

**AGENDA**  
**MONROVIA BOARD OF APPEALS**  
City Council Chambers  
415 South Ivy Avenue, Monrovia, California 91016

**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.

Public comment will be accepted on any item on this Regular Meeting agenda via email to Neighborhood & Business Services Manager, Justin Edson, at [jedson@ci.monrovia.ca.us](mailto:jedson@ci.monrovia.ca.us) before 3:00 p.m. on the day of the meeting. Comments provided via email will be posted on the City website and distributed to the Board of Appeals. Comments received after that time will be posted on the City's website and forwarded to the Board of Appeal after the meeting.

Pursuant to the Governor's Executive Order N-29-20, Board members may participate via teleconference.

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**Welcome to the Monrovia Board of Appeals Hearing**  
**Monday, August 9, 2021, 5:00 PM**



**Scott Austin**  
Board member

**Mark Houston**  
Board member

**Dan Ryan**  
Board member

**Gary Schaeffler**  
Board member

**Mike Vachani**  
Board member

Thank you for participating in today's meeting. The Board of Appeals encourages public participation, and invites you to share your views on City business that falls within its purview.

**MEETINGS:** Regular Meetings of the Board of Appeals are held on the second Monday of each month at 5:00 PM in the City Council Chambers. The schedule of future meetings is available on the City's website.

**AGENDA:** Agendas are posted at Monrovia City Hall and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). Documents related to applications on the agenda are available for public review in the Community Development Department, 415 South Ivy Avenue, Monrovia, California.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all Board of Appeals meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Board. The City requests that persons addressing the Board refrain from making personal, slanderous, profane or disruptive remarks.

**MATTERS NOT ON THE AGENDA** should be presented during the time designated as "PUBLIC INPUT." By State law, the Board of Appeals may not discuss or vote on items not on the agenda.

**MATTERS ON THE AGENDA:** If you wish to address the Board of Appeals on a matter on the agenda, please wait until the President calls for the item to be discussed and after the matter has been presented by staff and discussed by the appellant.



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 BOARD OF APPEALS

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Regular Meeting of the Monrovia Board of Appeals  
Monrovia City Hall  
415 South Ivy Avenue  
Monday, August 9, 2021, 5:00 PM

Written documentation relating to each proposed item of business on the Agenda presented for consideration by the Board of Appeals is on file in the Community Development Department.

## **CONVENE**

**ROLL CALL** Board Members Scott Austin, Mark Houston, Dan Ryan, Gary Schaeffler, Mike Vachani

**APPROVAL OF MINUTES** Unadopted [Minutes](#) of the March 9, 2020, 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 Board of Appeals may approach the podium on a first come, first served basis. Please state your name for the record. By State Law, the Committee may not discuss or vote on items not on the Agenda.

## **ADMINISTRATIVE REPORTS**

### **[AR - 1 Reorganization of the Board of Appeals](#)**

**Request:** The Board shall elect its President from among the appointed members for a term of one year.

**Recommendation:** Elect a Board President

### **[AR - 2 Establishment by Resolution, the Time and Location of the Regular Meetings of the City of Monrovia Board of Appeals](#)**

**Request:** To consider the establishment of a new regular meeting schedule of the City of Monrovia Board of Appeals by adoption of Resolution 2021-01.

**Recommendation:** Recommend adoption of Resolution 2021-01

## **REPORTS FROM STAFF**

Introduction of staff.

## **ADJOURNMENT**

**NOTE:** Decisions of the Board of Appeals are final. Appeals of the Board of Appeals are only appealable to the Superior Court

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.

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Yurhe Lim, Administrative Assistant