



**CONVENE:** Chair Rose convened the Regular Meeting of the Monrovia Planning Commission on Wednesday, June 12, 2019, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, City Attorney Craig Steele, Associate Planner Teresa Santilena, and Assistant Planner Austin Arnold.

**PLEDGE OF ALLEGIANCE:** Commissioner Winn led the pledge of allegiance.

**ROLL CALL:** In attendance were Commissioners Austin, Beebe, McClellan, Vice-Chair Schaeffler, Chair Rose. Commissioners Winn and Carter-Bowen were excused.

**APPROVAL OF MINUTES:** It was moved by Commissioner Beebe, seconded by Commissioner Austin to approve the minutes of the May 15, 2019 meeting. Commissioner Winn abstained. The motion carried unanimously.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Tentative Tract Map TTM2019-82659, Conditional Use Permit CUP2019-0006,  
and Minor Exception ME2019-0010  
425 West Duarte Road; Applicant, Justin P.J. Kao**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Planning Commission.

Chair Rose opened the public hearing.

Public Input:

1. Justin Kao, project architect, introduced himself and thanked staff.  
He confirmed that the bridge that spans the driveway is developed with living area.  
Chair Rose closed the public hearing.

The Planning Commission discussed various aspects of the project and thanked the applicant for working with the neighbors. Commissioner Winn requested that the minutes reflect that the minor exception was being requested to address the concerns of the neighbor.

**Following discussion, Commissioner Winn, seconded by Commissioner Schaeffler, moved to recommend approval to the City Council of TTM2019-82659, Conditional Use Permit CUP2019-0006, and Minor Exception ME2019-0010 as presented in the Staff Report. The motion carried with a 5-0 vote.**

**PH-2 Conditional Use Permit CUP2019-0004 and General Plan  
Conformity GPC2019-0001  
518 East Olive Avenue; Applicant, Alberto Cisneros**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Planning Commission.

Chair Rose opened the public hearing.

Public Input:

1. Alberto Cisneros, designer, explained his goal of maximizing the lot coverage with three units.
2. Brian Spicer, resident, questioned if on-street parking is permitted on Gladys Avenue.

Chair Rose closed the public hearing.

**Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Austin, to approve CUP2019-0004 and GPC2019-0001 subject to the conditions outlined in Data Sheets 1 and 2. The motion carried with a 5-0 vote.**

Community Development Director Jimenez stated for the record that the actions of the Planning Commission may be appealed to the City Council if filed in writing within ten days.

**ADMINISTRATIVE REPORTS:** None.

**COMMUNITY DEVELOPMENT DIRECTOR REPORT:**

**Commission Reorganization:** Community Development Director Jimenez provided an overview on the Planning Commission reorganization process, and thanked Chair Rose for presiding through a very busy year.

**Following discussion, it was moved by Commissioner Beebe, seconded by Commissioner Austin to elect Vice-Chair Schaeffler as Chair and Commissioner Keshia Carter-Bowen as Vice-Chair of the Commission for the 2019-2020 fiscal year. The motion carried with a 5-0 vote.**

**Map Birthday Party:** Community Development Director Jimenez announced that MAP (Monrovia Area Partnership) will be celebrating its 13<sup>th</sup> anniversary with a party at Julian Fisher Park on June 22, 2019 at 11a.m.

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** None.

**ADJOURNMENT:** Chair Rose adjourned the meeting at 8:25 p.m.

APPROVED:

ATTEST:

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Gary Schaeffler, Chair  
Monrovia Planning Commission

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Craig Jimenez, AICP, Secretary  
Monrovia Planning Commission