

**MONROVIA  
DEVELOPMENT REVIEW COMMITTEE  
AGENDA**

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



**Craig Jimenez**  
Chair  
Director of  
Community  
Development

**Tina Cherry**  
Director of Public  
Services

**Brad Dover**  
Fire Chief

**Alan Sanvictores**  
Chief of Police

**Welcome to the Monrovia Development Review Committee Meeting  
Wednesday, August 01, 2018, 2:00 P.M.**

Thank you for participating in today's meeting. The Development Review Committee encourages public participation, and invites you to share your views on City business that falls within its purview.

**MEETINGS:** Regular Meetings of the Development Review Committee are held on every other Wednesday at 2:00 P.M. in the City Council Chambers at Monrovia City Hall. The schedule of future meetings is available on the City's website.

**AGENDA:** Agendas are posted at Monrovia City Hall and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). Documents related to applications on the agenda are available for public review in the Community Development Department, 415 South Ivy Avenue, Monrovia, California.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all Development Review Committee meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Committee. The City requests that persons addressing the Committee refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE DEVELOPMENT REVIEW COMMITTEE** simply approach the dais when the Chair announces the item on the agenda that you wish to speak about. Please provide the Chair with a copy of any written materials you wish to distribute to the Development Review Committee.

**MATTERS NOT ON THE AGENDA** should be presented during the time designated as "PUBLIC INPUT." By State law, the Development Review Committee may not discuss or vote on items not on the agenda.

**MATTERS ON THE AGENDA:** If you wish to address the Development Review Committee on a matter on the agenda, please wait until the Chair calls for the item to be discussed. 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. Additionally, written comments submitted prior to the start of the meeting will be presented to the Committee as part of the consideration of the request. Comments can be submitted in person or via mail to Monrovia City Hall or by email to [planning@ci.monrovia.ca.us](mailto:planning@ci.monrovia.ca.us).



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 DEVELOPMENT REVIEW COMMITTEE

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Regular Meeting of the Monrovia Development Review Committee

Monrovia City Hall

415 South Ivy Avenue

Wednesday, August 1, 2018

Written documentation relating to each proposed item of business on the Agenda presented for consideration by the Development Review Committee is on file in the Community Development Department.

**CONVENE** Chair Jimenez

**APPROVAL OF MINUTES** Unadopted Minutes of the July 18, 2018, 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 Development Review Committee may approach the podium on a first come, first served basis. Please state your name for the record. By State Law, the Committee may not discuss or vote on items not on the Agenda.

### **PUBLIC HEARINGS**

**ME2018-0012 Minor Exception; 307 Elfwood Drive, Helman Architects, Inc., Applicant**

**Request:** Applicant is requesting a neighborhood compatibility design review for a 478 square foot single-story addition in the front and new front porch. The plans include conversion of an existing attached 440 square foot garage into the master bedroom, which proposes to raise the ceiling and parapet height by 3'. Applicant is also requesting a Minor Exception from Monrovia Municipal Code Section 17.12.010 to encroach 1'-6" into the required side yard setback (12'-6" in lieu of 14') to continue the existing side yard setback along the north property line. The subject property is located in the RF (Residential Foothill) zone. Determine that the project is Categorical Exempt (Class 3) from the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with Conditions.

**ME2018-0013 Minor Exception; 529 King Street, Mark Houston Associates, Inc., Applicant**

**Request:** Applicant is requesting a Neighborhood Compatibility Review (Level 1 and a Minor Exception from Monrovia Municipal Code (MMC) Section 17.12.020 to extend an existing non-conforming side yard setback (5'-10" in lieu of 6'-6") for an addition in alignment with the existing structure along the east property line. The property is located in the PD-4 (Planned Development Area 4) zone. Determine that the project is Categorical Exempt (Class 1) from the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with Conditions.

**ME2018-0011 Minor Exception; 205 Acacia Avenue, Carlos Parrague, Applicant**

**Request:** Applicant is requesting a neighborhood compatibility design review (Level 2) for an 818 square foot single-story rear addition to an existing single-story house as well as the construction of new front porch. Applicant is also requesting a Minor Exception from Monrovia Municipal Code Section 17.12.020 to encroach 1'-0" into the required side yard setback (4'-0" in lieu of 5'-0"). The subject property is located in the RL (Residential Low Density) zone. Determine that the project is Categorical Exempt (Class 3) from the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with Conditions.

## **ADMINISTRATIVE REPORTS**

**LLA2018-0001      Lot Line Adjustment; 1210 Royal Oaks Drive, Santa Teresita, Inc., Applicant**

**Request:** Applicant is requesting lot line adjustment to move an existing lot line between assessor parcels 8530-001-067 and 8530-001-066. This property is located in the Santa Teresita Specific Plan Area. Determine that the project is Categorically Exempt (Class 5) from the California Environmental Quality Act (CEQA).

**Recommendation:** Approve as presented.

**DR2018-0019      Design Review; 315 East Olive Avenue, Maria Arias, Applicant**

**Request:** Applicant is requesting a neighborhood compatibility design review (Level 7) for a new single-story 1,252 square foot rear unit with an attached 453 square foot garage facing the alley. A 400 square foot garage facing Olive Avenue, attached to the rear unit, will serve the front unit on an 8,004 square foot lot. The subject property is located in the RM3500 (Multi-family Residential) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with Conditions.

## **REPORTS FROM STAFF**

**None.**

## **ADJOURNMENT**

**NOTE:** Note: Decisions of the Development Review Committee may be appealed to the Planning Commission if filed in writing with Planning Division within ten (10) days. (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 26<sup>th</sup> day of July, 2018.**

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**Vincent Gillespie, Planning Technician**