



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, March 10, 2021, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Assistant City Attorney Carol Lynch, Assistant City Attorney Chelsea Strauss, Senior Planner John Mayer, Associate Planner Teresa Santilena and Planning Technician Vincent Gillespie.

**ROLL CALL:** In attendance were Commissioners Darrell Brooke, Cheryl Rose, Gary Schaeffler, Bill Shieff, Michael Vachani, Vice-Chair Scott Austin, and Chair Keshia Carter-Bowen.

**INTRODUCTION OF NEW COMMISSIONER:** Community Development Director Craig Jimenez introduced Michael Vachani, newly appointed Planning Commissioner.

**APPROVAL OF MINUTES:** It was moved by Commissioner Brooke, seconded by Commissioner Austin to approve the minutes of the February 10, 2021 Regular meeting. The motion carried with a 6-0 vote. Commissioner Vachani abstained.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Conditional Use Permit CUP2021-0004  
1515 South Myrtle Avenue; Fiedler Group (Ben Steckler), Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Planning Commission regarding hours of operation, and potential light and noise impacts to future residents of the 127 Pomona mixed-use development, just west of the subject property.

Chair Carter-Bowen opened the public hearing.

Public Input:

1. Ben Steckler, applicant, thanked staff and answered questions of the Planning Commission regarding the amount of water usage for the car wash.
2. Sarah Taubitz, Acoustical Engineer answered questions of the Commission regarding the analysis and methodology applied in the project's noise generation study.

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 the item.

The Planning Commission discussed various aspects of the application specifically related to potential noise impacts to the future residential development and asked additional questions of staff.

**Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Austin, to approve CUP2021-0004 with an amendment to Condition Number 16 on Data Sheet 1 to read as follows:**

**“Hours of operation shall be limited to 7:00 a.m. to 9:00 p.m. daily. Before any change is made to these hours of operation, approval by the Development Review Committee (DRC) shall be obtained by the Applicant. Alternatively, the DRC may refer the matter to the Planning Commission for its review, in which case no change in the hours of operation shall be made without Planning Commission approval.”**

**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.

**ADMINISTRATIVE REPORTS:**

**AR-1 General Plan Conformity GPC2021-0004  
704 and 710 Ridgeside Drive; 739 Oakglade Drive; City of Monrovia, Applicant**

Community Development Director Craig Jimenez presented the staff report and answered questions of the Planning Commission.

**Following discussion, it was moved by Commissioner Shieff, seconded by Commissioner Brooke, to find that the summary vacation and proposed easement are in conformity with the General Plan. The motion carried with a 7-0 vote.**

**COMMUNITY DEVELOPMENT DIRECTOR REPORT:** Community Development Director Jimenez, Associate Planner Teresa Santilena, and Planning Division Manager Sheri Bermejo provided an update on the following:

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

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** None.

**ADJOURNMENT:** Chair Carter-Bowen adjourned the meeting at 8:56 p.m.

APPROVED:

ATTEST:

*Keshia Carter-Bowen*  
 Keshia Carter-Bowen, Chair  
 Monrovia Planning Commission

*Craig Jimenez*  
 Craig Jimenez, AICP, Secretary  
 Monrovia Planning Commission