



**DRAFT MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA PLANNING COMMISSION  
HELD WEDNESDAY, MARCH 14, 2018, 7:30 P.M.**

**CONVENE:** Chair Parry convened the Regular Meeting of the Monrovia Planning Commission of Wednesday, March 14, 2018, at 7:30 p.m. in the City Council Chambers. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo and Assistant City Attorney Carol Lynch.

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

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

**APPROVAL OF MINUTES:** Commissioner Winn moved to approve the minutes of the February 14, 2018 meeting, seconded by Commissioner McClellan. The motion carried on a voice vote with Commissioner Beebe abstaining.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 General Plan Amendment GPA2018-01; Planning Commission Resolution No. 2018-01 (Negative Declaration), Planning Commission Resolution No. 2018-02 (Open Space Element)**

Craig Jimenez gave the staff report. McClellan asked how the analysis of future parkland needs was calculated. It was calculated based on the City's existing parkland inventory and an estimate of population growth between now and 2035. He expressed concern with how budget proposals and cost estimates are put together in general. It was noted that unlike the private sector, public agencies have to pay prevailing wages which drives budget costs up.

Chair Parry opened the public hearing. There was no public testimony offered.

Commissioner Winn requested that the Commission continue the public hearing due to his concerns regarding the draft Open Space Element and the proposed Negative Declaration. He said that the Open Space Element has contradicting statements, as it anticipates a future parkland level of service deficiency and includes a goal to secure lands for the future, but suggests that the City's limited resources would be better served improving and maintaining Monrovia's existing parks.

He asked why funds could not be shifted within the City's budget to acquire more parkland, especially for the southern portion of the City. He said that at the Community Services Commission meeting, Commissioner Nancy Matthews stated that the element suggests that the City has more urban parkland than it does because Canyon Park is included in the urban parkland inventory calculation. The concern is that if the numbers are not correct, the City may not receive grant funding since grants are awarded based on a needs assessment. He asked that a survey be completed to see how neighboring cities compare with Monrovia. Craig Jimenez noted that the Element does not allocate funds; its purpose is to project future needs and identify goals that will assist the City Council in making future policy decisions. Staff's recommendation that for the immediate future, available funds be allocated to address the needs delineated in the

Park Master Plan. Ultimately, decisions on how to appropriate funds will be up to the City Council.

Craig Jimenez further explained that as opposed to the Park Master Plan, which is focused on identifying park needs, the Open Space Element's scope is much broader and looks at all of Monrovia's Open Space. The ratios included in Element reflect the current and anticipated open space inventory, but delineates, urban parkland, Canyon Park, and wilderness. If there are discrepancies, Staff will work with the Community Services Division staff to ensure they are corrected in the final versions.

Commissioner Winn explained that his concerns with the proposed Negative Declaration related to the project's significant impacts to Hydrology and Water Quality, Noise, Public Services, and Traffic. Craig Jimenez explained that the proposed Open Space Element and Park Master Plan are policy documents, not implementation decisions. They describe existing facilities and future needs, goals and objectives. They are tools to assist in future decision making, but neither document requires that the City take any action or assume future decisions.

Although the approval of the policy documents is considered a "project" under CEQA, the documents do not approve and will not cause any physical change to the environment. Staff's determination is that the adoption of these two documents will not have a significant effect on the environment. Future activities that are considered as a result of these documents will be evaluated individually for environmental impacts at the time they are considered.

Commissioner Rose asked how open space was being addressed related to the new development in Station Square. Craig Jimenez responded that the larger developments will be required to pay a park mitigation fee. The Element provides a framework to help guide future decisions, but is flexible enough to be responsive as things evolve. The City Council will have the authority to direct the funds in a manner that will best meet current needs of the community.

Chair Parry indicated that Commissioner Winn has substantial concerns and he has only had the draft documents for a week. He stated more time is needed for this review. Craig Jimenez noted that it is the Commission's decision to continue a public hearing, however, the Commission needs to provide specific direction to Staff on what additional information or further clarification the Commission will need to render a decision.

Commissioner Winn requested that there be a Joint Planning Commission / Community Services Commission Study Session to discuss these matters. Commissioner Rose questioned the review purview of the Planning Commission and asked if it was only related to the Open Space Element and the Negative Declaration.

Craig Jimenez clarified that the two Commissions have very defined and different roles. The Planning Commission's review is only on the Open Space Element and the Negative Declaration, and the Community Services Commission purview is over the Park Master Plan. The roles of the two Commissions need to remain separate in accordance with the established City review processes. A joint study session may not be appropriate. He reiterated that the goals and policies contained in the Open Space Element are broad enough to allow the City Council to make the decisions that they feel are appropriate at any given time.

Commissioner McClellan moved to close the public hearing and approve Planning Commission Resolution No. 2018-01 (Negative Declaration), seconded by Commissioner Beebe. The motion carried on the following vote:

AYES: Beebe, McClellan Parry, Rose, Schaeffler, Winn  
NOES: None

ABSTAIN: None  
ABSENT: Austin

Commissioner Winn moved to close the public hearing and approve Planning Commission Resolution No. 2018-02 (Open Space Element), seconded by Commissioner Rose. The motion carried on the following vote:

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

#### **ADMINISTRATIVE REPORTS:**

##### **AR-1 General Plan Conformity GPC2018-01**

Craig Jimenez gave the staff report. Commissioner McClellan asked how this request came to the City's attention. Craig Jimenez stated that the property is being sold and the easement was identified in the title report. Commissioner Beebe asked the vacation of the easement could not be addressed for the entire block. Craig Jimenez stated that a separate deed would need to be recorded individually for each property. Therefore, the City Engineer is processing such requests on individual property basis.

Commissioner Winn moved to find that the disposition of the subject easement conforms to the provisions of the Monrovia General Plan, seconded by Commissioner Shaeffler. The motion passed on a unanimous voice vote. Commissioner Austin was absent.

#### **COMMUNITY DEVELOPMENT DIRECTOR REPORT:**

Sheri Bermejo reminded the Commission to save the date for the upcoming *Boards & Commissions Thank You Reception* taking place on May 14, 2018.

Craig Jimenez invited the Commission to join the City at Library Park on Saturday, March 17, for the *GoMonrovia!* Kick-off event and community bike ride.

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** None

**ADJOURNMENT:** 8:33 PM