

# 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

**Cheryl Rose**  
Commissioner

**Gary Schaeffler**  
Commissioner

**Bill Shieff**  
Commissioner

**Michael Vachani**  
Commissioner

## Welcome to the Monrovia Planning Commission Meeting Wednesday, March 10, 2021, 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 March 10, 2021. 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

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Regular Meeting of the Monrovia Planning Commission  
Monrovia City Hall  
415 South Ivy Avenue  
Wednesday, March 10, 2021, 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, Darrell Brooke, Rose, Schaeffler, Shieff, and Vachani

## **INTRODUCTION OF NEW COMMISSIONER**

**APPROVAL OF MINUTES** Unadopted Minutes of the February 10, 2021, 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 [Conditional Use Permit CUP2021-0004](#)  
1515 South Myrtle Avenue; Fiedler Group (Ben Steckler), Applicant

**Request:** Approve a Conditional Use Permit to add a car wash facility to the existing Chevron gas station and convenience store at 1515 South Myrtle Avenue. The subject property is located in the PD-12 (Planned Development – Area 12) zone. Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act (CEQA).

**Recommendation:** Approve Conditional Use Permit CUP2021-0004

## **ADMINISTRATIVE REPORTS**

AR-1 [General Plan Conformity GPC2021-0001](#)  
704 and 710 Ridgeside Drive; 739 Oakglade Drive; City of Monrovia, Applicant

**Request:** Find that the proposed summary vacation and proposed easement related to the subject properties conform to the provisions of the Monrovia General Plan. The subject properties are located in the RF (Residential Foothill) zone. Determine that the project is exempt pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.

**Recommendation:** Find that the proposed summary vacation and proposed easement are in conformity with the General Plan as presented in the Staff Report.

## **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

- Bricks & Mortar: The General Plan
- Annual Report of the General Plan
- Focused General Plan Update Progress Report

## **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 4<sup>th</sup> day of March 2021.**

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**Brenda Quezada, Planning Technician**