

# MONROVIA PLANNING COMMISSION AGENDA

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



**Michael Vachani**  
Chair

**Aaron Stehura**  
Vice-Chair

**Darrell Brooke**  
Commissioner

**Scott Austin**  
Commissioner

**Cheryl Rose**  
Commissioner

**Gary Schaeffler**  
Commissioner

**Bill Shieff**  
Commissioner

## Welcome to the Monrovia Planning Commission Meeting Wednesday, July 12, 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](http://www.cityofmonrovia.org). Copies of individual Agenda Reports are available via email upon request to [planning@ci.monrovia.ca.us](mailto: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](http://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, July 12, 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 Vachani

**PLEDGE OF ALLEGIANCE** Commissioner Stehura

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

**APPROVAL OF MINUTES** [Unadopted Minutes of the June 14, 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** [Conditional Use Permit CUP2023-0002](#)  
102 West Huntington Drive, Chantel Hoffert for T.P. Heritage Inn of Monrovia, LLC, Applicant

**Request:** Applicant is requesting a Conditional Use Permit to allow the incidental sale of beer, wine and distilled spirits for on-site consumption (Type 70 ABC License) for a new hotel, TownePlace Suites by Marriott. The project is located in the O/RD/LM (Office / Research and Development / Manufacturing) zone. Determine that the project is consistent with the Mitigated Negative Declaration adopted on August 15, 2018 by the City Council in conjunction with the Monrovia TownePlace Suites Project pursuant to the Public Resources Code 21083.3 and CEQA Guidelines sections 15162, 15168, and 15183 and is exempt from the requirement that additional environmental documentation be prepared.

**Recommendation:** Approve Conditional Use Permit CUP2023-0002

**PH-2** [Conditional Use Permit CUP2023-0007](#)  
406 South Myrtle Avenue, Melissa Fierro for Knight Cap, Applicant

**Request:** Applicant is requesting a Conditional Use Permit to allow Live Entertainment at an existing restaurant, "Knight Cap". The project is located in the HCD (Historic Commercial Downtown) zone. Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation:** Approve Conditional Use Permit CUP2023-0007

## **ADMINISTRATIVE REPORTS**

None

## **COMMUNITY DEVELOPMENT DIRECTOR REPORT**

- [Commissioner Assignments](#)

## **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 6<sup>th</sup> day of July, 2023.

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April Kea, Administrative Assistant