



**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA PLANNING COMMISSION
HELD WEDNESDAY, APRIL 12, 2017, 7:30 P.M.**

CONVENE:

Chair Winn convened the Regular Meeting of the Monrovia Planning Commission of Wednesday, April 12, 2017, at 7:30 p.m. in the City Council Chambers. In attendance were Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, Senior Planner Barbara Lynch, Management Analyst Diane Delmatoff and Assistant City Attorney Carol Lynch.

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

ROLL CALL: In attendance were Commissioners Austin, Beebe, McClellan, Parrague, Parry, Rose and Chair Winn.

APPROVAL OF MINUTES: Commissioner Austin moved to approve the minutes of February 15, 2017, seconded by Commissioner Parrague. The motion carried on a voice vote with Commissioner Rose abstaining.

PUBLIC INPUT: None

PUBLIC HEARINGS:

PH-1 Conditional Use Permit CUP2017-03, 790 West Chestnut Avenue, Foothill Unity Center – Betty McWilliams, applicant

Barbara Lynch gave the staff report. The Commission inquired about traffic generation and existing traffic levels on Chestnut Avenue, World Vision's total number of employees, Unity Center's client prequalification process, and the food distribution process. Craig Jimenez stated that the City Engineer's review of traffic impact is based on the potential change in traffic levels based on the proposed change in use. The building was designed as for offices which generate higher traffic volumes at peak hours than what the proposed use would generate.

Chair Winn opened the public hearing. Betty McWilliams, Unity Center's Executive Director, explained that the majority of their clients are lower income working families and arrive by car. Prior to receiving any services, they are prequalified, which includes providing identification for each person in the household. Additionally, income verification is required. Records are updated on a yearly basis. During food distribution hours, arrival times vary; the process takes about 10 – 15 minutes. A volunteer helps load a shopping cart, follows the client to the car, unloads the cart into the client's vehicle, and returns the cart to the warehouse.

No one else spoke in favor. Three people spoke with concerns. Marianne Baldwin, the owner of the apartment building at 825 Monterey Avenue, was worried about increased traffic making it difficult for her tenants to exit their driveways. She is also concerned about security. John Garcia, one of the residents at 825 Monterey Avenue, stated his concerned that the number of Unity Center's clients will grow upon moving into a larger facility. He asked if their CUP could be revoked if there were problems in the future.

Freddy Ruiz asked if the Unity Center screens clients for criminal behavior. He sees people loitering with shopping carts at the current location before they open. He also sees a lot of people hanging around at night at the subject site doing drugs and littering. He is concerned about his property value going down.

Mike Antenesse, representing Foothill Unity, addressed the neighbors' concerns; he stated that there is a misconception about who their clients are. They serve about 4,000 families per year, most of who are working lower income families. Homeless people make up a very small proportion of their clientele. Their current location is directly across from a recycling center and the people with shopping carts in the morning are waiting for that business to open. They are not visiting the Unity Center. The Unity Center has a 3-strike rule and if their clients do anything illegal they address it immediately.

Although the proposed facility is larger, Foothill Unity does not anticipate an increase in their client base. However, the larger facility will allow them to provide added services for their existing clientele in a more comfortable manner. Betty McWilliams said that the number of clients has been consistent over the past few years and agrees that she does not believe there will be a significant increase in the number of people they serve.

Ms. McWilliams explained other services provided by Foothill Unity which include counseling, case management, nutrition and financial education, hotel vouchers, health screenings. These services are often provided in conjunction with food distribution therefore not creating additional vehicle trips. The number of people receiving these services is very small.

She stated that they want to be good neighbors and will work to address any issues that arise. She believes that the problems are currently occurring at the proposed site because it has been vacant for about four years. Foothill Unity plans to install a security system with video surveillance cameras. Additional lighting is proposed to deter people from loitering.

The Commission discussed the item. Craig Jimenez reviewed several of the 34 conditions of approval proposed that address the issues that were raised during public testimony. Commissioner Parrague asked if there have been crime related incidents with this organization in the past. There have not been. He also asked that the Monrovia PD look into the residents concerns. Prior to occupancy the Police Chief will sign off on the security plan. The Commission asked for the following amendments to the conditions of approval:

- Condition #12 – remove the word “or” from the last sentence
- Condition #13 – increase the notification radius from 300’ to 500’
- Condition #14 – add the words “within 24 hours” to the end of the last sentence

Commissioner Austin moved to close the public hearing and approve CUP2017-03, as amended, seconded by Commissioner Beebe. The motion carried with the following vote:

AYES: Austin, Beebe, McClellan, Parrague, Parry, Rose, Winn
NOES: None
ABSTAIN: None
ABSENT: None

PH-2 Tentative Parcel Map No. 74963, 800 and 790 West Chestnut Avenue, Vahok Agojian, applicant

Barbara Lynch gave the staff report. There was a question about how long the Parcel Map process takes. It's usually about five to six months and it should not affect the business operations. The Commission discussed the item.

Commissioner Parry moved to close the public hearing and approve Tentative Parcel Map No. 74963, seconded by Commissioner Beebe. The motion carried with the following vote:

AYES: Austin, Beebe, McClellan, Parrague, Parry, Rose, Winn
NOES: None
ABSTAIN: None
ABSENT: None

ADMINISTRATIVE REPORTS: None

COMMUNITY DEVELOPMENT DIRECTOR REPORT:

Neighborhood Compatibility and Design Sensitive Multifamily Development Parking Strategies

Craig Jimenez asked the Commission for their input on multifamily residential parking standards in regards to Neighborhood Compatibility. As discussed during the Neighborhood Study, Staff is exploring the use of screened carports and/or open parking spaces to provide off street parking. Staff believes that this might be a strategy to encourage people to park on site since enclosed garages are often used for storage rather than parking. This also may address some of the issues related to bulk and mass. The Commission would have design review over carports. Before recommending an amendment to the Zoning Ordinance, Staff would like to bring a few projects forward as case studies.

The Commission expressed that with good design, allowing some carports and open parking spaces could be a planning tool to improve neighborhood compatibility and concurred that unintended consequences could be identified and vetted through case study scenarios.

Craig Jimenez also invited the Commission and the community to attend the annual MAP Neighborhood Conference on Saturday, April 22 at the Monrovia Community Center.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: Chair Winn asked staff to provide the Commission with a copy of the Monrovia Municipal Code (MMC) regulations that govern the Commission's design review and approval authority over projects that are subject to the City's Neighborhood Compatibility Ordinance (Ordinance No. 2016-08).

ADJOURNMENT: 9:15 pm