noise down. Mr. Buckner stated they are not trying to create a “loud beer garden” or a “never ending party”.

Chair Green closed the Public Hearing.

Commissioner Newton provided the following comment:

- She appreciated the efforts to re-open.
- She suggested continuing the application for one month given the discussions that the applicant is having with the neighbors.
- She would like to see a revised drawing.
- The applicant would continue to operate under the Temporary Use Permit.

Commissioner Swift provided the following comment:

- They are still trying to work out the table configuration
- They can operate under the TUP.
- She is concerned with the foot traffic and seating in the Redwood grove- it could impact the trees. If they cannot find alternative seating then she would like to see 6"-12" of mulch.
- The parking is in the back of the lot which is overgrown with bushes This area should be cleaned up and identified as parking.
- The parking flow should have the entrance coming in from the east and the exit going out the west.
- She saw no reason to require native and drought tolerant plants in the planter boxes.

Commissioner Kehrlein provided the following comment:

- She is concerned about the back up space provided and stated 26 feet would be better
- She is glad the sidewalk tables are being incorporated next to the building.
- They might need the entire summer to figure out what works best for the business and the neighbors.
- She is concerned about the tables that are next to the barn and the proximity to the residential uses.
- She asked if the rope barricade was necessary since the sidewalk tables are being moved.
- She is concerned about the signage in the front of the building- it is cluttered and difficult to read.
- She supports a continuance.

Commissioner Gonzalez-Parber provided the following comment:

- She thanked the applicants for "hanging in there". It is a great idea.
- She agreed with Commissioner Kehrlein- a 24 foot drive isle is a bit tight.
- The business is an asset to the community and she encouraged the applicants to come up with a solution that works for everybody.
- The TUP gives the applicant an opportunity to experiment.
- She would like to see a more well thought-out buffer given the two, conflicted uses.
- She supports a continuance.

Commissioner Fragoso provided the following comment:

- She loves the outdoor seating idea especially in that Redwood grove.
- She is not supportive of putting chairs on the sidewalk. The sidewalks would no longer be ADA compliant,
- The tables by the barn are not appropriate.
- She is concerned that the kegs are not safe.
- The different sets of plans were confusing.
- They need to know where things are going.
- She appreciated the applicant's discussions with the neighbors.
- She is in favor of keeping the three tables and chairs within the concrete wall.
- She is concerned about the rope and the wooden bollards. It does not allow for full ADA compliance.
- She did not want to see the sign application come back with all the different blade signs.
- She was opposed to any kind of music outdoors- this is a quagmire in the community.
- She wants to see this move forward.

Chair Green provided the following comment:

- He referred to the Resolution, Condition #2, and asked for a more explicit summary of the operating hours.
- He referred to the Resolution, Condition #3, and stated it should read: "The applicants... materials, *approved* signage...".
- This is a terrific project and he is glad they are open for business!

- He also had a problem with the different sets of plans.
- He supported a continuation.

Mr. Buckner made the following comment:

- He is disappointed they could not get this done tonight.
- It seems like requesting to put a few tables out back is a “small ask”.

Principal Planner Neal stated staff would need the revised plans at least ten days before the hearing.

M/s, Newton/Fragoso, motion to continue Application #20-5, 1573 Sir Francis Drake Boulevard, off calendar, to enable the applicant to work with staff on addressing the issues brought up tonight.

AYES: Fragoso, Kehrlin, Gonzalez-Parber, Newton, Rodriguez, Swift

NOES: Rodriguez, Chair Green

(Through a roll call vote).

Commissioner Rodriguez stated she thought the application could be approved tonight by the addition of Conditions of Approval.

Chair Green stated he voted “no” because the matters were not that complicated and could have been addressed tonight.

## **2. Consideration/recommendation to the Town Council of a digitized version of the Ridgeline Scenic Corridor Map (Visual Resources Map No. 9)**

Planning Director Berto presented the staff report. He stated no map by this name is to be found in the Zoning Ordinance or the General Plan. There is a “Map of Visual Resources” (Figure S-1) contained in the General Plan and staff believes it should be replaced.

Commissioner Rodriguez commended staff on making this geospatial information available to developers, home owners, etc. She asked if they were deleting the General Plan Map and only opening up the Zoning Ordinance. Planning Director Berto stated the General Plan Map would remain but the Zoning Ordinance would need to be clarified. Commissioner Rodriguez referred to Attachment “B” and asked if the yellow line delineated the Town limits or the Town’s Sphere of Influence. Planning Director Berto stated it depicted the Town limits.

Commissioner Rodriguez asked what would trigger application of the Ridgeline Development Ordinance. Planning Director Berto stated this map would eliminate uncertainty about the applicability of the ridgeline development regulations. It almost functions as an Overlay Zone since the regulations apply to areas referred to in the map. Commissioner Rodriguez asked how someone would know to refer to the map and the Zoning Code. Planning Director Berto stated staff would add this as a layer to Marin Map which is available to residents.

Commissioner Newton stated she found a reference to the Visual Resources Map No. 9 (OS-1) along with twelve others, in the 1974 General Plan Open Space Element. She asked if these twelve maps correlate with the hard copy maps she delivered to staff. The visual resources discussed in the 1974 Open Space and Conservation Elements extend beyond the Town’s boundaries. There is a provision in the Land Use Element that requires an updating of the OS-1 Map by the Open Space Committee. She asked if this has been coordinated by staff. Principal Planner Neal asked if Map No. 9 is called “Suitability for Open Space” and not “Visual Resources Map”. Commissioner Newton stated it has the same name that is in the code. Planning Director Berto stated the challenge with the 1974 General Plan is that the connection between references and actual diagrammatic documents was not clear. He noted the ridgeline scenic corridors are clearly contained in the Visual Resources Map.

Chair Green stated any map they have today that can be digitized to the actual earth would be more accurate and adaptable.

Commissioner Swift stated it seems that there were multiple maps (1-12) and a bunch of maps in the General Plan and other maps are referenced in the code. This one is referenced as Map No. 9 but it probably should have been identified as the Visual Resources Map and not identified as Map No. 9. The digitized map now has the Town's border. She is concerned that they have visually significant areas outside of the borders, such as the Sphere of Influence, that are not shown on the map. Planning Director Berto stated the applicability of the Zoning Ordinance is limited to the areas within the Town.

Commissioner Newton referred to Attachment "A" and stated the area in green with the red line represents the Ridgeline Scenic Corridors. In 2006 she saw a separate drawing that had separately hand drawn ridgeline corridors. She did not know what maps were used when they were looking at possible development of the top of Upper Ridgeway. She would like to ask someone with historic knowledge about the drawing.

Principal Planner Neal displayed a list the multiple maps (1-12) and noted the maps were numbered but the numbers were not labeled on the maps themselves.

Planning Director Berto stated the former General Plan referenced Map No. 9, Visual Resources, which has been incorporated into the current General Plan and is now available in a digitized version. The idea is to have a digitized version depicting property boundaries. They could hire the GIS person to incorporate the areas in the County and San Anselmo.

Commissioner Rodriguez asked if staff was saying that this is not applicable in some ways to properties or that somehow they would be unable to apply Chapter 17.060 to projects. She agrees that they need to open up the ordinance and tighten up what is going on between Chapter 17.030, and 17.060 by adding an Application Section to the ordinance by including the definitions of this visual significant areas, the ranges, and the vista points. She would be interested in re-tinkering some of the height in the code. She liked the idea of going back to the Open Space Committee. There is a gap in her understanding about the applicability of this map.

Planning Director Berto stated the 1974 map would be very difficult to apply to any property. The boundaries do not correspond to any lots and there are inaccuracies relative to physical features.

Commissioner Rodriguez stated they could do a two phased approval by approving the map tonight and initiating a Zoning Amendment to Chapter 17.060 to address other issues.

Commissioner Swift stated she is concerned about changing the map and leaving those visually significant areas outside the Town's boundaries off any map. They are part of the General Plan. The Open Space Committee should be brought in to review these maps.

Principal Planner Neal stated staff does review and comments on projects outside the Town limits and she agreed that this information should not be eliminated on the maps.

Planning Director Berto stated Attachments "B" and "C" are two scales of the same map. They could recommend adoption of Attachment "B" which shows the entirety of the Visual Resources Map. They are getting the digitized accurate version of this map on the books and usable as a reference in applying it to future developments.

Commissioner Newton referred to Chapter 17.060.020 and stated the two terms defined were "major ridges" and "ridgeline scenic corridor". "Major ridges" are not shown and some of the data has been

lost. The language in the definitions is not “ridgelines” but rather “major ridges”. She would like more time to figure this out.

Chair Green referred to the Resolution and stated they might not want to limit it to Attachment “C” and he suggested adding a statement about what the map is.

Commissioner Rodriguez suggested continuing this item and scheduling a Joint Meeting with the Open Space Committee.

Chair Green opened the Public Hearing.

Mr. Mark Bell made the following comment:

- He agreed with the comments made by Commissioners Newton and Rodriguez.
- The items should be continued for clarification.
- He does not want to see houses on the ridgeline.

Chair Green closed the Public Hearing.

Planning Director Berto asked if it was the consensus of the Commission to broaden the scope of the discussion and bring the Open Space Committee into that discussion.

Chair Green provided the following comments:

- The reference to just Attachment “C” is not good enough.
- It would be better to have a more accurate map.
- He would not mind hearing from the Open Space Committee.

Commissioner Swift provided the following comments:

- She supports reaching out to the Open Space Committee.
- She supports the continuance.

Commissioner Kehrlein provided the following comments:

- She agreed with the comments made by Chair Green.
- She supported improving old information to make it more accurate and user-friendly.
- They should reach out to the Open Space Committee.

M/s, Newton/Rodriguez, motion to continue this item to the July meeting and ask staff to reach out to the Open Space Committee and include them in future deliberations. The Open Space Committee should give a presentation on the history of the mapping and comment on the inclusion of the small map vs. large map, code changes

AYES: Fragoso, Kehrlein, Gonzalez-Parber, Newton, Rodriguez, Swift, Chair Green  
(Through a roll call vote).

The Commission took a 5-minute break at 10:17 p.m.

## **Discussion Items**

### **3. Discussion of Objective Design and Development Standards**

Planning Director Berto presented the staff report. He briefly discussed the May 27th workshop held by Opticos, the design firm leading the effort. A video of that meeting is posted on the Town Website. There is an Objective Design and Development Standards (ODDS) Subcommittee. Staff has not received any proposals from architectural historian firms to perform reconnaissance surveys and develop recommendations for the protection of cultural resources. These will be incorporated

into the standards. Over 500 people have taken the on-line survey and the hope is that they will get more Fairfax participation.

Commissioner Newton stated she took the survey but was concerned that it was not very “Fairfaxian”. She asked about the outreach done by staff and whether they could add special questions. Planning Director Berto stated it has been discussed by the Council, posted on the Town’s Website with live links, and included in the Town’s Newsletter. Adding special questions was a budget issue and they have been focusing on microscale documentation.

Commissioner Swift asked if the survey was still on-line and she asked about the process going forward. She agreed that the survey did not represent Fairfax and would not be easily understood by Fairfax residents given all the samples. There are opportunities to do more outreach.

Planning Director Berto stated the survey was up until the end of June. A general timeline was discussed at the May 27<sup>th</sup> workshop and included details for the specific deliverables. There will be a presentation to the Commission sometime in the fall. The standards will be unveiled sometime in the fall to spring period.

Commissioner Fragoso stated she watched the workshop and she is very impressed with the work they have done and the approach they are taking. She liked the “place types”, the “building types”, and where they began to flesh out objective design and architectural standards.

Commissioner Gonzalez-Parber stated the process is complicated and is intended to give local jurisdictions more control by creating a matrix or templates. This process will take a while for them to get to Fairfax and its unique circumstances, topography, etc. Their standards do not include Single-Family Zones including Accessory Dwelling Units (ADUs). Planning Director Berto stated Fairfax was one of the jurisdictions participating in the ADU study performed by a different firm.

Commissioner Rodriguez asked where the architectural firm Request for Proposal (RFP) was posted. This is a critical aspect for Fairfax since they are so unique. Planning Director Berto stated they are not typically posted publically. The deadline has been extended to July 8<sup>th</sup>. Commissioner Rodriguez stated Opticos stated they would be developing guidelines to address sloped properties. They also mentioned they completed an existing conditions analysis and place types atlas for each of the jurisdictions. She would like to see a link posted on the Town Homepage to the survey.

Chair Green stated he would like to see more participation in the survey and would like to see the deadline extended and more advertising done. There is a project timeline in the PowerPoint presentation. He noted the community workshops should be held in the beginning and not two-thirds along in the process.

Planning Director Berto agreed that the standards will have a major impact on future development. He noted staff would be getting information regarding the new Regional Housing Needs Assessment (RHNA) numbers shortly. There is a movement to eliminate Single-Family Zones and replace them with “Quad-Plex” Zoning on Single-Family lots.

Commissioner Fragoso stated the historic properties survey can be built into this work and provide a more local “place type” and “building type”. This is a detailed process that will take time.

Planning Director Berto stated he would do his best to get more notice about the survey posted on the Town’s Homepage. Principal Planner noted two hundred and eleven individuals, mostly residents, routinely receive Planning Department notices.

Planning Director Berto stated there has been limited interest in serving on the Historic Subcommittee and he asked the Commission to put the word out.

Chair Green opened the meeting to public comments.

There were no comments.

Chair Green closed the meeting to public comments.

## **Minutes**

### **4. Minutes from the April 16 and May 21, 2020 Commission meeting.**

M/s, Fragoso/Swift, motion to approve the April 16, 2020 minutes as corrected.

AYES: Fragoso, Gonzales-Parber, Kehrlein, Newton, Rodriguez, Swift, Chair Green  
(Through a roll call vote).

M/s, Fragoso/Swift, motion to approve the May 21, 2020 minutes as corrected.

AYES: Fragoso, Gonzales-Parber, Kehrlein, Newton, Rodriguez, Swift

ABSTAIN: Chair Green

(Through a roll call vote).

## **Planning Director's Report**

Planning Director reported Town Hall will be partially reopening on Monday with normal morning hours and staff availability by appointments in the afternoon. Having a full "crew" in Town Hall at the same time is still not possible. Staff anticipates discussions surrounding fire safety, and specifically the Evacuation Study, to resume soon. The Council adopted an Urgency Ordinance allowing businesses to use outdoor spaces, both public and private. The Mono Parking Lot is one of these locations. He will continue to review Temporary Use Permits for these uses. There are two appeals that will be heard by the Council- the temporary Use Permit for the Lodge and the application for 80 Crest Road.

## **Commissioner Comments and Requests**

Commissioner Swift asked if Tree Permits were getting issued. Planning Director Berto stated the Tree Committee has not been able to meet but staff has been reviewing some applications where there are fire safety concerns.

Commissioner Swift stated the public posting on the property of 88 Toyon Road was not specific as to the number of trees that were included in the Tree Removal Permit Application. The posting stated that more information could be obtained at Town Hall. The notice should identify the number and species of trees.

Commissioner Swift asked about the status of the discussion on short-term rentals. Planning Director Berto stated the Town Manager is going to take the lead on this issue. The Town has some more pressing priorities at this time.

Commissioner Swift asked if the issues regarding fire safety and ADUs was "back on the table". Planning Director Berto stated they need to get clarification on those "moving pieces" that would be involved. He would make the subcommittee aware of any upcoming meetings.

Commissioner Swift asked when the Commission would be reviewing the annual Housing Report that is sent to HCD. Planning Director Berto stated they have not received the report back from HCD. Commissioner Swift stated she would like to receive the RHNA numbers and what has been

accomplished as soon as possible. Planning Director Berto stated staff would be receiving the new RHNA numbers this summer. He anticipates they will be quite large.

Commissioner Newton reported last night's Council meeting including a discussion on how Police Department's operate. She wants to discuss the lack of affordable housing and other social justice issues.

## **ADJOURNMENT**

A motion was made, seconded and unanimously approved to adjourn the meeting at 11:35 p.m.

Respectfully submitted,

Toni DeFrancis,  
Recording Secretary