



**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA PLANNING COMMISSION
HELD WEDNESDAY, MAY 11, 2016, 7:30 P.M.**

CONVENE:

Chair McClellan convened the Regular Meeting of the Monrovia Planning Commission of Wednesday, May 11, 2016, 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 Jose Barriga, Assistant Planner Teresa Santilena, and Assistant City Attorney Carol Lynch.

ROLL CALL: In attendance were Commissioners Austin, Beebe, Parry, Suarez, Winn, and Chair McClellan. Commissioner Parrague was absent.

APPROVAL OF MINUTES: Commissioner Suarez moved to approve the minutes of April 13, 2016, seconded by Commissioner Winn. The motion carried on a voice vote with Commissioner Beebe abstaining.

PUBLIC INPUT: None

Craig Jimenez welcomed Councilmember Gloria Crudginton as the new City Council liaison to the Planning Commission.

PUBLIC HEARINGS:

PH-1 Conditional Use Permit CUP2016-11, 402-406 South Myrtle Avenue, Rick Ma, applicant

Teresa Santilena gave the staff report.

Chair McClellan opened the public hearing. One of the co-owners, Erik Intermil, spoke on behalf of the item. He said that they had gotten a permit for live entertainment on a limited basis and it was a great success.

No one else spoke in favor or with concerns. The Commission discussed the requirement that the doors be closed when there is live music. They felt that this was not necessary.

Commissioner Parry moved to close the public hearing and approve CUP2016-11 with an amendment to Condition #3 to allow the doors to be open during the live entertainment until 10:00 PM, seconded by Commissioner Suarez. The motion carried with the following vote:

AYES: Austin, Beebe, McClellan, Parry, Suarez, Winn
NOES: None
ABSTAIN: None
ABSENT: Parrague

PH-2 Conditional Use Permit CUP2016-10, 1602 South Myrtle Avenue, Field Myrtle Oil, applicant

Jose Barriga gave the staff report. There was discussion about the size of the area that would display alcoholic beverages. Mr. Barriga noted that there were modifications made to the

conditions since the packets went out and wanted to make sure that the Commissioners had seen the revised conditions.

Chair McClellan opened the public hearing. The applicant Maria (?) spoke on behalf of the item. She said that they had purchased the gas station in 2009 and were excited to make improvements to the business. No one else spoke in favor or with concerns.

Commissioner Beebe moved to close the public hearing and approve CUP2016-10, with the updated conditions, seconded by Commissioner Austin. The motion carried with the following vote:

AYES: Austin, Beebe, McClellan, Parry, Suarez, Winn
NOES: None
ABSTAIN: None
ABSENT: Parrague

ADMINISTRATIVE REPORTS:

AR-1 Conditional Use Permit 2015-05/Minor Exception ME2015-11, 1602 South Magnolia Avenue, Dr. Hisham S. Kamell, applicant

Teresa Santilena gave the staff report. No one spoke in favor or with concerns.

Commissioner Austin moved to approve the extension of CUP2015-05 and ME2015-11 for one year, seconded by Commissioner Beebe. The motion passed unanimously on a voice vote.

AR-2 Neighborhood Compatibility Update

Craig Jimenez gave a brief overview of the process and status of the study.

In order to test the proposed regulations, Commissioner Coulter Winn volunteered to assist and worked with Staff in a mock application process and to create visual models of the results of the proposed regulations.

Commissioner Winn presented the models and discussed the process and his findings using both the 300 block of North Alta Vista Avenue and a study of the house at 122 North Alta Vista Avenue.

Craig Jimenez further explained the proposed "Compatibility Design Review" criteria and process. The Commission discussed the item. They would like more emphasis on the importance of trees. They also want to make sure that applicants are given clear guidance before they start their plans. He thanked Commissioner Winn for all his assistance through this process.

There was discussion about the need for more notification to the neighborhood and more detailed information about proposed projects. Public input was requested at this point.

Edna Teller discussed her concerns with the previous process and stated that additional noticing needs to be provided. Chair McClellan stated that the proposed changes will address her issues.

Dan Ryan stated that design needs to address context of neighborhood. He would like to create a handout on "Context Responsive Infill Design".

Alan Morse was glad the Commission was discussing the need for more notification and would like to see digital imaging required for a proposed project.

Bill Potter and Arlene Dunson also spoke about the notification process.

There was discussion about posting plans online. The Assistant City Attorney noted that there are some copyright issues and that she would work with staff on that matter. It was suggested that the notifications go out earlier than 10 days to give people more time to express their concerns. Mr. Jimenez said that if a neighbor has an objection that DRC can continue the item. Councilmember Crudgington said that the bigger the project, the bigger the notice should be.

The general consensus of the Commission was that the proposed amendments to the ordinance were addressing concerns that had been raised previously and that staff should move forward.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Craig Jimenez noted that there was a special Historic Preservation Commission meeting this past Monday and a Certificate of Appropriateness for the Historic Santa Fe Depot was approved. He feels that this will be the showcase of Station Square. He also reminded the Commissioners about the appreciation reception on May 18th.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: Bill Beebe reported that he had a new grandson and was congratulated by everyone. Karen Suarez said that some high school students got involved with her bluebird box project and it has been very successful.

ADJOURNMENT: 9:29 in honor of Michael John Spain, a Marine who recently lost his life.