



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.

Members of the public were encouraged to participate in the meeting by emailing public comments to 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, September 15, 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, Assistant City Attorney Chelsea Straus, and City Traffic Engineering Consultants Pat Gibson and Richard Gibson participated via video conference.

PLEDGE OF ALLEGIANCE: Commissioner Schaeffler led the pledge of allegiance.

ROLL CALL: In attendance were Commissioners Darrell Brooke, Gary Schaeffler, Aaron Stehura, Michael Vachani, Vice-Chair Bill Shieff, and Chair Scott Austin. Commissioner Cheryl Rose was excused. 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 Brooke to approve the minutes of the August 11, 2021 meeting. The motion carried unanimously.

PUBLIC INPUT: None.

Due to the length of time anticipated for PH-1, Community Development Director Craig Jimenez requested that the Commission re-order the Agenda to present PH-2 first. The Commission concurred.

PUBLIC HEARINGS:

**PH-2 Conditional Use Permit CUP2021-0015
517 South Myrtle Avenue, Max Lee for the Kattywompus String Band, Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Planning Commission.

Chair Austin opened the public hearing.

Public Input:

1. Max Lee, applicant, spoke in favor of the project and thanked staff.

Chair Austin closed the public hearing.

Following discussion, it was moved by Commissioner Stehura, seconded by Commissioner Shieff, to approve CUP2021-0015 as presented. The motion carried with a 4-0 vote, with Commissioners Brooke and Vachani abstaining due to a conflict of interest.

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

Senior Planner John Mayer presented the staff report and answered questions of the Planning Commission regarding the on-site traffic management plan for drive-thru queuing.

Chair Austin opened the public hearing.

The following individuals submitted public written comments before the public hearing, after the Planning Commission Agenda was posted:

1. James Barthe, member of A/M Gateway Associates, LLC, wrote with concerns related to vehicle circulation, architectural design, and California Environmental Quality Act (CEQA) compliance.
2. Courtney Alvino, Monrovia resident wrote in favor of the project.
3. Patsy Ma, property manager of 915-919 Huntington Drive, wrote with concerns related to vehicle circulation and the reduction of visibility of other tenants due to building design.
4. Brian Yamaguchi, Monrovia resident, wrote in favor of the proposed oak trees but had concerns regarding the size of the trash area.
5. Sean Matsler, applicant's attorney, responded to the written comments regarding traffic, circulation, architecture, signage, land use, and CEQA.
6. Christy Paulus, Monrovia resident, wrote with concerns regarding traffic and parking.

Public Input:

1. Robert Montgomery, representative of the applicant, spoke in favor of the project and addressed written public comment received prior to the public hearing and questions asked by the Commission.
2. Ami Patel, business owner of Baja Fresh, spoke with concerns related to traffic drive-thru que times.
3. Robert Kenz, business owner of Robeks, spoke with concerns regarding the traffic signal at Huntington Drive and Fifth Avenue, vehicle circulation, and the reduced visibility of other tenants due to building design.
4. James Barthe, member of A/M Gateway Associates, LLC, spoke with concerns related to vehicle circulation and architectural design.
5. Christy Paulus, Monrovia resident, spoke with concerns about traffic and parking.
6. Pat Gibson and Richard Gibson, City of Monrovia Traffic Consultants addressed concerns related to traffic and circulation.

Chair Austin closed the public hearing.

The Planning Commission discussed various aspects of the application and asked additional questions of staff including the City's role in enforcing private property CC&Rs and the Commission's ability to conduct a review of the drive-thru operation in the future.

The Planning Commission made the following changes to the conditions of approval:

Data Sheet 1, Condition No. 25 was added to read:

“The Development Review Committee shall review the use 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 the drive-thru service, on-site traffic management, security/policing issues, parking, noise, trash impacts or other impacts upon the surrounding properties.”

Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Brooke, to approve CUP2021-0013 with the above condition added. The motion carried with a 5-1 vote, with Commissioner Shieff voting no.

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: None.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Community Development Director Jimenez provided a brief overview of the Housing Element Update.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None.

ADJOURNMENT: Chair Austin adjourned the meeting at 9:21 p.m.

APPROVED:

ATTEST:

Scott Austin, Chair
Monrovia Planning Commission

Craig Jimenez, AICP, Secretary
Monrovia Planning Commission