



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](http://www.foothillsmedia.org).

Members of the public were encouraged to participate in the meeting by emailing public comments to [planning@ci.monrovia.ca.us](mailto: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, November 18, 2020, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, Senior Planner John Mayer, Associate Planner Teresa Santilena, and Planning Technician Vincent Gillespie. City Attorney Craig Steele 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:** It was moved by Commissioner Brooke, seconded by Commissioner Rose to approve the minutes of the October 14, 2020 Regular meeting. The motion carried with a 4-0 vote. Commissioner McClellan, Commissioner Shieff, and Chair Carter-Bowen abstained.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 General Plan Amendment GPA 2020-0002 (Planning Commission Resolution No. 2020-0003) and Zoning Map Amendment ZA2020-0002 / Ordinance No. 2020-13 (Planning Commission Resolution No. 2020-0004)  
649 West Duarte Road, and 1435, 1439, 1505, 1613, 1629, 1725, and 1729 Pilgrim Way (Assessor Parcel Numbers [APNs]: 8507-014-050, 8507-013-086, 8507-013-079, 8507-013-081, 8507-014-028, 8507-014-018, 8507-014-017); Steve K. and Trina Mangli Yen, Jean and Leah Korkis, Peter T. Chu and Jinhua Zhang, Michael and Patricia Savely, Cecile Ann A. Tanlioco, Rodney Soo and Lingyi Li, Nelson K. and Maria L. Santos, and Teresa Ramirez, Applicants**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Planning Commission regarding the flood control channel and which properties were sent a public hearing notice.

Chair Carter-Bowen opened the public hearing.

Public Input:

1. Jean Korkis, applicant, spoke in favor of the project and thanked staff.

Community Development Director Craig Jimenez stated for the record that the City did not receive public comments on this public hearing item.

Chair Carter-Bowen closed the public hearing.

The Planning Commission discussed various aspects of the application and asked additional questions of staff.

**Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Shieff, to adopt Planning Commission Resolution Nos. 2020-0003 and 2020-0004 recommending adoption of Ordinance No. 2020-13 to the City Council. The motion carried with a 7-0 vote.**

**PH-2 Ordinance No. 2020-12 (Planning Commission Resolution No. 2020-02)  
City of Monrovia, Applicant**

Community Development Director Craig Jimenez presented the staff report and answered questions of the Planning Commission regarding the estimated number of applications the City receives per year.

**Following discussion, it was moved by Commissioner Brooke, seconded by Commissioner Austin, to adopt Planning Commission Resolution Nos. 2020-0002 recommending adoption of Ordinance No. 2020-12 to the City Council. The motion carried with a 7-0 vote.**

**COMMUNITY DEVELOPMENT DIRECTOR REPORT:** Community Development Director Jimenez announced that the Planning Commission will have a meeting in December. He let the Commission know that their decision on the Variance requests for the property at 946 Crescent Drive was appealed to the City Council. He also stated that staff will bring forward a “Bricks and Mortar” training program in the upcoming year.

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** Commissioner Austin asked for an update on the timeline for the Housing Element update.

**ADJOURNMENT:** Chair Carter-Bowen adjourned the meeting at 8:07 p.m.

APPROVED:

ATTEST:

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Keshia Carter-Bowen, Chair  
Monrovia Planning Commission

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Craig Jimenez, AICP, Secretary  
Monrovia Planning Commission