



**TOWN OF FAIRFAX  
PLANNING COMMISSION  
PUBLIC HEARING AGENDA  
7:00 PM, THURSDAY FEBRUARY 16, 2023**

**ADVISORY NOTICE**

This meeting will be held in-person at the Fairfax Women's Club, 46 Park Road, Fairfax, and, consistent with AB 361 during the declared order of emergency, the 7pm meeting is also being held virtually on Zoom. It will be broadcast on Channels 27 and 99, and livestreamed on <https://www.townoffairfax.org/watch-live-2/> or <https://www.cmcm.tv/27>

**How to participate in the meeting in-person:**

- Stay home if you are experiencing COVID-19 symptoms.
- Face coverings are strongly recommended for attendees.
- All attendees are encouraged to be fully vaccinated.
- Attendees will be limited to 50 percent of room capacity (no more than 96 persons) and all in-person attendees should socially distance as recommended by public health authorities. If the Chambers are 50% occupied, please participate on-line instead.

**How to participate in the meeting virtually.**

- Join the Zoom webinar and use the "raise hand" feature to provide verbal public comment.
- **On Zoom: Webinar ID: 836 6532 1093** or join <https://us02web.zoom.us/j/83665321093>
- **By telephone:** 1 (669) 900 6833 or 1 (346) 248-7799 and use Webinar ID above. If you receive a busy signal, call +1 (346) 248-7799 (**Press \*67 before dialing to hide your phone number**). To speak during the public comment time press \*9 and you will be added to the queue and unmuted when it is your turn to speak.

**Before 3:00 pm** on the day of the meeting you may **e-mail** written comments to the Planning Commission at [lneal@townoffairfax.org](mailto:lneal@townoffairfax.org). Comments will be provided to the Commission prior to the meeting and will become part of the meeting record but will not be read out loud.

**7:00 PM – 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, in person, or via Zoom in the manner

described above. Presentations will be limited to **three minutes, or as otherwise established by the Commission Chair.**

**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 their presentation to three minutes; (2) Provide their comments by e-mail as described above; (3) State their view and concerns succinctly; and (4) Submit any new documents to the Planning Staff, first, directly, or via e-mail at [ineal@townoffairfax.org](mailto:ineal@townoffairfax.org) to be entered into the record.

## **CONSENT CALENDER**

### **1. 139 Forrest Avenue; Application # 23-04**

Request for a Conditional Use Permit and Setback Variance for the remodel of an existing single-family residence and to construct a two-car garage; Assessor's Parcel No. 002-192-51; RS-6 Single-family Residential Zone; Kent Matheson, designer/owner; CEQA categorically exempt, § 15301(e) and 15303(e). **This item is recommended for continuance to the regular March 16, 2023 Planning Commission meeting.**

## **PUBLIC HEARING ITEMS**

### **2. 129 Lansdale Avenue; Application # 23-03**

Continued consideration of a request for a Design Review Permit and Compact Parking Space and Setback Variances for an interior/exterior residential remodel and site renovation providing additional parking; Assessor's Parcel No. 002-201-36; RD 5.5-7 Residential Zone; Andrew Davis, Fluid Studios, applicant; Kate MacLaughlin and Sampson Goff, owners; CEQA categorically exempt, § 15301(a).

### **3. 22 Wood Lane; Application # 23-05**

Request for a Conditional Use Permit to construct a 160 square-foot storage structure on a site developed with a single-family residence; Assessor's Parcel No. 002-041-13; RS-6 Single-family Residential Zone; Daniel and Lauren Segal, applicants/owners; CEQA categorically exempt, § 15303(e).

## **DISCUSSION ITEMS**

There are no discussion items scheduled for this meeting.

## **MINUTES**

4. Review and approval of minutes from the October 27, 2022 and the January 26, 2023 Planning Commission meetings.

## **PLANNING DIRECTOR'S REPORT**

## **COMMISSIONER COMMENTS/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 to a date certain, 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](http://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 in accordance with Government Code section 54954.2(a)(1). Items shown on this notice may be taken out of order so all interested parties should be at the meeting at 7:00 PM.