

**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  
Community  
Services

**Brad Dover**  
Fire Chief

**Alan Sanvictores**  
Chief of Police

**Welcome to the Monrovia Development Review Committee Meeting  
Wednesday, August 14, 2019, 4:00 PM**

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 4:00 PM 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 14, 2019, 4:00 PM

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

**ROLL CALL** Chair Jimenez, Committee Members Cherry, Dover, and Sanvictores

**APPROVAL OF MINUTES** Unadopted Minutes of the July 31, 2019, 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**

None.

### **ADMINISTRATIVE REPORTS**

**MIND2019-0005** **Minor Determination; 1705 South Mountain Avenue, TKO Logistics, LLC, Applicant**

**Request:** Applicant, TKO Logistics, LLC, is requesting a Minor Determination to determine that their use consisting of light automobile repair of semi-trucks is in substantial conformance with the Monrovia Municipal Code (MMC Section 17.08.010). This property is located in the PD-13 (Planned Development Area - 13) zone.

Determine that the project is Categorically Exempt (Class 1) from the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with conditions.

**MISC2019-0015** **Miscellaneous Design Review; 415 South Myrtle Avenue Unit B, Josefina Aguilar, Espresso Mi Cultura, Applicant**

**Request:** Applicant is requesting a Miscellaneous Design Review for proposed outdoor dining at a new restaurant, Espresso Mi Cultura. This property is located in the HCD (Historic Commercial Downtown) zone. Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with conditions.

**SIGN2019-0031** **Sign Review; 415 South Myrtle Avenue Unit B, Josefina Aguilar, Espresso Mi Cultura, Applicant**

**Request:** Applicant is requesting a Sign Review for a new, non-illuminated, projecting wall sign for a new business, Espresso Mi Cultura. This property is located in the HCD (Historic Commercial Downtown) zone. Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act.

**Recommendation:** Approve as presented.

**SIGN2019-0030                      Sign Review; 850 East Duarte Road, Dan Sargent, B and H Signs, Applicant**

**Request:** Applicant is requesting a Sign Review for a new non-illuminated building wall sign for an existing business, COHERENT. This property is located in the M (Manufacturing) zone. Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act.

**Recommendation:** Approve as presented.

**SIGN2019-0032                      Sign Review; 1108 South Fifth Avenue, Lisa Swoboda, Applicant**

**Request:** Applicant is requesting a Sign Review for a new, internally illuminated, front lit channel letter sign for a new business, BURGERIM. This property is located in the Fifth and Huntington Specific Plan. Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act.

**Recommendation:** Approve as presented.

**MISC2019-0016                      Oak Tree Removal; 118 North Garfield Place, Pamela Zylstra, Applicant**

**Request:** Applicant is requesting to remove an existing Oak Tree located in the front yard setback of a single-family residence. This property is located in the RL (Residential Low) zone. Determine that the project is Categorically Exempt (Class 4) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation:** Approve as presented.

**REPORTS FROM STAFF**

None.

**ADJOURNMENT**

NOTE: Decisions of the Development Review Committee may be appealed to the Planning Commission if filed in writing with the 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 8<sup>th</sup> day of August, 2019.**

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**Brenda Quezada, Planning Technician**