

# MONROVIA PLANNING COMMISSION AGENDA

City Council Chambers  
415 South Ivy Avenue, Monrovia, California 91016



**Keshia Carter-Bowen**  
Chair

**Scott Austin**  
Vice Chair

**Darrell Brooke**  
Commissioner

**Robert McClellan**  
Commissioner

**Cheryl Rose**  
Commissioner

**Gary Schaeffler**  
Commissioner

**Bill Shieff**  
Commissioner

## Welcome to the Monrovia Planning Commission Regular Meeting Wednesday, October 14, 2020, 7:30 PM

### CORONAVIRUS DISEASE (COVID-19) ADVISORY

As a precaution to protect staff, our constituents, and elected officials, in accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, there will NOT be a physical meeting location and all public participation will be electronic. Remote public participation is allowed in the following ways:

- 1) Cable T.V. Broadcast on KGEM (Spectrum Channel 99 or Giggle Fiber Channel 87-2)
- 2) Livestream online at [www.foothillsmedia.org/monrovia](http://www.foothillsmedia.org/monrovia)

Public comment will be accepted by email to [planning@ci.monrovia.ca.us](mailto:planning@ci.monrovia.ca.us) before 5:30 p.m. on August 12, 2020. Public comment may be summarized in the interest of time, however the full text will be provided to all members of the Planning Commission prior to the meeting. If comments are specifically in support or opposition of an item, please clearly state so in the introduction. Public input related to Public Hearings will be accepted by email to [planning@ci.monrovia.ca.us](mailto:planning@ci.monrovia.ca.us) prior to the close of the Public Hearing. Pursuant to the Governor's Executive Order N-29-20, City Planning Commissioners may participate via teleconference.

Thank you for participating in tonight's meeting. The Planning Commission encourages public participation, and invites you to share your views on City business that falls within its purview.

**MEETINGS:** Regular Meetings of the Planning Commission are held on the first Wednesday following the second Tuesday of each month at 7:30 p.m. in the City Council Chambers.

**AGENDA PACKETS:** A full Planning Commission agenda packet with all backup information is available at City Hall in the Community Development Department and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). Copies of individual Agenda Reports are available via email upon request to [planning@ci.monrovia.ca.us](mailto:planning@ci.monrovia.ca.us). Documents distributed to a majority of the Planning Commission after the posting of this agenda will be available for review at the Community Development Department, 415 South Ivy Avenue, Monrovia, California and on the City's website.

**RECORDING:** Community Media of the Foothills (KGEM) shows both live broadcasts and replays of Planning Commission Meetings on cable television and over the Internet at [www.kgem.tv](http://www.kgem.tv). Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all Planning Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Commission. The City requests that persons addressing the Planning Commission refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE PLANNING COMMISSION** simply approach the podium when the Chair asks for those who wish to speak, and state your name for the record. Please provide the Commission Clerk with a copy of any written materials you wish the Commission Secretary to distribute to the Planning Commission.

**MATTERS NOT ON THE AGENDA** should be presented during the time designated as "PUBLIC INPUT." By State law, the Planning Commission may not discuss or vote on items not on the agenda.

**MATTERS ON THE AGENDA:** If you wish to address the Planning Commission on a matter on the agenda, please wait until the Chair opens the public hearing or calls for public comment on that matter. For public hearings and appeals, the applicant is invited to speak first, followed by those who support the project, then those who have concerns or oppose the project. The applicant is then given the opportunity to rebut. Appellants will be afforded the same opportunities as applicants.

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Planning Commission. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the Planning Commission can be fully informed about a matter before making its decision.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Community Development Department at 932-5565. Please notify the Community Development Department at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.





# AGENDA MONROVIA PLANNING COMMISSION

---

Regular Meeting of the Monrovia Planning Commission  
Monrovia City Hall  
415 South Ivy Avenue  
Wednesday, October 14, 2020, 7:30 PM

**Pursuant to the Governor's Executive Order N-29-20  
Planning Commissioners may participate via teleconference.**

Staff reports or other written documentation relating to each proposed item of business on the Agenda presented for consideration by the Planning Commission are on file in the Community Development Department.

**CONVENE** Chair Carter-Bowen

**ROLL CALL** Commission Chair Carter-Bowen, Commissioners Austin, Brooke, McClellan, Rose, Schaeffler, and Shieff

**APPROVAL OF MINUTES** [Unadopted Minutes](#) of the August 12, 2020, Regular Meeting

## **PUBLIC INPUT**

At this time, citizens who wish to speak on any City business not on the Agenda that is within the purview of the Planning Commission may approach the podium on a first come, first served basis. Please state your name for the record. By State Law, the Commission may not discuss or vote on items not on the Agenda.

## **PUBLIC HEARINGS**

PH-1 [Variance V2020-0001 and Variance V2020-0002](#)  
946 Crescent Drive; Brad Beutlich, Applicant

**Request:** Approve two Variances to legalize a previously constructed raised deck that encroaches into the required side and rear yard setback requirements at 946 Crescent Drive. Specifically, the deck is setback 3'-6" (in lieu of the required 12'-0") from the side property line and 13'-6" (in lieu of the required 40'-6") from the rear property line. This property is located in the RL (Residential Low Density) zone. Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act (CEQA).

**Recommendation: Approve Variance V2020-0001 and Variance V2020-0002**

## **COMMUNITY DEVELOPMENT DIRECTOR REPORT**

- National Planning Month

## **REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS**

## **ADJOURNMENT**

**NOTE:** Decisions of the Planning Commission may be appealed to the City Council if filed in writing to the City Clerk within ten (10) days. (Note: Appeal Fee Required).

**I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 8<sup>th</sup> day of October 2020.**

---

Brenda Quezada, Planning Technician