

# MINUTES

## MONROVIA DEVELOPMENT REVIEW COMMITTEE

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Regular Meeting of the Monrovia Development Review Committee

Monrovia City Hall

415 South Ivy Avenue

Wednesday, September 12, 2018

### Convene

Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee of Wednesday, September 12, 2018, at 2:05 p.m. in the City Council Chambers.

### In Attendance

Community Development, Craig Jimenez

Public Services, Tina Cherry

Fire, Brad Dover

Police, Alan Sanvictores

### Approval of Minutes

Committee Member Dover moved to approve the meeting minutes for the regular meeting of August 29, 2018, seconded by Committee Member Cherry. The motion carried unanimously.

### PUBLIC HEARINGS

**MCUP2018-0002**

**Minor Conditional Use Permit; 1210 Royal Oaks Drive, The Carmelite Sisters – Sister Vincent Marie Finnegan, Applicant**

**Request:** Applicant requested a Miscellaneous Review for a Minor Conditional Use Permit to allow the interior remodel of an existing two-story 26,570 square foot religious convent (Casa Convent) as well as a 1,140 square foot addition to the first floor. The addition will serve as a recreation room, main refectory and kitchen prep area. The subject property is located within The Rose Gardens at Santa Teresita Specific Plan (RGSP) Area. It was determined that the project is Categorically Exempt (Class 1) from the California Environmental Quality Act (CEQA).

**In-favor:** Joey Kouchakian, Local business owner.

**Not In-favor:** None.

**Decision:** Approved with conditions.

### ADMINISTRATIVE REPORTS

**AR2018-0015**

**MISC2018-0013**

**Advisory and Miscellaneous Review; 504 South Myrtle Avenue, Barbel Investments Inc., Applicant**

**Request:** Applicant requested an Advisory and a Miscellaneous Review to amend Conditional Use Permit (CUP2016-17) which allows the indoor/outdoor on-site service of beer and wine (ABC License Type 41) at an existing restaurant. The amendment will allow the full service of alcoholic beverages (ABC License Type 47). This property is located in the HCD (Historic Commercial Downtown) zone. It was determined that the project is Categorically Exempt (Class 1) from the California Environmental Quality Act (CEQA).

**In-favor:** Joey Kouchakian, Business Owner.

**Not In-favor:** None.

**Decision:** Recommended approval to the Planning Commission with draft conditions.

**SIGN2018-0034**

**Sign Review; 127 West Foothill Boulevard, Charlie Lee, Applicant**

**Request:** Applicant requested a Sign Review to install two new, non-illuminated building wall signs for a new business, Monarch Smoke Shop. This property is located in the NC (Neighborhood Commercial) zone. Applicant requested a continuance to make minor changes to the sign proposal.

**In-favor:** None.

**Not In-favor:** None.

**Decision:** Continued to the September 26, 2018 DRC meeting.

**SIGN2018-0035**

**Sign Review; 326 South Myrtle Avenue, B. K. Signs Inc., Applicant**

**Request:** Applicant requested a Sign Review to install two new wall signs, one illuminated and one non-illuminated for a new business, D-Drive. This property is located in the HCD (Historic Commercial Downtown) zone. It was determined that the project is Categorically Exempt (Class 11) from the California Environmental Quality Act (CEQA).

**In-favor:** None.

**Not In-favor:** None.

**Decision:** Approved with conditions.

**MISC2018-0014**

**Oak Tree Removal; 207 Poppy Avenue, Wendy Baray, Applicant**

**Request:** Applicant requested to remove an existing California Live Oak tree due to poor health and risk of failure. The property is located in the RM3000 (Residential Medium Density) zone. It was determined that the project is Categorically Exempt (Class 4) from the California Environmental Quality Act (CEQA).

**In-favor:** None.

**Not In-favor:** None.

**Decision:** Approved as presented.

**REPORTS FROM STAFF**

**Staff and members of the Development Review Committee discussed setting a time and date for a Neighborhood Compatibility workshop for all participating committee members.**

**ADJOURNMENT**

2:27 PM