



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, August 11, 2021, at 7:30 p.m. electronically via video conference. In attendance were Community Development Director Craig Jimenez, Senior Planner John Mayer, Assistant Planner Austin Arnold, and Planning Technician Brenda Quezada. Assistant City Attorney Carol Lynch and Assistant City Attorney Chelsea Straus participated via video conference.

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

**ROLL CALL:** In attendance were Commissioners Darrel 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.

**APPROVAL OF MINUTES:** It was moved by Commissioner Shieff, seconded by Commissioner Schaeffler to approve the minutes of the July 14, 2021 meeting. The motion carried unanimously.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Conditional Use Permit CUP2021-0013  
945 West Huntington Drive; Bob Superneau for Raising Cane's, Applicant  
(Continued from July 14, 2021)**

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 Brooke, to continue the public hearing to the regular Planning Commission meeting on September 15, 2021 at 7:30 p.m. The motion carried with a 7-0 vote.**

**PH-2 Conditional Use Permit CUP2021-0014  
458 East Duarte Road; Hazem Alchadaya, Applicant**

Assistant Planner Austin Arnold presented the staff report.

Chair Austin opened the public hearing.

Public Input:

1. Hazem Alchadaya, applicant, spoke in favor of the project and thanked staff.

Chair Austin closed the public hearing.

**Following discussion, it was moved by Commissioner Rose, seconded by Vice-Chair Shieff, to approve CUP2021-0014 with Conditions. The motion carried with a 7-0 vote.**

**PH-3 Minor Exception ME2021-0008  
127 West Pomona Avenue; Robert Montano for Adept Development, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Planning Commission regarding the parking easement.

Chair Austin opened the public hearing.

Public Input:

1. Robert Montano, representative for Adept Development and project applicant, spoke in regards to adding building square footage to the easement area in the event that the space becomes available to them. He also responded to questions about mitigating freeway noise.

Chair Austin closed the public hearing.

**Following discussion, it was moved by Commissioner Schaeffler, seconded by Vice-Chair Shieff, to approve ME2021-0008 with Conditions. The motion carried with a 7-0 vote.**

Community Development Director Craig 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 updates on the following:

- Focused General Plan Update
- COVID-19 Operations Update

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

**ADJOURNMENT:** Chair Austin adjourned the meeting at 8:22 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