



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, February 10, 2021, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, and Associate Planner Teresa Santilena. Assistant City Attorney Carol Lynch and Assistant City Attorney Chelsea Straus participated via video conference.

**ROLL CALL:** In attendance were Commissioners Darrell Brooke, 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 Shieff, seconded by Commissioner Brooke to approve the minutes of the January 13, 2021 Regular Meeting. The motion carried unanimously.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:**

**PH-1 Tentative Parcel Map No. 83184  
136 Sky Way; John and Maria Elena Corcoran, Applicants**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Planning Commission regarding the location of the parcels.

Chair Carter-Bowen opened the public hearing.

Public Input:

1. Kari Helman, project representative, spoke in favor of the project and thanked staff.

Chair Carter-Bowen closed the public hearing, as there was no one present who wished to speak and no written comments were received pertaining to this item.

**Following discussion, it was moved by Commissioner Brooke, seconded by Vice-Chair Austin, to approve Tentative Parcel Map No. 83184 as presented. The motion carried with a 6-0 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.

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

- New Planning Commission Council Liaison Alex Blackburn
- Virtual State of the City Address
- Interim Building Division Manager Appointment
- Focused General Plan Housing Survey

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** None

**ADJOURNMENT:** Chair Carter-Bowen adjourned the meeting at 7:47 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