

CONVENE: Chair Stehura convened the Regular Meeting of the Monrovia Planning Commission on Wednesday, August 14, 2024, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Development Director Craig Jimenez, Deputy Director of Community Development Sheri Bermejo, Principal Planner John Mayer, Assistant Planner Vincent Gillespie, Assistant City Attorney Chelsea Straus, and Administrative Assistant April Kea.

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

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

APPROVAL OF MINUTES: It was moved by Commissioner Austin, seconded by Commissioner Shieff, to approve the minutes of the July 10, 2024 regular meeting. The motion carried with a 5-0 vote with Commissioners Rose and Vachani abstaining.

PUBLIC INPUT: None

PUBLIC HEARINGS:

**PH-1 Conditional Use Permit (Amendment); CUP2007-20 (Amendment)
108–110 East Lime Avenue, Dahl Architects Inc. (Abid Kahn), Applicant**

Assistant Planner Vincent Gillespie presented the staff report and provided the following answers to the Planning Commission's questions:

- CUP2007-20 does not permit the service of alcohol in the seating area closest to East Lime Avenue due to the lack of delineation from the public right-of-way; and
- Condition of Approval #21(h) (Data Sheet 1) regarding the 12" minimum clearance from the curb applies to all outdoor seating, including the seating area closest to East Lime Avenue.

Chair Stehura opened the public hearing.

Public Input:

1. Steve Dahl, applicant representative, stated that the proposed pass-through between the two restaurants is mainly intended for staff use. He also stated that the proposed expansion of alcohol service, as well as increased hours of operation to 10:00 PM, would encourage patrons to dine-in as opposed to take-out.
2. Abid Kahn, applicant, stated that the proposed expansion of alcohol service would encourage non-Monrovia residents to also patronize the restaurant.
3. Brian Yamaguchi, Monrovia resident, spoke in favor of the proposal, stating that the City needs to do everything it can to support small businesses.

Chair Stehura closed the public hearing.

The Planning Commission discussed various aspects of the application and staff recommended the following modification to Conditions of Approval #21(j) and 27 (Data Sheet 1) to allow for flexibility in business operation:

Data Sheet 1 (CUP2007-20):

- Condition #21(j) was amended to read: “The hours of operation for service of beer and wine in the outdoor dining area shall be limited to the hours of ~~11:30 AM to 2:00 PM and 5:30 PM to 9:00 PM, Monday through Friday and 12:00 PM to 2:00 PM and 5:00 PM to 9:00 PM, Saturday and Sunday~~ **11:00 AM to 10:00 PM, Monday through Sunday.**”
- Condition #27 was amended to read: “Hours of operation shall be limited to ~~11:30 AM to 2:00 PM and 5:30 PM to 9:00 PM, Monday through Friday and 12:00 PM to 2:00 PM and 5:00 PM to 9:00 PM, Saturday and Sunday and closed on Mondays~~ **11:00 AM to 10:00 PM, Monday through Sunday.** Before any change is made in these hours of operation, approval by the Development Review Committee (DRC) must be obtained. Alternatively, the DRC may refer the matter to the Planning Commission for its review, in which case no change in the hours of operation shall be made without Planning Commission approval.”

Following discussion, it was moved by Commissioner Austin, seconded by Commissioner Shieff, to approve CUP2007-20 with the amended conditions. The motion carried unanimously with a 7-0 vote.

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:

**AR-1 Update the Adopted “Vehicle Miles Traveled” Requirements (Baseline and Thresholds of Significance) for the Purposes of Analyzing Transportation Impacts under the California Environmental Quality Act
City of Monrovia, Applicant**

Principal Planner John Mayer presented the staff report and provided the following answers to the Planning Commission’s questions:

- Only projects that require CEQA analysis are subject to VMT analysis;
- Southern California Association of Government (SCAG) transportation data is updated every 4 years. The proposed Baseline and Threshold of Significance are based on SCAG’s current data;
- If there is a project that does not meet the required 15% Threshold of Significance, the project would need to adopt mitigation measures; and
- Currently, many of the mixed-use projects in the City are being developed in low VMT regions. As a result, they are exempt from further VMT analysis.

Public Input:

1. Brian Yamaguchi, Monrovia resident, spoke in favor of the update. He also recommended the use of cellular and locational data to determine a VMT Baseline and Threshold of Significance that is specific to the City.

Following discussion, it was moved by Commissioner Schaeffler, seconded by Commissioner Shieff, to recommend that City Council adopt the updated Vehicle Miles Traveled Baseline and Thresholds of Significance. The motion carried unanimously with a 7-0 vote.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Community Development Director Jimenez provided an update on the following:

- Commissioner Assignments

Following discussion, it was moved by Commissioner Shieff, seconded by Commissioner Austin, to appoint Commissioner Brown to the Art in Public Places Committee for the 2024-2025 fiscal year. The motion carried unanimously with a 7-0 vote.

- Care Solace

- The City of Monrovia has partnered with Care Solace, a service designed to assist residents and community members in finding local mental health-related programs, substance use treatment providers, and counseling services.

- Bricks & Mortar: Zoning 101

- The following aspects of zoning were reviewed:
 - The difference between Current Planning and Advanced Planning;
 - The roles of City Council, the Planning Commission, the Historic Preservation Commission, the Development Review Committee, and the Art in Public Places Committee as decision-making bodies; and
 - The Zoning Ordinance's purpose of establishing zoning districts, regulating development and construction via development standards, regulating uses, and establishing administrative procedures and regulations.

- Development Updates

- Building permits for In-N-Out Burger are ready to be issued;
- The Alexan Foothills multi-family project is two-thirds complete and the second temporary certificate of occupancy has been issued; and
- The City Council will be discussing Inclusionary Housing via a Study Session on September 3, 2024.

- Community Development Director Craig Jimenez will be retiring. His last day with the City will be October 31, 2024.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None

ADJOURNMENT: Chair Stehura adjourned the meeting at 8:59 p.m.

APPROVED:

ATTEST:

Aaron Stehura, Chair
Monrovia Planning Commission

Craig Jimenez, AICP, Secretary
Monrovia Planning Commission