



Town of Fairfax Planning Commission Regular Meeting

FEBRUARY 15, 2024, 7:00 PM
Women's Club, 46 Park Road

Agenda

This meeting will be held in-person at the Fairfax Women's Club, 46 Park Road, Fairfax, and the 7:00 p.m. 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 virtually

- Join the Zoom webinar and use the "raise hand" feature to provide verbal public comment.
- **On Zoom: Webinar ID: 889 4332 9232** or join <https://us02web.zoom.us/j/88943329232>
- By telephone: [1 \(669\) 900 6833](tel:16699006833) or [1 \(346\) 248-7799](tel:13462487799) 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 2:00 pm on the day of the meeting you may e-mail written comments to the Planning Commission at Planning@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 P.M.—CALL TO ORDER

ROLL CALL (Commissioner Newton will participate via teleconferencing from 16 Ledge Rd. #72, Blue Hill, Maine, 04614)

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.

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 Planning@townoffairfax.org to be entered into the record.

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT CALENDER

There are no items on the consent calendar.

PUBLIC HEARING ITEMS

1. 339 Cypress Drive; Application # 23-35

Request for a Conditional Use Permit for two detached decks providing approximately 257 square-feet of deck area under construction adjacent to an existing single-family residence; APN # 003-131-49; RS-6 Single-family Zone; Bruce McCurdy, applicant; Tess and Jesse Posner, Owners; CEQA categorically exempt, § 15303(e). Principal Planner Neal

2. 290 Cascade Drive; Application #24-01

Request for a Conditional Use Permit and a Variance for the enclosure of an approximately 161 square foot covered entry porch and the conversion of a half bathroom to a full bathroom; APN: 003-121-06; RS-6 Single-family Residential Zone; Jody Timms and Silver Clark Applicants/Owners; CEQA categorically exempt, § 15301(e)(1). Assistant Planner Spencer

3. 31 Maple Avenue; Application # 24-02

Request for a Conditional Use Permit and Variances to construct an approximately 144 square foot wooden, second story deck on an attached accessory dwelling unit (ADU) located above a garage; APN: 001-204-92; RD 5.5-7 Residential Zone; Bridget Fees, Applicant/Owner; CEQA categorically exempt, § 15301(a). Assistant Planner Spencer

DISCUSSION ITEMS

4. Study Session: General Plan Annual Progress Report

MINUTES

5. Minutes from the December 14, 2023 meeting.

COMMISSIONER COMMENTS/REQUESTS

PLANNING DIRECTOR'S REPORT

ADJOURNMENT

Staff reports: Staff reports, and associated materials will be available for public review on the Town website at 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", 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](tel:4154531584) or cfoster@townoffairfax.org 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.