

MONROVIA PLANNING COMMISSION AGENDA

City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016



Darrell Brooke
Chair

Michael Vachani
Vice-Chair

Scott Austin
Commissioner

Cheryl Rose
Commissioner

Gary Schaeffler
Commissioner

Bill Shieff
Commissioner

Aaron Stehura
Commissioner

Welcome to the Monrovia Planning Commission Meeting Wednesday, June 14, 2023, 7:30 PM

Thank you for participating in tonight's meeting. The Planning Commission encourages public participation, and invites you to share your views on City business that falls within its purview.

MEETINGS: Regular Meetings of the Planning Commission are held on the first Wednesday following the second Tuesday of each month at 7:30 PM in the City Council Chambers.

AGENDA PACKETS: A full Planning Commission agenda packet with all backup information is available at City Hall in the Community Development Department and on the City's website at www.cityofmonrovia.org. Copies of individual Agenda Reports are available via email upon request to planning@ci.monrovia.ca.us. Documents distributed to a majority of the Planning Commission after the posting of this agenda will be available for review at the Community Development Department, 415 South Ivy Avenue, Monrovia, California and on the City's website.

RECORDING: Community Media of the Foothills (KGEM) shows both live broadcasts and replays of Planning Commission Meetings on cable television and over the Internet at www.kgem.tv. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Planning Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Commission. The City requests that persons addressing the Planning Commission refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE PLANNING COMMISSION simply approach the podium when the Chair asks for those who wish to speak, and state your name for the record. Please provide the Commission Clerk with a copy of any written materials you wish the Commission Secretary to distribute to the Planning Commission.

MATTERS NOT ON THE AGENDA should be presented during the time designated as "PUBLIC INPUT." By State law, the Planning Commission may not discuss or vote on items not on the agenda.

MATTERS ON THE AGENDA: If you wish to address the Planning Commission on a matter on the agenda, please wait until the Chair opens the public hearing or calls for public comment on that matter. For public hearings and appeals, the applicant is invited to speak first, followed by those who support the project, then those who have concerns or oppose the project. The applicant is then given the opportunity to rebut. Appellants will be afforded the same opportunities as applicants.

AGENDA ITEMS: The Agenda contains the regular order of business of the Planning Commission. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the Planning Commission can be fully informed about a matter before making its decision.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Community Development Department at 932-5565. Please notify the Community Development Department at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.





AGENDA MONROVIA PLANNING COMMISSION

Regular Meeting of the Monrovia Planning Commission
Monrovia City Hall
415 South Ivy Avenue
Wednesday, June 14, 2023, 7:30 PM

Staff reports or other written documentation relating to each proposed item of business on the Agenda presented for consideration by the Planning Commission are on file in the Community Development Department.

CONVENE Chair Brooke

PLEDGE OF ALLEGIANCE Commissioner Shieff

ROLL CALL Commissioners Austin, Rose, Schaeffler, Shieff, Stehura, Vachani, Chair Brooke

APPROVAL OF MINUTES [Unadopted Minutes of the April 12, 2023 Regular Meeting](#)

PUBLIC INPUT

At this time, citizens who wish to speak on any City business not on the Agenda that is within the purview of the Planning Commission may approach the podium on a first come, first served basis. Please state your name for the record. By State Law, the Commission may not discuss or vote on items not on the Agenda.

PUBLIC HEARINGS

PH-1 [Appeal APL2023-0001](#)
303 Highland Place, Stephanie Meyer, Resident

Request: Appeal of the Planning Division Staff's decision to approve a Level "2" Neighborhood Compatibility Design Review for a 299 square foot one-story rear addition and a new front porch located at 303 Highland Place. The property is located in the RE (Residential Estate) zone. Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Deny the appeal

PH-2 [Tentative Parcel Map TPM2023-0001 / Conditional Use Permit CUP2023-0006 / Minor Exception ME2023-0005](#)
872 West Walnut Avenue, Bowden Development, Inc. (Todd Bowden), Applicant

Request: Applicant is requesting a Tentative Parcel Map, Conditional Use Permit, and Minor Exception to construct a four-unit, two-story, attached condominium development with attached two-car garages on a 10,657 square foot lot with a reduced side yard setback along the east property line (4'-8" in lieu of 5'). The property is located in the RH (Residential High Density) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions

PH-3 [Conditional Use Permit CUP2023-0005 / General Plan Conformity GPC2023-0001](#)
1235 Norumbega Drive (City Water Reservoir Site), Smart Link on behalf of AT&T (Chris Doheny), Applicant

Request: Applicant is requesting a Conditional Use Permit to construct a new wireless telecommunications tower, camouflaged as a faux tree. The property is located in the P/QP (Public/Quasi-Public) zone. Determine that the project is Categorically Exempt (Class 3) and (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions

PH-4

[General Plan Amendment GPA2023-0001 / Zoning Amendment ZA2023-0001 / Conditional Use Permits CUP2023-0003 and CUP2023-0004](#)

508-512 South Ivy Avenue, Saxony Holdings, LLC (Jeff Godbold and Joshua Cain), Applicant

Request: Applicant is requesting approval for the Adaptive Reuse of two turn of the century houses to be repurposed as an 11-room Historic Inn at 508-512 South Ivy Avenue. Determine that the project is Categorically Exempt (Class 31) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Adopt Commission Planning Resolution No. PCR2023-00002
Recommend approval to City Council**

ADMINISTRATIVE REPORTS

None

COMMUNITY DEVELOPMENT DIRECTOR REPORT

- [Reorganization](#)

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS

ADJOURNMENT

NOTE: Decisions of the Planning Commission may be appealed to the City Council if filed in writing to the City Clerk within ten (10) days. (Note: Appeal Fee Required).

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 8th day of June, 2023.

April Kea, Administrative Assistant