



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 p.m. were posted on the City's website and distributed to the Commission. Comments received after 6 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 Gary Schaeffler convened the Special Meeting of the Monrovia Planning Commission on Wednesday, May 27, 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 City Clerk Alice Atkins. Assistant City Attorney Carol Lynch participated via video conference.

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

APPROVAL OF MINUTES: It was moved by Commissioner Austin, seconded by Commissioner Rose, moved to approve the minutes of February 12, 2020 meeting. The motion carried with a 5-0 vote. Commissioners Brooke and Shieff abstained.

PUBLIC INPUT: None.

PUBLIC HEARINGS:

**PH-1 Conditional Use Permit CUP2020-0004 and Minor Exception ME2020-0002
235 West Cherry Avenue; Si Huynh, Applicant**

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Planning Commission.

Chair Schaeffler opened the public hearing.

Public Input:

1. Si Huynh, applicant, spoke in favor of the project and thanked staff.

Planning Division Manager Sheri Bermejo stated for the record that the City did not receive public comments on this public hearing item.

Chair Schaeffler closed the public hearing.

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

It was moved by Commissioner Brooke, seconded by Commissioner Shieff, to approve Conditional Use Permit CUP2020-0004 and Minor Exception ME2020-0002 with conditions. 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 CUP2020-0005 and Conditional Use Permit 2012-0017 (Amendment), 311 West Foothill Boulevard; Qinhan Chen, Aztec Hotel, Applicant

Planning Division Manager Sheri Bermejo presented the staff report and answered questions of the Planning Commission. She also provided a summary of the public comments received from Kenneth Dauer (property owner) prior to the 6:00 p.m. The full text of comments were provided to all members of the Planning Commission and posted to the City website.

Chair Schaeffler opened the public hearing.

Public Input:

1. Joe Chen, the applicant's representative, addressed the Commission's questions regarding the current use of the parking lot and noted that he agreed with the proposed conditions of approval.

Planning Division Manager Sheri Bermejo stated for the record that no further public comment was submitted on this public hearing item.

Chair Schaeffler 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 Shieff, seconded by Commissioner Austin, to approve Conditional Use Permit CUP2020-0005 and Conditional Use Permit CUP2012-0017 (Amendment) with an amendment to Condition Number 25 on CUP2020-0005 Data Sheet 1 to read as follows:

“Parking associated with the property shall not be allowed on any commercial private property near the site, unless a shared parking agreement has been approved by the City, or in the adjacent residential area (specifically on Melrose and Magnolia Avenues). Hotel management shall provide written notice of these conditions to every hotel guest and employees. A sign shall also be posted in the hotel lobby enforcing this condition.”

The motion carried with a 7-0 vote.

Chair Schaeffler 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-3 Tentative Tract Map TTM2020-0002 and Conditional Use Permit CUP2019-0020, 910 South Ivy Avenue; Jimmy Lee, TJ Build/Design, Applicant

Senior Planner John Mayer presented the staff report and answered questions of the Planning Commission.

Chair Schaeffler opened the public hearing.

Public Input:

1. Jimmy Lee, applicant, thanked staff and addressed the Commission's questions regarding the building's renderings and the use the solar panels.

Planning Division Manager Sheri Bermejo stated for the record that the City did not receive public comment on this public hearing item.

Chair Schaeffler 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 Brooke, seconded by Commissioner Shief, to approve Conditional Use Permit CUP2020-0020 and Tentative Tract Map TTM2020-0002 with conditions. The motion carried with a 7-0 vote.

Chair Schaeffler 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.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Community Development Director Jimenez provided an update on the following:

- COVID-19 impacts to City operations
- Update on SB2/Planning HOME project
- Projects in the pipeline
- Approved project updates

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None.

ADJOURNMENT: Chair Schaeffler adjourned the meeting at 8:49 PM.

APPROVED:

ATTEST:

Gary Schaeffler, Chair
Monrovia Planning Commission

Craig Jimenez, AICP, Secretary
Monrovia Planning Commission