

MONROVIA PLANNING COMMISSION AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016



Jhaila R. Brown
Chair

Cheryl Rose
Vice-Chair

Scott Austin
Commissioner

Lyle Janicek
Commissioner

Gary Schaeffler
Commissioner

Aaron Stehura
Commissioner

Michael Vachani
Commissioner

Welcome to the Monrovia Planning Commission Meeting Wednesday, March 11, 2026, 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.monroviaca.gov. Copies of individual Agenda Reports are available via email upon request to planning@monroviaca.gov. 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, March 11, 2026, 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 Brown

PLEDGE OF ALLEGIANCE Commissioner Stehura

ROLL CALL Commissioners Austin, Janicek, Rose, Schaeffler, Stehura, Vachani, Chair Brown

APPROVAL OF MINUTES [Unadopted Minutes of the January 14, 2026 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; CUP2026-0002](#)
917 West Duarte Road, Dao Zao Sushi & Saki (Yu Qing Du and Xuan Mei Piao), Applicant

Request: Applicant is requesting a Conditional Use Permit (CUP) to allow a California Department of Alcoholic Beverage Control (ABC) Type 41 license for the incidental sale and on-site consumption of beer and wine in conjunction with a new restaurant, Dao Zao Sushi & Saki. The property is located in the NC (Neighborhood Commercial) zone.
Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Open Public Hearing and continue to the Regular Planning Commission Meeting on April 15, 2026

PH-2 [Conditional Use Permit; CUP2026-0003](#)
[Design Review; DR2026-0001](#)
903 East Huntington Drive, 7 Leaves Cafe (Timothy Nguyen), Applicant

Request: Applicant is requesting approval to operate a 7 Leaves Café with drive-through service in an existing vacant 1,900-square-foot former retail building. The site is located within 100 feet of residential property. The project also includes exterior façade improvements. The property is located in the PD-7 (Planned Development – Area 7) zone.
Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions

ADMINISTRATIVE REPORTS

None

COMMUNITY DEVELOPMENT DIRECTOR REPORT

- Development Updates

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 5th day of March, 2026.

April Kea, Management Assistant