



**TOWN OF FAIRFAX  
THE PLANNING COMMISSION  
PUBLIC HEARING AGENDA  
7:00 PM, THURSDAY MARCH 18, 2021**

**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

### 1. *CONTINUED OFF CALENDAR:*

#### **1930 Sir Francis Blvd.; Application # 20-02**

Request for a Formula Business Conditional Use Permit and recommendations on a Design Review permit, Sign Permit and scoring of a medical cannabis dispensary/adult delivery business permit for recommendation to the Town Council; Assessor's Parcel No. 001-223-10; Central Commercial CC Zone; Element 7 Fairfax LLC. Applicant; Adham Nasser, owner; CEQA categorically exempt, § 15301(a). (Principal Planner Neal)

## PUBLIC HEARING ITEMS

### 2. **48-52 Bolinas Road; Application # 21-01**

Continued consideration of a request for a Design Review Permit to remove the existing shingled mansard style roof and replace/repair front façade of existing commercial building; Assessor's Parcel No. 002-115-15; Central Commercial CC Zone; Leyla Hilmi, applicant/architect; Peter and Norma Lydon, owners; CEQA categorically exempt, § 15301(a). (Principal Planner Neal)

### 3. **51 Belle Avenue; Application # 20-17**

Request for a Conditional Use Permit, Minimum and Combined Side Yard Setback Variance, and Parking Variance to construct a new 330 square foot, single-car garage

addition to a 1,017 square foot home; Assessor's Parcel No. 002-214-11; RD 5.5-7 Residential Zone, High Density District; Peter Brandelius applicant/owner; CEQA categorically exempt, § 15301(e)(1). (Assistant Planner Spencer)

**4. 88 Toyon Road; Application # 21-04**

Request for a design modification of a previously approved Hill Area Residential Development and Design Review permits to remodel/expand an existing 1,530 square-foot, 3-bedroom, 2-bathroom, 2-story single-family residence into a 2,319 square-foot, 3 bedroom, 2 ½ bathroom, 2-story, single-family residence; Assessor's Parcel No. 003-081-39; Residential Single-family RS-6 Zone; Gregg Foster, owner; Kenneth Holder, Architect; CEQA categorically exempt, §§ 15031(e)(1). (Principal Planner Neal)

**5. Housing Element status update.** (Planning Director Berto)

**6. Discussion/consideration of draft Ordinance** for recommendation to the Town Council for adoption amending Town Code Chapter 17.020, §17.020.030 to include a subsection (C) requiring a design review permit for exterior color changes or significant design changes to any buildings or other structures on commercially zoned properties. (Principal Planner Neal)

**DISCUSSION**

7. Discussion of zoning ordinance provisions regarding the boundaries of Ridgeline Scenic Corridors. (Planning Director Berto)

**MINUTES**

8. Minutes from the January 21, 2021 and February 18, 2021 Planning Commission meeting.

**PLANNING DIRECTOR'S REPORT**

**COMMISSIONER COMMENTS AND REQUESTS**

**ADJOURNMENT**

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**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 attend the meeting at 7:00 PM.***