



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 Austin convened the Regular Meeting of the Monrovia Planning Commission on Wednesday, July 14, 2021, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, and Planning Technician Vincent Gillespie. Assistant City Attorney Carol Lynch and Assistant City Attorney Chelsea Straus participated via video conference.

**PLEDGE OF ALLEGIANCE:** Commissioner Brooke led the pledge of allegiance.

**ROLL CALL:** In attendance were Commissioners Darrell Brooke, Cheryl Rose, Gary Schaeffler, Aaron Stehura, Michael Vachani, Vice-Chair Bill Shieff, and Chair Scott Austin. All members participated via video conference pursuant to the Governor's Executive Order N-29-20.

Community Development Director Craig Jimenez introduced the newly appointed Planning Commissioner Aaron Stehura to the Commission and the Community.

**APPROVAL OF MINUTES:** It was moved by Commissioner Vachani, seconded by Commissioner Rose to approve the minutes of the June 9, 2021 meeting. The motion carried with a 6-0 vote with Commissioner Stehura abstaining.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Conditional Use Permit CUP2021-0013  
945 West Huntington Drive; Bob Superneau for Raising Cane's, Applicant**

Senior Planner John Mayer informed the Commission that the applicant submitted a request to continue the public hearing in order to address the public comments that were received.

Chair Austin opened the public hearing, and asked if there was anyone in attendance with public comment. There was not.

**It was moved by Commissioner Schaeffler, seconded by Commissioner Shieff, to continue the public hearing to the regular Planning Commission meeting on August 11, 2021 at 7:30 p.m. The motion carried with a 7-0 vote.**

**ADMINISTRATIVE REPORTS:**

**AR-1 Nomination to the Board of Appeals**

Community Development Director Craig Jimenez presented the staff report.

**Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Stehura, to forward to the City Council, a nomination of Commissioner Vachani to the Board of Appeals. The motion carried with a 7-0 vote.**

**AR-2 Designation of Commissioner to Art in Public Places**

Community Development Director Craig Jimenez presented the staff report.

**Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Rose, to designate Commissioner Shieff to serve as the Planning Commission designee on the Art in Public Places Committee. The motion carried with a 6-0 vote with Commissioner Brooke abstaining due to technical difficulties.**

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

- Executive Order
- Project Updates

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

**ADJOURNMENT:** Chair Austin adjourned the meeting at 7:58 p.m.

APPROVED:

ATTEST:

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Scott Austin, Chair  
Monrovia Planning Commission

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Craig Jimenez, AICP, Secretary  
Monrovia Planning Commission