



**TOWN OF FAIRFAX  
THE PLANNING COMMISSION  
PUBLIC HEARING AGENDA  
7:00 PM, THURSDAY DECEMBER 17, 2020**

**VIA TELECONFERENCE ONLY**

<https://townoffairfax.org/watch-live/> (<https://townoffairfax.org/watch-live-2/>)  
Cable TV Channels 27 and 99

All Town of Fairfax public meetings will be conducted using teleconferencing or other electronic means consistent with State of California Executive Order Nos. N-25-20 and N-29-20 to protect public health while still maintaining transparency and public access, the Town will not offer an in-person physical meeting location for the public. The public will be able to view the meeting on television and online as usual and participate in the meeting by teleconference and e-mail

**Members of the public may join or watch the meeting live using any of the following options:**

- <https://www.townoffairfax.org/watch-live/>  
(<https://www.townoffairfax.org/watch-live-2/>)
- <https://cmcm.tv> (<https://cmcm.tv/27>)
- Zoom: click on the following link: <https://us02web.zoom.us/j/84270521962>  
Zoom telephone call in: 1 669 900 6833 or 1 346 248 7799  
Webinar ID: 842 7052 1962

**Members of the public may provide public comment during the meeting using ONE of the following options:**

- Using the Public Comment form directly below the live stream meeting on the on the town website.
- On Zoom, select the Raise Hand function during the public comment time and you will be unmuted when it is your turn.
- If you are calling in, press \*9 during the public comment time to raise your hand and \*6 to be unmuted to speak.

Prior to the meeting, as always, members of the public may submit written comments to the Planning Commission. If comments are received after the circulation of the Commission meeting packet, but prior to the start of the meeting, they will be sent to the Planning Commission and will be part of the meeting record. If comments are received after the start of the meeting, they will be part of the meeting record. Public comments ***will not*** be read out aloud by staff at the meeting.

**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

Anyone wishing to address the Commission on matters not on the agenda, but within the jurisdiction of the Commission, must do so by e-mail or in person via Zoom in the manner described above. Please state the matter on which you wish to speak. Matters not appearing on the Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Presentations will be limited to **three minutes, or as otherwise established by the Commission Chair**. Persons are not required to give their name or address, but it is helpful for speakers to state their name for the record and whether or not they are a Fairfax Resident in order that the Secretary may identify them.

**Conduct:** All interested persons are invited to 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) Provide their comments by e-mail as described above; (3) State view and concerns succinctly; and (4) Submit any new documents to the Planning Staff, first, via e-mail to be entered into the record.

## CONSENT CALENDAR

There are no consent items on the agenda.

## PUBLIC HEARING ITEMS

### 1. **169 Ridgeway Avenue; Application # 20-13 (continued from November 19)**

Request for a Hill Area Residential Development Permit, Ridgeline Scenic Corridor permit, Design Review Permit and Tree Removal Permit for a 1,548 sq. ft., 3-story, 27 ft. tall, 3 bedroom, 2 bathroom, single-family residence with an attached 266 sf. Garage; Assessor' Parcel No. 001-280-01; Residential RD 5.5-7 Zone; Alex Riley, Architect; Dylan Riley, applicant; Jojana Nineth, Quiroa Orozco, Clavier Edvin and Cifuentes Calderon, owners; CEQA categorically exempt, § 15303(a) and § 15332.

### 2. **Amendments to Town Code Title 17: Zoning, Chapter 17.060**

Consideration and possible recommendation to the Town Council for adoption an Ordinance amending Fairfax Chapter 17.060 Ridgeline Development of Town Code Title 17 Zoning, to incorporate references to maps as Exhibits that show Ridgeline Scenic Corridors as defined in the Chapter, and amend Chapter text to further clarify the ridgeline boundaries.

**3. 53 Taylor Drive; Bennett House Apartments; Application # 20-15**

Request for a Design Review Permit to construct a 270 sf maintenance building, 144 sf. garden shed and an industrial generator enclosure for an existing 70-unit elderly/disabled housing project; Assessor’s Parcel No. 001-183-19; Planned Development PDD Zone; Mercy Housing California, owner; Matt Kozina, TWM Architects and Planners, applicant; CEQA categorically exempt, § 15303(e).

**4. 18 Napa Avenue; Application # 20-16**

Request for a Use Permit, Variance, Floor Area Ratio (FAR) exception and Design Review Permit to raise an existing 2 unit structure 4 feet in height to elevate the finished floor of the first floor out of the flood way in compliance with FEMA regulations, and expand and legalize the existing Accessory Dwelling Unit (ADU) on the first floor; Assessor’s parcel No. 002-122-10; RD 5.5-7 Residential Zone, High Density District; John Fitzpatrick, owner; Laura Kehrlein, Divine and Associates, Architect; CEQA categorically exempt, sections 15301(e)(1) and 15303(a)

**DISCUSSION**

**5. Housing Element Update Work Program Discussion**

Discussion of a draft work program on the General Plan Housing Element Update planning for future housing development consistent with State mandates, for the next planning period of 2022-2030.

**ELECTION OF CHAIR/VICE CHAIR**

6. Election of Chair and Vice Chair for the year 2021.

**MINUTES**

7. Minutes from the November 19, 2020 Planning Commission meeting.

**PLANNING DIRECTOR’S REPORT**

**COMMISSIONER COMMENTS AND REQUESTS**

**ADJOURNMENT**

---

**Staff reports:** Staff reports and associated materials will be available for public review on the Town website at [www.townoffairfax.org](http://www.townoffairfax.org) 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)].

**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 Town's website at "townoffairfax.org" subject to the staff's ability to post the documents before the meeting. **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. Items shown on this notice may be taken out of order so all interested parties should be at the meeting at 7:00 PM.***