



TOWN OF FAIRFAX

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August 23, 2023

The Honorable Judge James Chou
Marin County Superior Court
Post Office Box 4988
San Rafael, CA 94913-4988

Deborah Haase, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room 275
San Rafael, CA 94903

Re: Response to Marin County Civil Grand Jury Report dated June 15,
2023, *Build More ADUs - An Rx to Increase Marin's Housing Supply*

Dear Judge Chou and Foreperson Haase:

The Fairfax Town Council reviewed and considered the above-referenced report at its July 12, 2023 regular meeting. The report directed the Town to respond to Findings F1–F13 and Recommendations R1–R6. Enclosed please find the Town's responses.

Should you have any questions or require further information, please contact Town Manager Heather Abrams at habrams@townoffairfax.org.

Sincerely,

Chance Cutrano
Mayor

Enclosure

TOWN OF FAIRFAX RESPONSES TO MARIN CIVIL GRAND JURY REPORT

Report Title: *Build More ADUs - An Rx to Increase Marin's Housing Supply*

Respondent/Agency Name: Town of Fairfax

Report Date: June 15, 2023

Findings

- We agree with the findings numbered: F1-F13
- We disagree wholly or partially with the findings numbered: N/A.

Recommendations

- Recommendations numbered R1-R6: please see the attachment for the Town's responses.

Dated: Aug 23, 2023

Signed: 
Chance Cutrano, Mayor of Fairfax

Number of pages attached: 2

Recommendations and responses

R1.

On or before December 31, 2023, the Marin County Board of Supervisors should direct the Community Development Agency's Development Priority Setting Committee to:

- 1. Identify available funding/financing information for residents who need help with the cost of building an ADU,**

Response: This is a role for Marin County Community Development Agency according to the Grand Jury.

- 2. Transmit the collected information to all the jurisdictions represented on the Committee.**

Response: We would be happy to receive this information and distribute it through our website and occasional newsletter posts.

- a. Start a continuous monitoring program to update the information sources as they become available.**

Response: This is a role for Marin County Community Development Agency according to the Grand Jury.

R2.

By December 1, 2023, begin investigation to consider an amnesty program to legalize existing unpermitted second units. Add a marketing communications plan so that citizens can be made aware of it.

Response: As noted in the Grand Jury report, Fairfax has an amnesty program; we publicize this through our website and occasional newsletter posts.

R3.

By December 1, 2023, begin the process of merging and/or collaborating with Napa/Sonoma ADU, and hiring a full-time Marin ADU Program Coordinator. The program coordinator should work with all jurisdictions on the development of ADUs and identify impact and connection fees within each jurisdiction.

Response: Hiring the ADU coordinator is a role for Marin County Community Development Agency according to the Grand Jury. As noted in the Grand Jury report, Fairfax has a fee reduction program to encourage ADUs, (this is also shown in Fairfax's Housing Element programs); we publicize this through our website and occasional newsletter posts.

R4.

By December 1, 2023, begin a feasibility assessment of waiving or significantly lowering impact and connection fees for units smaller than 750 square feet.

Response: As noted in the Grand Jury report, Fairfax has a fee reduction program to encourage ADUs, (this is also shown in Fairfax's Housing Element programs); we publicize this through our website and occasional newsletter posts.

R5.

By December 1, 2023, begin creating plans to accelerate the permit approval process for ADU applications to within 30 days, or less, of submission. Implement such plans no later than July 1, 2024.

Response: Additional staff and electronic permitting technology may be needed to speed permitting further than current level.

R6.

By December 1, 2023, begin feasibility assessments of new incentives for ADU development, such as pre-approved plans, technical assistance, property tax relief, development fee waivers, and forgivable loans; implement at least one such incentive no later than July 1, 2024.

Response: As noted in the Grand Jury report, Fairfax has an ADU amnesty program and a fee reduction program to encourage ADUs; a program in Fairfax's Housing Element calls for creation of other incentives, including pre-approved floor plans to encourage ADU production. Tax relief, forgivable loans and other very large financial incentives will need federal, state, or County funding to be possible in Fairfax.