



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, April 14, 2021, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, 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.

**APPROVAL OF MINUTES:** It was moved by Commissioner Vachani, seconded by Commissioner Shieff to approve the minutes of the March 10, 2021 Regular meeting. The motion carried with a 7-0 vote.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Conditional Use Permit CUP2021-0005  
204 West Foothill Boulevard; Brian Whalen for Foothill Gym, Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Planning Commission regarding noise impacts created when patrons open the back door during early morning hours and ADA accessibility.

Chair Carter-Bowen opened the public hearing.

Public Input:

1. Brian Whelan, applicant, thanked staff and answered questions of the Planning Commission regarding the morning classes and music emanating from the business.
2. Sari Canales, City of Monrovia Chamber of Commerce, supported the item stating Brian was a proactive business owner in response to Los Angeles County's stay at home orders.
3. Paul Bockhorst, Linwood Court Townhomes HOA President, spoke with concerns regarding the item, stating the neighbors would consider supporting the business if impacts to the neighborhood including parking, litter, noise, and traffic can be mitigated.

Chair Carter-Bowen closed the public hearing.

The Planning Commission discussed various aspects of the application and asked additional questions of staff regarding music from the business, adding signage, and reducing the review period from 180 days to 90 days. Based on this discussion, the Commission revised the following conditions of approval:

- ~~9. During the "late night" operating hours, the Applicant shall advise patrons to enter and exit the building from the north Foothill Boulevard entrance to reduce noise impacts upon neighboring residents. (Struck by Planning Commission).~~
- 10. Only pre-recorded amplified music is permitted on the premises, and such music shall be played only within the structure. There and shall not be no noise from the interior of the structure audible outside the boundaries of the establishment structure.
- 17. The Development Review Committee shall review the use within ~~six months~~ 90 days from the date the business commences. The review shall focus primarily on compliance with the conditions of approval and any adverse impact related to this use, including, but not limited to security/policing problems, parking, noise, trash impacts or other impacts upon the surrounding properties. Residents of the adjacent neighborhood in Linwood Court Townhomes shall be mailed a notice of the review at least 10 days prior to the meeting date.
- 18. Good neighbor signs shall be posted on the interior and exterior of the structure. The signage shall remind patrons to be mindful of the residents in the area by keeping noise from cars, music and conversation at a minimum. (Added by Planning Commission).
- 19. No fitness classes shall be held between the hours of 5:00 a.m. and 6:00 a.m. (Added by Planning Commission).

**Following Discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Vachani, to approve CUP2021-0005 with the above amended conditions of 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.

**COMMUNITY DEVELOPMENT DIRECTOR REPORT:** Community Development Director Jimenez and Senior Planner John Mayer provided an update on the following:

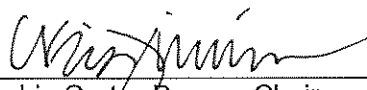
- Bricks & Mortar: Monrovia's Oak Tree Preservation Regulations
- Joint Study Session on the Focused General Plan Update, April 20, 2021 at 6:15 PM

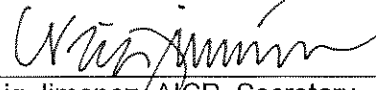
**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:** None.

**ADJOURNMENT:** Chair Carter-Bowen adjourned the meeting at 8:45 p.m.

APPROVED:

ATTEST:

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

  
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 Craig Jimenez, AICP, Secretary  
 Monrovia Planning Commission