



**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA PLANNING COMMISSION  
HELD WEDNESDAY, AUGUST 9, 2017, 7:30 P.M.**

**CONVENE:**

Acting Chair Rose convened the Regular Meeting of the Monrovia Planning Commission of Wednesday, August 9, 2017, at 7:30 p.m. in the City Council Chambers. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Assistant Planner Teresa Santilena, Planning Technician Austin Arnold, Management Analyst Diane Delmatoff and Assistant City Attorney Carol Lynch.

**PLEDGE OF ALLEGIANCE:** Acting Chair Rose led the pledge of allegiance.

**ROLL CALL:** In attendance were Commissioners Austin, Beebe, McClellan, Rose, Schaeffler, and Winn. Chair Parry was excused.

**APPROVAL OF MINUTES:** Commissioner Beebe moved to approve the minutes of the July 12, 2017, meeting, seconded by Commissioner Winn. The motion carried on a voice vote.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:**

**PH-1 Conditional Use Permit CUP2017-06, Continued; 925 West Olive Avenue, Applicant, Scott Kendall**

Austin Arnold gave the staff report. Acting Chair Rose opened the Public Hearing.

Michael De la Cruz, the owner of the property, spoke on behalf of the project. He said that he worked with the neighbors to resolve their concerns regarding the windows on the second floor and the loss of the large avocado tree in the rear yard. He also stated that he felt that their concerns could have been handled at the staff level rather than having the item continued. The delay ended up causing a rather large expense, over five thousand dollars.

Elizabeth Tussy, the neighbor who had concerns about privacy, said that none of the neighbors she spoke to knew about the project. She doesn't think that the small green postcards, which give notice of development, are adequate. She stated that in other cities where she has lived, the developer of a project would personally talk to the neighbors. She thanked the Commission for listening to her concerns. No one else spoke in favor or with concerns.

The Commission discussed the item. Commissioner McClellan asked that an outline of the neighboring properties be included in future staff reports. Commissioner Winn agreed with the request and asked that photos of adjacent windows be included as well.

Commissioner Austin moved to close the Public Hearing and approve CUP2017-06, seconded by Commissioner Winn. The motion carried on the following vote:

AYES: Austin, Beebe, McClellan, Rose, Schaeffler, Winn  
NOES: None  
ABSTAIN: None  
ABSENT: Parry

**PH-2 Conditional Use Permit CUP2017-07 and Minor Exception ME2017-13; 227 West Maple Avenue, Over Town Brewing Company, LLC, Applicant**

Teresa Santilena gave the staff report. Acting Chair Rose noted that the parking seemed inadequate for this type of use. She asked if the process of making beer would produce an odor. Craig Jimenez said that odor should not be a problem because of the small size of the brewery. He added that odor was also a concern when Pacific Plate brewery located directly adjacent to a residential area, but no issues developed.

Commissioner Winn asked if the small structure that was located at the back of the property had any historic significance. He indicated that it had already been demolished. Staff verified that no historic significance was associated with the building. Acting Chair Rose opened the public hearing.

The applicant, Ryan McKay, said that the brewing of craft beer creates an aroma similar to oatmeal and so he does not believe that it will be a problem. He said that the building will also be updated. He also noted that the street empties out at about 4:00 PM and there is plenty of street parking. Commissioner Winn asked if the ADA parking spot could be moved to the front of the business. Staff stated that the building official has reviewed the parking plan and determined that the placement in the back best meets the requirements. No one else spoke in favor or with concerns.

Commissioner Winn moved to Approve CUP2017-07 and ME2017-13, seconded by Commissioner McClellan. The motion carried on the following vote:

AYES: Austin, Beebe, McClellan, Rose, Schaeffler, Winn  
NOES: None  
ABSTAIN: None  
ABSENT: Parry

**ADMINISTRATIVE REPORTS:** None

**COMMUNITY DEVELOPMENT DIRECTOR REPORT:**

**Bricks & Mortar: Planning/Entitlement Process Overview**

Craig Jimenez gave the report. He gave an overview of how the decision making process works. Commissioner Winn asked if a future Bricks & Mortar report could focus on Variances.

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** None

**ADJOURNMENT:** 8:25 PM