



In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely by viewing on the KGEM channel through their local cable provider or online at www.foothillsmedia.org.

Members of the public were encouraged to participate in the meeting by emailing public comments to planning@ci.monrovia.ca.us before or during the meeting. Comments received prior to 6:00 p.m. were posted on the City's website and distributed to the Commission. Comments received after 6:00 p.m. were read by the planning staff during the public hearing. Any lengthy public comments were summarized in the interest of time. All parties that provided public comment on any items were notified of the decision and the appeal process.

CONVENE: Chair Carter-Bowen convened the Regular Meeting of the Monrovia Planning Commission on Wednesday, December 9, 2020, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, Planning Technician Vincent Gillespie, and Planning Technician Brenda Quezada. City Attorney Craig Steele and Attorney Chelsea Straus participated via video conference.

ROLL CALL: In attendance were Commissioners Darrell Brooke, Robert McClellan, Cheryl Rose, Gary Schaeffler, Bill Shieff, Vice-Chair Scott Austin, and Chair Keshia Carter-Bowen. All members participated via video conference pursuant to the Governor's Executive Order N-29-20.

APPROVAL OF MINUTES: Commissioner Shieff moved to approve the minutes of November 18, 2020 regular meeting, seconded by Commissioner Brooke. The motion carried unanimously.

PUBLIC INPUT: None.

PUBLIC HEARINGS:

**PH-1 Conditional Use Permit CUP2020-0009
230 West Cherry Avenue; Benjamin Zhu, Applicant**

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Planning Commission regarding the tree in the rear yard and the aesthetic compatibility between the existing single-family residence and the new development.

Chair Carter-Bowen opened the public hearing.

Public Input:

1. Benjamin Zhu, applicant, spoke in favor of the project and clarified that the new development will be designed to complement the rest of the neighborhood.

Chair Carter-Bowen closed the public hearing.

Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Brooke, to approve Conditional Use Permit CUP2020-0009. The motion carried with a 7-0 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.

**PH-2 Conditional Use Permit CUP2020-0010 and Minor Exception ME2020-0017
518 Fano Street; Kevin Lee for Green H Construction Corp., Applicant**

The public hearing was opened and continued to January 13, 2021, to allow time for the applicant and his neighbor to address some issues.

Following discussion, it was moved by Commissioner Shieff, seconded by Vice Chair Austin, to continue Conditional Use Permit CUP2020-0009 and Minor Exception ME2020-0017 to the January 13, 2021 Planning Commission Meeting. The motion carried with a 7-0 vote.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Planning Division Manager Sheri Bermejo provided an overview of the Housing Element update. Community Development Director Craig Jimenez announced that this would be Commissioner McClellan's last Planning Commission meeting with the City.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None

ADJOURNMENT: Chair Carter-Bowen adjourned the meeting at 8:20 p.m.

APPROVED:

ATTEST:

Keshia Carter-Bowen, Chair
Monrovia Planning Commission

Craig Jimenez, AICP, Secretary
Monrovia Planning Commission