



**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA PLANNING COMMISSION  
HELD WEDNESDAY, SEPTEMBER 14, 2016, 7:30 P.M.**

**CONVENE:**

Chair Winn convened the Regular Meeting of the Monrovia Planning Commission of Wednesday, September 14, 2016, at 7:30 p.m. in the City Council Chambers. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Senior Planner Barbara Lynch, Assistant Planner Teresa Santilena, Management Analyst Diane Delmatoff and Assistant City Attorney Carol Lynch.

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

**APPROVAL OF MINUTES:** Chair Winn asked that Austin Arnold's name be added to the minutes. Commissioner Austin moved to approve the minutes of August 10, 2016 as amended, seconded by Commissioner Parry. The motion carried on a unanimous voice vote.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:**

**PH-1 Tentative Tract Map No. TTM74362/Conditional Use Permit CUP2016-15  
303 South Madison Avenue – Applicant, Bowden Development, Inc.**

Commissioner Parry recused himself.

Teresa Santilena gave the staff report. Commissioner Parrague had a question about whether the driveway will be permeable. Staff indicated that it will be concrete, but the landscape plan will need to satisfy the onsite water retention requirements of the State of California. There was discussion about whether it would be better to have the houses oriented along the south property rather than the north property line, and if any mature trees will be retained.

Chair Winn opened the public hearing. Todd Bowden spoke on behalf of the project. He stated that they agree with all the conditions of approval. He noted that up to 12 units could be built on this site, but they are only proposing 6. There will be extensive catch basins that will catch rain water onsite and that they will be using drought tolerant landscaping and will place a large tree in the front.

The neighbors to the south are only 4 feet from the property line and the applicants agree with staff that it makes more sense to have the homes situated on the north side of the property to preserve privacy impacts and improve neighborhood compatibility. The homes will be pre-wired for solar and solar installation will be offered as an upgrade option.

No one else spoke in favor or with concerns.

Commissioner Parrague moved to close the public hearing and approve Tentative Tract Map No. TTM74362/Conditional Use Permit CUP2016-15, seconded by Commissioner Austin. The motion carried with the following vote:

**AYES:** Austin, Beebe, McClellan, Parrague, Rose, Winn  
**NOES:** None

ABSTAIN: Parry  
ABSENT: None

Commissioner Parry returned to the meeting.

**PH-2 Conditional Use Permit CUP2016-16/Wireless Facilities Exception WFE2016-01/Wireless Facilities Exception WFE2016-02/General Plan Conformity GPC2016-01  
1200 North Canyon Boulevard (Sawpit Dam) - Applicant, Verizon Wireless/Vinculums Services, Inc.**

Barbara Lynch gave the staff report. Commissioner Rose noted that in 2011 it was determined that the project site is a Discouraged Location. She questioned why a wireless facility is being proposed at this site now. Assistant City Attorney Lynch explained that when a wireless facility is proposed in a Discouraged Location, the applicant needs to prove that there is a significant gap in service. Under Federal law, a city cannot declare a site a "Prohibited Area" if there is a documented "Significant Gap". Commissioner Rose was concerned that the documentation was prepared by a Verizon engineer rather than an independent engineer. Commissioner Parrague asked how a Significant Gap is determined. It is not determined by the number of people in the area, but by the signal strength.

Commissioner Austin wanted to know if there is any liability that the City could assume in regards to health issues in the future that may be determined to be caused by the tower. The Assistant City Attorney does not believe that the City could be held responsible for any health issues in the future.

Commissioner Parry was concerned about the environmental impact of the construction work. There were also questions about the height and the structure's visibility. Chair Winn asked if the monopine could be less symmetrical and more natural looking.

Chair Winn opened the public hearing. Matt Vigil, a representative of Verizon Wireless, was present to answer the Commission's questions. He said that the Significant Gap is based on overall network coverage. They look at a specific area based on the volume of customer complaints. He also said that the FCC requires E911 Emergency Service to be available to all users, so that people who have Sprint, ATT, etc. would be able to use this tower's signal for emergency calls in the coverage area.

The tower needs to be 80 feet tall because of the location. There can be no physical obstructions that would block the signal. Because of this the tower will be visible, but since it is so far away it will not stand out, and you will have to look for it. The construction will take about three weeks and they will provide construction plans to Public Works.

The Commission discussed the item further. This is already a developed area with a dam, a parking area, and a house with an access road. If they were to locate the tower in a different area, it may require construction of a road and removal of trees, or be closer to a residential area.

Commissioner Rose was against having the wireless facility located in Canyon Park due to environmental concerns. Commissioner Austin was against the wireless facility due to health concerns.

There was discussion about the quality of the proposed fake tree. The Commission requested adding a condition that:

"The monopine shall be constructed with high quality materials and designed to be as natural looking as possible to the satisfaction of the Planning Director"

Commissioner McClellan moved to approve CUP2016-16/WFE2016-01/WFE2016-02/GPC2016-01 with the added condition, seconded by Commissioner Parry.

The motion carried with the following vote:

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

#### **ADMINISTRATIVE REPORTS:**

##### **AR-1 General Plan Conformity GPC2016-02 200 East Lime Avenue - Applicant, City of Monrovia**

Sheri Bermejo gave the staff report. The Commission discussed the item.

Commissioner Parry moved to find that the disposition of the Historic Landmarked Single-Family Dwelling located at 200 East Lime Avenue to a private party conforms to the provisions of the Monrovia General Plan, seconded by Commissioner Beebe. The motion carried on a unanimous vote.

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

Management Analyst Brittany Mellow provided an update on the Monrovia Renewal project. This is the citywide infrastructure improvement program and it is the largest Monrovia Public Works project ever completed. She encouraged the Commission and the community to visit [www.cityofmonrovia.org/monroviarenewall](http://www.cityofmonrovia.org/monroviarenewall) for updates on the construction schedules.

Craig Jimenez gave an update on the Neighborhood Study. The first component, new Zoning Regulations were adopted by the City Council on September 6 and will take effect on October 6. The first reading of the second component, the Demolition Ordinance, had its' first reading on September 6<sup>th</sup> and the second reading will go to Council on September 20.

#### **REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:**

Commissioner Rose encouraged everyone to attend the Santa Anita Family Services fundraiser on October 6. The "Leaders Who Make a Difference" will be honored at the event, and it will be held at the Hotel Green in Pasadena.

**ADJOURNMENT:** 10:10 p.m.