



## **PLANNING COMMISSION STAFF REPORT**

**APPLICATION:** GPA2019-0001 and  
ZA2019-0001

**AGENDA ITEM:** PH-2

**PREPARED BY:** Sheri Bermejo  
Planning Division Manager

**MEETING DATE:** September 11, 2019

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**SUBJECT:** General Plan Amendment GPA2019-0002/Planning Commission Resolution No. PCR2019-0001 and Zone Change ZA2019-0001/Planning Commission Resolution No. PCR2019-0002/Ordinance No. 2019-07

525 South Shamrock Avenue (APN: 8517-009-010) and 721 South Shamrock Avenue (APN: 8517-015-001)

**REQUEST:** Amend the map and text of the Land Use Element of the General Plan to establish a new Planned Development land use designation and development standards titled PD-66 (Planned Development - Area 66) to promote the preservation, economic viability, and neighborhood compatibility of two Route 66 roadside commercial properties on South Shamrock Avenue. The project also includes a Zoning Change to the official zoning map to change the RM3500 (Residential Medium 3500) zoning designation of the property located at 525 South Shamrock Avenue and the RM2500 (Residential Medium 2500) zoning designation of the property located at 721 South Shamrock to PD-66 (Planned Development-Area 66).

**APPLICANT:** City of Monrovia

**ENVIRONMENTAL DETERMINATION:** CEQA Exemption Section 15061(b)(3)

**BACKGROUND:** U.S. Highway 66, also known as Route 66 and “the Mother Road,” was extended to Monrovia in 1926. Its original alignment traveled westbound through the City along East Huntington Drive, then veered north on South Shamrock Avenue, and finally west on Foothill Boulevard. In the 1930s, it was realigned and exclusively traveled westbound on Huntington Drive.

The effect of the highway and the automobile on land use patterns became apparent across the nation and here locally in Monrovia. New automobile related businesses and building-types to house those businesses emerged. Such business types included automobile sales and repair businesses, car washes, drive-ins, gas stations, roadside restaurants, motels, and retail establishments, from small shops to supermarkets.

There are just a few remaining buildings associated with commercial development along Monrovia’s Route 66 corridor, four of which have been designated local landmarks. Based on

the historical significance of these properties and the unique challenges from a zoning and regulatory standpoint, staff determined that the establishment of a Planned Development Area would be the optimal way to provide adequate development standards to address preservation and neighborhood compatibility within the City's established regulatory processes. Over the past 25 years, the City has used Planned Development Areas to address areas that have unique characteristics or needs that traditional zoning regulation does not typically address.

Therefore, staff has initiated the process to establish a new land use designation, Planned Development Area-66, to provide a set of land use standards for two original Route 66 roadside commercial properties known as the "Monrovia Market" and the "Flying A Gasoline Station," located at 525 and 721 South Shamrock Avenue respectively. While these buildings have been familiar visual features in Monrovia for nearly a century, they historically have faced several challenges impacting their preservation, economic viability, and neighborhood compatibility.

Although the City's Historic Context Statement elevates the historic significance of these buildings because of their relationship to Route 66 and the "Commerce and Automobile Theme (Period of Significance 1908-1967)," these buildings are not protected from a historic preservation standpoint. Neither property is a designated a local landmark.

Furthermore, their current residential zoning designation has precluded viable uses for these buildings, because the designation only permits residential land uses. This zoning conundrum has made these buildings as well as any commercial use legal nonconforming. Because of this, they have been unoccupied for several years. Moreover, both buildings are in need of costly rehabilitation and restoration. However, in order to finance the preservation work, a reasonable avenue for their property owners to achieve a return on investment is essential.

The proposed PD-66 land use designation and associated development standards and regulations encourage appropriate adaptive reuse of these buildings in a manner that would minimize impacts to their surrounding residential neighbors.

## **SUBJECT PROPERTIES:**

### ***The Monrovia Market - 525 South Shamrock Avenue***

This property is located on the northwest corner of Colorado Boulevard and South Shamrock Avenue and is approximately 11,500 square feet in area. It is developed with an approximately 3,200 square foot building that was built in 1923 and has a brick exterior.



***Monrovia Market - 525 S Shamrock Ave***

This roadside commercial establishment was originally a grocery store. It has been a familiar visual feature of the neighborhood for almost a century. The building exemplifies the roadside commercial development of Monrovia beyond the downtown area.

This property is designated Medium Density Residential in the General Plan and is zoned RM3500 (Residential Medium 3500). The site is surrounded by the following land uses:

**North:**

General Plan: Medium Density Residential (5.8 – 17.4 Du/Ac)  
Zoning: RM3500 (Residential Medium 3500)  
Land Use: Single Family Residence

**South (Across Colorado Boulevard):**

General Plan: Medium Density Residential (5.8 – 17.4 Du/Ac)  
Zoning: RM3500 (Residential Medium 3500)  
Land Use: Two Single Family Dwellings

**East (Across South Shamrock Avenue):**

General Plan: P/QP (Public / Quasi Public)  
Zoning: P/QP (Public / Quasi Public)  
Land Use: Recreation Park

**West:**

General Plan: Medium Density Residential (5.8 – 17.4 Du/Ac)  
Zoning: RM3500 (Residential Medium 3500)  
Land Use: Multifamily Residential (6 Units)

***The Flying A Gasoline Station - 721 South Shamrock Avenue***



***Flying "A" Gasoline Station - 721 S Shamrock Ave***

This property is located on the northwest corner of East Walnut Avenue and South Shamrock Avenue and is approximately 10,300 square feet in area. The property is developed with an approximately 5,200 square foot building that has a stucco and brick exterior with a canopy that connects to classic gasoline pumps.

The gas station was built in 1927 and it included an auto repair service. By 1934, the gas station had a small store. During World War II, the garage portion was used as a warehouse for the Holly Heel Company. After the war, Howard Henson resumed the auto repair operation and it was known as Henson's Garage. In 1948, the original gas pumps were replaced with Bennett pumps which are still in place today. The garage operation closed in 2012.

This property is designated Medium Density Residential in the General Plan and is zoned RM3500 (Residential Medium 3500). The site is surrounded by the following land uses:

**North:**

General Plan: Medium Density Residential (5.8 – 17.4 Du/Ac)  
Zoning: RM2500 (Residential Medium 2500)  
Land Use: Single Family Residence

**South (Across Walnut Avenue):**

General Plan: Planned Development – Area 23B  
Zoning: Planned Development – Area 23B  
Land Use: Architects Office

**East (Across South Shamrock Avenue):**

General Plan: P/QP (Public / Quasi Public)  
Zoning: P/QP (Public / Quasi Public)  
Land Use: Church

**West:**

General Plan: Medium Density Residential (5.8 – 17.4 Du/Ac)

Zoning: RM2500 (Residential Medium 2500)

Land Use: Single Family Residence

**DISCUSSION/ANALYSIS:** The intent of the proposed Planned Development—Area 66 designation is to provide a set of land use standards and regulations for 525 South Shamrock Avenue and 721 South Shamrock Avenue, so these familiar visual features within their existing neighborhood can be retained and adaptively reused in a manner that minimizes impacts on their residential neighbors. The City Council serves as the decision body all changes to land use and zoning designations. The Planning Commission serves as an advisory body to the City Council. The actions of the Commission will be in the form of recommendations. The proposed request includes the following components:

1. **General Plan Amendment (Text and Map).** The General Plan Amendment proposes to amend the text of the Land Use Element of the General Plan to establish a new Planned Development designation for the properties located at 525 and 721 South Shamrock Avenue. The amendment also proposes to change land use designation in the General Plan of these properties from Residential Medium Density Residential to Planned Development – Area 66 (PD-66)

The proposed PD-66 development standards and regulations are included in “Exhibit A” of PCR2019-0001.

2. **Zone Change (Map).** The proposed Zone Change would amend the Official Zoning Map by changing the zoning designations of the properties at 525 and 721 South Shamrock Avenue from RM3500 (Residential Medium 3500) and RM2500 (Residential Medium 2500), respectively, to PD-66 (Planned Development—Area 66).

The proposed Ordinance No. 2019-07, which would implement Zone Change ZA2019-0001 is included in “Exhibit B” of PCR2019-0002.

***Guiding Principles***

The proposed PD-66 land use designation focuses on the following three guiding principles will to allow the adaptive reuse of the subject Route 66 roadside properties:

1. Emphasize the preservation and restoration of Route 66 roadside commercial properties by allowing uses that require minimal change to the character defining features of the building and its site environment.
2. Promote the long-term economic viability of the properties.
3. Identify and permit uses that will be compatible with the surrounding residential neighborhood.

To achieve this vision, the proposed standards include preservation guidelines, land use provisions, site development standards, and business performance standards.

### ***Preservation Guidelines***

The preservation guidelines are based on the U.S. Department of the Interior National Park Service Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings, which are also applied to the City's designated landmarks. The guidelines promote historic preservation best practices that will help to protect these Route 66 roadside buildings. In summary, if exterior remodeling is proposed, the guidelines promote protecting and maintaining building features that are in good condition, repairing features that have been damaged or covered up by using the least intervention possible, and replacing features that are entirely missing using research to ensure replaced features are period appropriate.

### ***Land Use Regulation***

The key land use regulation standards in this PD Area focus on eliminating the buildings' "legal-nonconforming" status, requiring new uses to be reviewed and approved through a noticed discretionary review process, and the enforcement of business performance standards to ensure that approved uses do not adversely affect the surrounding neighborhood.

Instead of providing a comprehensive list of allowable uses, the proposed land use provisions reference the NC (Neighborhood Commercial) use regulations contained in the City's Zoning Ordinance (Monrovia Municipal Code Section 17.08.010). The NC designation includes smaller-scale business activities which generally provide a retailing or service-oriented function. Neighborhood commercial uses serve the needs of local residents who live nearby, and include such uses as food and drug stores, cultural exhibits, clothing stores, professional and business offices, and specialty retail.

To advance the City's housing production goals, the standards highlight that residential/commercial mixed-use and live/work uses are allowed, provided that the overall density on the property does not exceed two dwelling units. If new construction is proposed, appropriate setbacks and height restrictions will be based on compatibility with adjacent land uses, as well as compatibility with the pre-existing structure.

Given that these properties are located within a residential neighborhood, all uses that are not subject to Planning Commission review and approval based on the NC zone regulations will require a Determination of Use and Neighborhood Compatibility. These requests will be reviewed by the Development Review Committee (DRC). This process will allow DRC to apply conditions to the use of the property to minimize potential impacts to the surrounding area. Uses must be approved prior to issuance of any building permit for tenant improvements, or if no building permit is required, then prior to the issuance of a Business License. Alternatively, the DRC may choose to refer the use to the Planning Commission for its review and approval.

To ensure that land uses are compatible with and do not adversely affect the surrounding residential neighborhood, the applicable review authority will be required to evaluate each proposed use relative to the Performance Standards contained in Monrovia Municipal Code Chapter 17.32. These standards relate to the prevention of environmental impacts caused by nuisance conditions such as noise, vibration, smoke, air pollution, light and glare, the review of parking and traffic generation based on the limited availability of onsite parking, and a review for compliance with specific PD-66 Business Performance standards. The proposed PD-66 Business Performance contain regulations for items including but not limited to the review and approval of hours of operation, temporary special events occurring onsite, parking requirements, and business delivery hours.

**Conclusion**

The “Monrovia Market” and the “Flying A Gasoline Station” have been familiar visual features in Monrovia for nearly a century. However, historically these have faced several challenges impacting their preservation, economic viability, and neighborhood compatibility. Staff believes that the new Planned Development—Area 66 designation will provide viable options for economic success, while addressing neighborhood compatibility concerns by adequate and appropriate control measures that will work to address potential issues.

**RECOMMENDATION:** Staff recommends approval of the application presented in the Staff Report. If the Planning Commission concurs with this recommendation then, following the public hearing, the appropriate actions would be to adopt Planning Commission Resolution Nos. PCR2019-0001 and PCR2019-0002 recommending approval of General Plan Amendment GPA2019-0002, Zone Change ZA2019-0001, and Ordinance 2019-07.

**MOTION:**

**Adopt Planning Commission Resolutions No. PCR2019-0001 and PCR 2019-0002 recommending approval to the City Council.**

**PLANNING COMMISSION RESOLUTION NO. 2019-0001**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MONROVIA, CALIFORNIA, RECOMMENDING APPROVAL TO THE CITY COUNCIL OF GENERAL PLAN AMENDMENT GPA2019-0002, AMENDING THE TEXT AND THE LAND USE MAP OF THE LAND USE ELEMENT OF THE GENERAL PLAN TO CREATE A NEW PLANNED DEVELOPMENT AREA AND DEVELOPMENT STANDARDS FOR THE PROPERTIES AT 525 AND 721 SOUTH SHAMROCK AVENUE**

**RECITALS**

(i) The City of Monrovia has initiated an application to amend the land use map and the text of the Land Use Element of the General Plan ("project"). The project proposes to create a new Planned Development Area and development standards for two (2) properties located at 525 and 721 South Shamrock Avenue (APN 8517-009-010 and 8517-015-001). The proposed amendment to the land use map and the text of the Land Use Element is contained in General Plan Amendment GPA2019-0002, which is attached hereto and incorporated herein by this reference.

(ii) On September 11, 2019, the Planning Commission of the City of Monrovia conducted a duly noticed public hearing on the project, including General Plan Amendment GPA2019-0002. At the hearing, all interested persons were given an opportunity to be heard. The Planning Commission received and considered the staff report and all the information, evidence, and testimony presented in connection with this project.

(iii) Environmental Review

Pursuant to the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines, and the City's local CEQA Guidelines, City Staff has determined that General Plan Amendment GPA2019-0002 is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. City Staff has determined that the adoption of this General Plan Amendment will not have a significant environmental effect because the new Planned Development Area and associated land use standards are intended to encourage the preservation, restoration, and adaptive reuse of two original Route 66 roadside commercial buildings while addressing potential impacts that commercial uses may have on the surrounding neighborhood. Therefore, adoption of this General Plan Amendment is exempt from CEQA pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR § 15061(b)(3)). The Planning Commission has reviewed the project and based upon the whole record before it, in the exercise of its independent judgment and analysis, concurs that City staff has correctly concluded that it can be seen with certainty that there is no possibility that the General Plan Amendment may have a significant effect on the environment.

(iv) The custodian of records for all materials that constitute the record of proceeding upon which this decision is based is the Planning Division Manager. Those documents are available for public review in the Planning Division located at 415 South Ivy Avenue, Monrovia, California 91016.

- (v) All legal prerequisites to the adoption of this Resolution have occurred.

### **RESOLUTION**

**NOW, THEREFORE**, the Planning Commission of the City of Monrovia hereby finds, determines and resolves as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals of this Resolution are true and correct.
2. Adoption of General Plan Amendment GPA2019-0002 will not have a significant effect on the environment for the reasons stated above.
3. The project is in conformance with the environmental goals and policies adopted by the City.
4. General Plan Amendment GPA2019-0002 is consistent with the objectives, policies, general land uses, and programs of the City of Monrovia General Plan, and adopted goals and policies of the City:
  - a. Planned Development Area 66 will provide a set of land use standards for two original Route 66 roadside commercial properties within a multi-family neighborhood on South Shamrock Avenue (525 South Shamrock Avenue and 721 South Shamrock Avenue). The development standards encourage the preservation, restoration, and adaptive reuse of buildings that have historic value and have become familiar visual features in the neighborhood. Therefore, General Plan Amendment GPA2019-0002 is consistent with Policy 9.11, which encourages the adoption of special development standards for properties surrounding identified historic sites and structures to ensure compatibility of new development with the old.
  - b. The Planned Development Area 66 will allow the adaptive reuse of commercial buildings for residential land uses, such as live/work and residential commercial mixed-use. Therefore, General Plan Amendment GPA2019-0002 is consistent with General Plan Housing Policy 1.5, which aims to support strategies for the adaptive reuse of residential, commercial, industrial and institutional structures to provide for a range of housing types. It is also consistent with General Plan Housing Policy 4.2, which promotes the use of flexibility in development standards to accommodate new models and approaches to providing housing, such as transit-oriented development, mixed-use, co-housing and live/work housing.
  - c. The Planned Development Area 66 standards will address the potential impacts that commercial uses may have on the surrounding neighborhood. To ensure that land uses are sensitive and do not cause a nuisance to the surrounding residential neighborhood, specific review criteria will include, but not is limited to, compliance with the performance standards outlined in the Monrovia Municipal Code (Monrovia Municipal Code Chapter 17.32), business operation standards, and a review of parking and traffic generation due to

limited parking available at these properties. All uses that are not subject to Planning Commission review and approval based on zoning standards, will require review and approval by the Development Review Committee at a noticed public meeting. Therefore, General Plan Amendment GPA2019-0002 is consistent with Land Use Policy 4.2, which requires all new development to consider existing uses in terms of neighborhood disruption, buffering, architectural styles, building materials, development patterns, and scale of buildings within the vicinity of the proposed project.

- d. The business operation regulations contained in the Planned Development Area 66 standards include several standards to reduce noise and vibration impacts on the surrounding residential neighborhood. These standards include, but are not limited to, limits on business hours of operation and deliveries, the location of commercial use on the property, as well as the prohibition of use of machinery that produces noise that is audible beyond the property. Therefore, General Plan Amendment GPA2019-0002 will also be consistent with General Plan Land Use Goal 6 and Policy 6.5, which aims at reducing the impact of noise on residential uses.
5. With the concurrent approval of Zone Change ZA2019-0001, the zoning regulations for the proposed Planned Development-Area 66 will be consistent with General Plan Amendment GPA2019-0002. The subject property will be zoned PD-66 and will be regulated, consistent with the General Plan, through the Area PD-66 Standards and the Monrovia Municipal Code (Zoning) (Monrovia Municipal Code Section 17.08.010).
6. General Plan Amendment GPA2019-0002 will not adversely affect the public health, safety, or welfare in that it will provide for the orderly and consistent development in the City.
7. Based upon the findings and conclusions set forth above, the Planning Commission hereby recommends approval of General Plan Amendment GPA2019-0002 to the City Council, which amends the Land Use Element by designating a new Planned Development Area and adopting Area PD-66 Development Standards and the revised land use map as set forth in "Exhibit A," which is attached hereto and incorporated herein by this reference.
8. The Secretary of the Planning Commission shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED** this 11<sup>th</sup> day of September, 2019.

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Gary Schaeffler, Chair  
Monrovia Planning Commission

ATTEST:

APPROVED AS TO FORM:

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Craig Jimenez, Secretary  
Monrovia Planning Commission

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Craig A. Steele, City Attorney  
City of Monrovia

**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES        ) §**  
**CITY OF MONROVIA                )**

I, CRAIG JIMENEZ, Secretary of the Planning Commission of the City of Monrovia, California, do hereby certify that the foregoing is a full, true and correct copy of Planning Commission Resolution No. PCR2019-0001, and that it was duly adopted and passed at a regular meeting of the Monrovia Planning Commission on the 11<sup>th</sup> day of September, 2019, by the following vote:

**AYES:**  
**NOES:**               **None**  
**ABSTAIN:**           **None**  
**EXCUSED:**           **None**

ATTEST:

\_\_\_\_\_  
Craig Jimenez, Secretary  
Monrovia Planning Commission

## Exhibit “A”

### **General Plan Amendment GPA2019-0002 PD-66 Standards**

#### **PD-66 – The Shamrock Avenue Connection**

U.S. Highway 66, also known as Route 66 and “the Mother Road,” was extended to Monrovia in 1926. At that time, a myriad of new automobile related businesses and building-types to house those businesses emerged, including automobile sales and repair businesses, car washes, drive-ins, gas stations, and other roadside restaurants, motels, and retail establishments, from small shops to supermarkets. The architectural concession to the automobile meant the property typically was located conveniently on a corner where motorists could easily access gasoline pumps and other auto-related services. The original Route 66 alignment traveled westbound through the City on Huntington Drive, then went north on South Shamrock Avenue, and finally west through the City on Foothill Boulevard. Remaining buildings associated with commercial development along the Route 66 corridor are sparsely distributed along its original alignments (Huntington Drive, South Shamrock Avenue, and Foothill Boulevard).

This Planned Development Area is intended to provide a set of land use standards for two of the original Route 66 roadside commercial properties that are located within a multi-family residential neighborhood on South Shamrock Avenue (525 South Shamrock Avenue and 721 South Shamrock Avenue). In order to encourage the preservation, restoration, and adaptive reuse of these buildings, these properties are the focus of this land use designation. Retaining the familiar visual features of these buildings within their existing neighborhood and keeping them in use creates unique challenges from a zoning and regulatory standpoint so that commercial uses will not have an adverse impact upon their residential neighbors.

Historically, the City’s past zoning regulations have precluded viable uses for these buildings, which could contain businesses that would serve the residential neighborhood and community. These standards provide appropriate preservation and land use opportunities for these buildings in response to changing market demands. The development standards contained herein will address the potential impacts that commercial uses may have on the surrounding neighborhood. It is envisioned that this Planned Development Area could be extended to address other buildings on the original Route 66 corridor in the future in appropriate circumstances.

The following map identifies the location of these Route 66 roadside commercial properties.



- Legend**
- Parcels
  - Area 66

City of Monrovia  
 Community Development Department  
 Planned Development Area 66



Date Saved: August, 2019

**525 South Shamrock Avenue**

This property is located on the northwest corner of Colorado Boulevard and South

Shamrock Avenue and is approximately 11,500 square feet in area. It is developed with an approximately 3,200 square foot building that was built in 1923 and has a brick exterior.

This roadside commercial establishment was originally a grocery store. It has been a familiar visual feature of the neighborhood for almost a century.

The building exemplifies the roadside commercial development of Monrovia beyond the downtown area.

### **721 South Shamrock Avenue**

This property is located on the northwest corner of East Walnut Avenue and South Shamrock Avenue and is approximately 10,300 square feet in area. The property is developed with an approximately 5,200 square foot building that has a stucco and brick exterior with a canopy that connects to classic gasoline pumps. Future local landmark status is highly encouraged.

The gas station was built in 1927 and it included an auto repair service. By 1934, the gas station had a small store. During World War II, the garage portion was used as a warehouse for the Holly Heel Company. After the war, Howard Henson resumed the auto repair operation and it was known as Henson's Garage. In 1948, the original gas pumps were replaced with Bennett pumps which are still in place today. The garage operation closed in 2012.

### **Guiding Principles**

The following guiding principles are intended to allow the adaptive reuse of the subject Route 66 roadside properties and shall be considered in making future land use decisions:

1. Emphasize the preservation and restoration of Route 66 roadside commercial properties by allowing uses that require minimal change to the character defining features of the building and its site environment.
2. Promote the long-term economic viability of the property.
3. Identify and permit uses that will be compatible with the surrounding residential neighborhood.

### **Preservation Guidelines**

The following guidelines apply to the roadside commercial buildings in PD-66 and are directly taken from the Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings. These excerpted sections address the key topics relevant to the exterior remodeling of those buildings. The key to using these guidelines is to: research photographs and other documentation, find the building's original "character defining" features, and restore them using the following sequential course of action:

1. Protect and maintain those features that are extant and in good condition, using the least intervention possible.
2. Repair those features that have been damaged or covered up using the least intervention possible. Never replace a feature that can be repaired.
3. Replace historic features that are entirely missing using the following approach:

- a. Recover it if possible.
- b. If that is not possible, reproduce it using photographs and other documentation.
- c. If there is not adequate documentation, design a new feature that is compatible with the remaining character-defining features of the building, taking into account size, scale, materials, period of significance.

## **Land Use Provisions**

1. Existing buildings shall be considered conforming.
2. New uses within existing nonresidential buildings are subject to the NC (Neighborhood Commercial) zone use regulations outlined in Monrovia Municipal Code Section 17.08.010, with the following exceptions:
  - a. Residential uses. Residential uses shall be limited to residential/commercial mixed-use and live/work uses, provided the overall residential density on the property does not exceed two dwelling units, and shall require a Determination of Use and Neighborhood Compatibility pursuant the land use review procedure outlined in Land Use Review 2(b) below.
  - b. Land use review. All uses that are not subject to Planning Commission review and approval based on the NC zone regulations shall require a Determination of Use and Neighborhood Compatibility to be reviewed, approved or approved with conditions by the Development Review Committee (DRC), prior to issuance of any building permit for tenant improvements, or if no building permit is required, then prior to the issuance of a Business License. Alternatively, the DRC may choose to refer the use to the Planning Commission for its review and approval.
  - c. Public meeting notification. All procedural requirements for a use that requires a duly noticed public hearing pursuant to Monrovia Municipal Code § 17.52.320 shall be satisfied. All uses that do not require notification of a public hearing in accordance with Monrovia Municipal Code § 17.52.320 based on the NC zoning regulations, shall require notification of a public meeting before the DRC. The public meeting notice shall be mailed at least 10 days prior to the meeting to all owners of real property within 100 feet of the subject property utilizing the records of the County Assessor.
  - d. Review criteria. To ensure that land uses are compatible with and do not adversely affect the surrounding residential neighborhood, the review criteria shall include, but not be limited to:
    - i. Performance Standards in Monrovia Municipal Code Chapter 17.32;
    - ii. Business Performance Standards contained in these PD-66 standards; and
    - iii. Parking and traffic generation based on the limited availability of onsite parking.
  - e. Findings. No application shall be approved unless the approving body finds that the proposed use and development of the site is in conformance with the PD-66 Guiding Principles set forth above.

**Site Development Standards:**

1. The DRC shall determine appropriate setbacks for new construction and height restrictions based on compatibility with adjacent land uses and adjacent zoning district regulations and compatibility with the pre-existing structure.
2. Parking associated with the property shall minimize impacts to the adjacent residential neighborhoods.

**Business Performance Standards:**

1. Business hours of operation shall be reviewed and approved by the appropriate land use review authority and shall be established as business operation conditions of approval. The review criteria shall include, but not be limited to, the performance standards in Monrovia Municipal Code Chapter 17.32, the business operation standards contained in these PD-66 standards, and restrictions on parking and traffic generation to ensure minimal impacts to the surrounding residential neighborhood.
2. Temporary special events occurring for not more than one day at a time shall be permitted subject to DRC approval. The review criteria shall include, but be not limited to, the performance standards in Monrovia Municipal Code Chapter 17.32, the business performance standards contained in these PD-66 standards, and parking and traffic generation restrictions that reflect the limited availability of onsite parking but also ensure minimal impacts to the surrounding residential neighborhood.
3. All supplies, products, materials, and equipment shall be stored within the building. Outdoor storage of supplies, products, materials, and equipment is prohibited, unless it is fully screened from view of adjacent properties and the public right-of-way.
4. No required parking area shall be fenced-off or otherwise enclosed for outdoor storage uses or for any other non-parking use.
5. Businesses that require the use of machinery that produce noise that is audible beyond the property are prohibited.
6. Deliveries shall be made on-site and shall be limited to the hours of 8:00 am to 6:00 pm, Monday through Friday, and 9:00 am to 7:00 pm on Saturday. Sunday deliveries shall be prohibited. Deliveries shall occur on the Shamrock Avenue side only.
7. All commercial activities shall be conducted entirely within the enclosed building, with the exception of use of areas specifically designed and permitted for outdoor activities. The use of outdoor activity areas shall be reviewed and approved by the appropriate land use review authority and be established as business operation conditions of approval. The review criteria shall include, but not be limited to, the performance standards in Monrovia Municipal Code Chapter 17.32, and the business operation standards contained in these PD-66 standards to ensure minimal impacts to the surrounding residential neighborhood.

8. Occupant(s) conducting business operations in the building shall maintain a valid City business license in order to ensure that the work space meets the standards of this Planned Development zone. This requirement includes any live/work units.
9. A detailed sign program shall be submitted for review and approval by the DRC. Installation of original signage and restoration of existing exterior lighting shall be encouraged as long as there are no adverse impacts to the adjacent residential uses. The design of signage shall be complementary to the period and style of the building.

**PLANNING COMMISSION RESOLUTION NO. 2019-0002**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MONROVIA, CALIFORNIA, RECOMMENDING APPROVAL TO THE CITY COUNCIL OF ORDINANCE 2019-07 AND ZONE CHANGE ZA2019-0002 AMENDING THE OFFICIAL ZONING MAP FOR THE CITY OF MONROVIA SET FORTH IN SECTION 17.04.040 OF TITLE 17 (ZONING) OF THE MONROVIA MUNICIPAL CODE TO CHANGE THE RM3500 (RESIDENTIAL MEDIUM 3500) ZONE DESIGNATION OF THE PROPERTY LOCATED AT 525 SOUTH SHAMROCK AVENUE AND THE RM2500 (RESIDENTIAL MEDIUM 2500) ZONE DESIGNATION OF THE PROPERTY LOCATED AT 721 SOUTH SHAMROCK AVENUE TO PD-66 (PLANNED DEVELOPMENT - AREA 66) ZONE**

**RECITALS**

(i) The City of Monrovia has initiated an application to request an amendment to the Official Zoning Map (ZA2019-0001) changing the RM3500 (Residential Medium 3500) zoning designation of the property located at 525 South Shamrock Avenue (APN: 8517-009-010) and the RM2500 (Residential Medium 2500) zoning designation of the property located at 721 South Shamrock Avenue (APN: 8517-015-001) to PD Planned Development Area-66) zone as depicted on the map attached as Exhibit "A".

(ii) On September 11, 2019, the Planning Commission of the City of Monrovia conducted a duly noticed public hearing on Ordinance No. 2019-07, which implements Zone Change ZA2019-0001 by amending the Official Zoning Map as described above. At the hearing, all interested persons were given an opportunity to be heard. The Planning Commission received and considered the staff report and all the information, evidence, and testimony presented in connection with this project.

(iii) **Environmental Review**

Pursuant to the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines, and the City's local CEQA Guidelines, City Staff has determined that adoption of Ordinance No. 2019-07 is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. City Staff has determined that the adoption of Ordinance 2019-07 will not have a significant environmental effect because the new Planned Development Area and associated land use standards contained in General Plan Amendment GPA2019-0002 are intended to encourage the preservation, restoration, and adaptive reuse of two original Route 66 roadside commercial buildings while addressing potential impacts that commercial uses may have on the surrounding neighborhood. Therefore, adoption of Ordinance is exempt from CEQA pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR §15061(b)(3)). The Planning Commission has reviewed the project and based upon the whole record before it, in the exercise of its independent judgment and analysis, concurs that City staff has correctly concluded that it can be seen with certainty that there is no

possibility that the adoption of Ordinance No. 2019-07 may have a significant effect on the environment.

(iv) The custodian of records for all materials that constitute the record of proceeding upon which this decision is based is the Planning Division Manager. Those documents are available for public review in the Planning Division located at 415 South Ivy Avenue, Monrovia, California 91016.

(v) All legal prerequisites to the adoption of this Resolution have occurred.

### **RESOLUTION**

**NOW, THEREFORE**, the Planning Commission of the City of Monrovia hereby finds, determines and resolves as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals of this Resolution are true and correct.
2. Adoption of Ordinance No. 2019-07 will not have a significant effect on the environment.
3. The project is in conformance with the environmental goals and policies adopted by the City.
4. Ordinance No. 2019-07 is consistent and compatible with existing land uses in the environs. The subject properties were developed as Route 66 roadside commercial properties nearly one century ago, and are currently located within an established multifamily residential neighborhood. The Planned Development Area standards will address the potential adverse impacts that commercial uses may have on the surrounding neighborhood. To ensure that land uses are sensitive and do not cause a nuisance to the surrounding residential neighborhood, specific review criteria will include, but not are limited to, compliance with the performance standards outlined in the Monrovia Municipal Code Chapter 17.32, business operation standards, and a review of parking and traffic generation due to limited parking available at these properties. All uses that are not subject to Planning Commission review and approval based on zoning standards, will require review and approval by the Development Review Committee at a noticed public meeting.
5. Ordinance No. 2019-07 is consistent with and necessary to carry out General Plan goals and policies set forth in the Land Use and other Elements of the General Plan, and to guide and direct orderly development of the City and the respective neighborhoods. The proposed PD-66 Zone for these Route 66 roadside properties are contained in General Plan Amendment GPA2019-0002 and further policies in the Land Use Element that promote the preservation and safeguarding of historic structures. The City's adopted Historic Context Statement elevates the historic significance of these buildings because of their

relationship to Route 66 and the “Commerce and Automobile Theme (Period of Significance 1908-1967).” The proposed zone change will increase the opportunities for the properties to become economically viable thereby promoting their preservation.

6. Ordinance No. 2019-07 will not adversely affect the public health, safety, or welfare in that it will provide for orderly and consistent development in the City.
7. Based upon the findings and conclusions set forth above, the Planning Commission hereby recommends approval to the City Council of Ordinance No. 2019-07 as set forth in “Exhibit A”, which is attached hereto and incorporated herein by this reference.
8. The Secretary of the Planning Commission shall certify to the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** this 11<sup>th</sup> day of September, 2019.

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Gary Schaeffler, Chair  
Monrovia Planning Commission

ATTEST:

APPROVED AS TO FORM:

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Craig Jimenez, Secretary  
Monrovia Planning Commission

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Craig Steele, City Attorney  
City of Monrovia

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**STATE OF CALIFORNIA            )**  
**COUNTY OF LOS ANGELES        ) §**  
**CITY OF MONROVIA                )**

I, CRAIG JIMENEZ, Secretary of the Planning Commission of the City of Monrovia, California, do hereby certify that the foregoing is a full, true and correct copy of Planning Commission Resolution No. PCR2019-0002, and that it was duly adopted and passed at a regular meeting of the Monrovia Planning Commission on the 11<sup>th</sup> day of September, 2019, by the following vote:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**EXCUSED:**

ATTEST:

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Craig Jimenez, Secretary  
Monrovia Planning Commission

**Exhibit "A"**

**ORDINANCE NO. 2019-07**

**AN ORDINANCE OF CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, ADOPTING ZONE CHANGE ZA2019-0001 AMENDING THE OFFICIAL ZONING MAP FOR THE CITY OF MONROVIA SET FORTH IN SECTION 17.04.040 OF TITLE 17 (ZONING) OF THE MONROVIA MUNICIPAL CODE TO CHANGE THE RM3500 (RESIDENTIAL MEDIUM 3500) ZONE DESIGNATION OF THE PROPERTY LOCATED AT 525 SOUTH SHAMROCK AVENUE AND THE RM2500 (RESIDENTIAL MEDIUM 2500) ZONE DESIGNATION OF THE PROPERTY LOCATED AT 721 SOUTH SHAMROCK AVENUE TO PD-66 (PLANNED DEVELOPMENT - AREA 66) ZONE**

**THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA** does ordain as follows:

**SECTION 1.** The City of Monrovia has initiated an application to request an amendment to the Official Zoning Map (ZA2019-0001) changing the RM3500 (Residential Medium 3500) zoning designation of the property located at 525 South Shamrock Avenue (APN: 8517-009-010) and the RM2500 (Residential Medium 2500) zoning designation of the property located at 721 South Shamrock Avenue (APN: 8517-015-001) to PD Planned Development Area-66) zone as depicted on the map attached as Exhibit "A".

**SECTION 2.** On September 11, 2019, the Planning Commission of the City of Monrovia conducted a duly noticed public hearing on Ordinance No. 2019-07, which implements Zone Change ZA2019-0001 by amending the Official Zoning Map as described above. At the hearing, all interested persons were given an opportunity to be heard. The Planning Commission received and considered the staff report and all the information, evidence, and testimony presented in connection with this project. Following the close of the public hearing, the Planning Commission adopted Resolution No. PCR2019-0002 recommending approval of this Ordinance No. 2019-07.

**SECTION 3.** On \_\_\_\_\_, the City Council of the City of Monrovia conducted a duly noticed public hearing on this Ordinance No. 2019-07. At the hearing, all interested persons were given an opportunity to be heard. The City Council received and considered the staff report and all the information, evidence, and testimony presented in connection with this project.

**SECTION 4. Environmental Review**

Pursuant to the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines, and the City's local CEQA Guidelines, City Staff has determined that Ordinance No. 2019-07 is covered by the general rule that CEQA applies only to projects

which have the potential for causing a significant effect on the environment. Staff has determined that the adoption of Ordinance 2019-07 will not have a significant environmental effect because the new Planned Development Area and associated land use standards contained in General Plan Amendment GPA2019-0002 are intended to encourage the preservation, restoration, and adaptive reuse of two original Route 66 roadside commercial buildings while addressing potential impacts that commercial uses may have on the surrounding neighborhood. Therefore, adoption of Ordinance 2019-07 is exempt from CEQA pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR §15061(b)(3)). The City Council has reviewed the project and based upon the whole record before it, in the exercise of its independent judgment and analysis, concurs that City Staff has correctly concluded that it can be seen with certainty that there is no possibility that adoption of Ordinance No. 2019-07 may have a significant effect on the environment.

**SECTION 5.** The custodian of records for all materials that constitute the record of proceeding upon which this decision is based is the City Clerk. Those documents are available for public review in the Office of the City Clerk located at 415 South Ivy Avenue, Monrovia, California 91016.

**SECTION 6.** All legal prerequisites to the adoption of the Ordinance have occurred.

**SECTION 7.** The Official Zoning Map for the City of Monrovia set forth in Title 17 (Zoning), Chapter 17.04 (General Provisions), Section 17.04.040 (Official Zoning Map) of the Monrovia Municipal Code, is hereby amended by changing the zoning designation of the properties that are identified in Exhibit "A," attached hereto and incorporated herein by this reference, to PD-66 (Planned Development Area-66).

**SECTION 8. Severability.** If any section, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance or the application thereof to any person or place, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance. The City Council hereby declares that it would have adopted this ordinance, and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

**SECTION 9.** The City Clerk shall certify to the passage of this Ordinance and shall cause same to be published pursuant to state law within fifteen (15) days after its passage, and this Ordinance shall become effective thirty (30) days after its passage.

**INTRODUCED** this \_\_\_\_\_, 2019.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2019.

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Tom Adams, Mayor  
City of Monrovia

**ATTEST:**

**APPROVED AS TO FORM:**

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Alice D. Atkins, CMC, City Clerk  
City of Monrovia

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Craig A. Steele, City Attorney  
City of Monrovia

**ORDINANCE NO. 2019-07**

**EXHIBIT "A"**

**Map of Zone Change ZA2019-0001**

**Changing the RM 3500 (Residential Medium 3500) Zone to PD-66 (Planned Development-Area 66) Zone for the property located at 525 South Shamrock Avenue, and**

**Changing the RM 2500 (Residential Medium 2500) Zone to PD-66 (Planned Development-Area 66) Zone for the property located at 721 South Shamrock Avenue**



**Legend**  
Parcels  
Area 66

City of Monrovia  
Community Development Department  
Planned Development Area 66



Date Saved: August, 2019