



CONVENE: Chair Brooke convened the Regular Meeting of the Monrovia Planning Commission on Wednesday, April 12, 2023, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Neighborhood & Business Services Division Manager Justin Edson, Code Enforcement Officer Krystina Livraga, Associate Planner Teresa Santilena, Assistant Planner Vincent Gillespie, and Assistant City Attorney Chelsea Straus.

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

ROLL CALL: In attendance were Commissioners Scott Austin, Cheryl Rose, Gary Schaeffler, Bill Shieff, Aaron Stehura, Vice-Chair Michael Vachani, and Chair Darrell Brooke.

APPROVAL OF MINUTES: It was moved by Commissioner Austin, seconded by Commissioner Shieff to approve the minutes of the March 15, 2023 meeting. The motion carried unanimously with a 7-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

**AR-1 Ordinance No. 2023-02
Planning Commission Resolution No. 2023-0001
City of Monrovia, Applicant**

Neighborhood & Business Services Division Manager Justin Edson and Code Enforcement Officer Krystina Livraga presented the staff report and answered questions of the Planning Commission pertaining to:

- Which nonconforming auto repair businesses will need permits to continue operating;
- How much time an auto repair businesses will have to acquire a permit ;
- The number of businesses that are expected to require an operations permit;
- The permit fee;
- The prohibition of temporary shade structures in view of the public right of way and whether this prohibition is in violation of employee health and safety regulations;
- How Code Enforcement will gain compliance regarding the 14 day storage limit on vehicles awaiting repair in view of the public right of way;
- How the proposed regulations would financially affect the existing legal-conforming businesses;
- The likelihood of these auto repair businesses needing to apply for conditional use permits;
- Any concerns expressed during the Auto Repair Town Hall meetings regarding the proposed regulations;
- If a noise decibel level limit will apply for the enforcement of noise impacts;
- The potential for a permit process for use of temporary outdoor shade structures; and
- The size requirements for permanent shade structures.

Chair Brooke opened and closed the public meeting, as there was no one present who wished to speak on the item and no written comments were received.

The Planning Commission discussed various aspects of the proposed ordinance and asked additional questions of staff regarding the meaning of “attractive nuisance,” the need for an enforcement period following the adoption of the ordinance, and whether changes to the ordinance could be made following its approval by the City Council.

For the record, Community Development Director Craig Jimenez clarified that Planning Commission Resolution No. 2023-0001, Section 2 of the Recitals, should be amended to state “public meeting” instead of “public hearing.”

Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Austin, to approve Planning Commission Resolution No. 2023-0001 with the modified language in Section 2, recommending approval of Ordinance No. 2023-02 to the City Council. The motion carried unanimously with a 7-0 vote.

COMMUNITY DEVELOPMENT DIRECTOR REPORT:

- Associate Planner Teresa Santilena provided an overview of the City’s California Department of Housing and Community Development (HCD) Annual Progress Report and answered questions of the Planning Commission regarding:
 - The implementation of AB 1397;
 - The feasibility of requiring business licenses for ADUs as a way to track affordability;
 - The variety of efforts by the Gabriel Valley Council of Governments (SGVCOG) and Southern California Association of Governments (SCAG) to collect ADU rental data;
 - When ADU guidelines and site plan templates will be available to residents;
 - How production of affordable housing in the City of Monrovia compares to the rest of the San Gabriel Valley’s affordable housing efforts;
 - Any possible ramifications from the State if the City does not meet its lower income Regional Housing Needs Allocation (RHNA); and
 - How to encourage and incentivize affordable housing development on land with high property values and high construction costs.
- Assistant Planner Vincent Gillespie conducted a Bricks & Mortar: Development Review Committee training and answered questions of the Planning Commission regarding:
 - Where the powers and duties of the Development Review Committee are located in the City’s municipal code; and
 - Whether the position of the Chair of the Development Review Committee rotates.
- Community Development Director Craig Jimenez invited Commissioners to the MAP Neighborhood Conference, provided a development update on Raising Cane’s and Chick-fil-A, and answered questions of the Commission regarding changes in cannabis regulations, Southern California Edison’s Net Energy Metering 3.0, and City solar incentives.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:

- Chair Brooke dedicated the meeting to the heart, soul, spirit, and memory of former Planning Commissioner Robert McClellan.

ADJOURNMENT: Chair Brooke adjourned the meeting in memory of former Planning Commissioner Robert McClellan at 8:56 p.m.

APPROVED:

ATTEST:

Darrell Brooke, Chair
Monrovia Planning Commission

Craig Jimenez, AICP, Secretary
Monrovia Planning Commission