



TOWN OF FAIRFAX

SPECIAL MEETING STAFF REPORT

August 9, 2022

TO: Mayor and Town Council

FROM: Heather Abrams Town Manager

SUBJECT: Appoint a councilmember to the Housing Element ad hoc subcommittee to replace outgoing Councilmember Goddard

RECOMMENDATION

Appoint a councilmember to the Housing Element ad hoc subcommittee to replace outgoing Councilmember Goddard.

DISCUSSION

Councilmembers Coler and Goddard were appointed to the Housing Element ad hoc subcommittee.

Due to the decision of Councilmember Goddard not to run in the upcoming (November) election, and the need for the Housing Element subcommittee to continue into 2023, Councilmember Goddard is stepping down from the subcommittee. She believes it would be beneficial to appoint a new member, in the interest of continuity. As shown in the attached Draft Timeline, the project is anticipated to go beyond the November 2022 election.

FISCAL IMPACT

None identified at this time.

ATTACHMENTS

Housing Element Draft Timeline for remaining work

Draft Town of Fairfax Housing Element Update Project Timeline and Next Steps, as of August 3, 2022

1. **Council Sub-Committee Meeting** (Barbara Coler and Renee Goddard with project team members) – **August 3rd** [Agenda Topics including, Background; Project timeline/schedule; and Strategy/Approach for Zoning/ODDS (Objective Design and Development Standards)/Clustered Housing]
2. **CEQA scoping meeting – August/September** [Review period for the NOP to begin August 17, to include project description with map and table of sites. Scoping meeting during the week of August 29 – September 2 or after (Town to determine date and time) Comments can follow up to 30 days after NOP. This can be recorded and available on the website]
3. **Planning Commission Working Session** *to be confirmed for* **Aug 31st** [Graphic Presentation of Zoning in relation to ODDS and identified Housing Sites]
4. **Community Meeting #2** (In person option) – **September 10th** [Public outreach as part of Affirmatively Furthering Fair Housing (AFFH)]
5. **Council Sub-Committee Meeting – the week of Sept 20th** [Review Administrative Draft Housing Element (HE) to release the public draft HE the last week of September for the required 30-day local public review and comment period]
6. **Planning Commission Working Session** *to be confirmed for* **September 28th** [Request recommendation for ODDS & Inclusionary]
7. **Community Meeting #3 for draft HE** [Presentation at night Zoom meeting to enable Q & A and assist with those who would like to make comments. (Transcript to be available online and with full written comments)]
9. **Housing Element Subcommittee Meeting – early November** [Review comments and proposed responses to HCD on initial draft Housing Element released for required 30-day local review]
10. **Draft Housing Element with comments and responses submitted to State Department of Housing and Community Development (HCD)** - November
11. **Town Council Meeting, Dec 7** [Review materials for Zoning/ODDS/Clustered & Inclusionary Housing]
12. **HCD comment letter** (first round) – **Mid-February (2023)**
13. **Revised draft to HCD**, Safety Element-final, EIR-final, etc.~ **March**
14. ***Final Actions by Planning Commission and Town Council dependent on receiving “ready to certify” letter from HCD***