

**MONROVIA**  
**DEVELOPMENT REVIEW COMMITTEE**  
**AGENDA**

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



**Craig Jimenez**  
Chair  
Director of  
Community  
Development

**Tina Cherry**  
City Manager's  
Designee

**Brad Dover**  
Fire Chief

**Alan Sanvictores**  
Chief of Police

**Sean Sullivan**  
Interim  
Public Works  
Director

**Welcome to the Monrovia Development Review Committee Meeting**  
**Wednesday, November 6, 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

---

Regular Meeting of the Monrovia Development Review Committee  
Monrovia City Hall  
415 South Ivy Avenue  
Wednesday, November 6, 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, Sanvictores, and Sullivan

**APPROVAL OF MINUTES** Unadopted Minutes of the October 23, 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**

**ME2019-0018                      Minor Exception; 137 Poinsettia Avenue, Jonathan Mak, Applicant**

**Request:** Applicant is requesting a Minor Exception from Monrovia Municipal Code (MMC) Section 17.12.040 to install a retaining wall and wood fence that exceeds the maximum height limit within the rear yard setback (4' retaining wall with 5' fence on top for a total of 9' in lieu of the 6' maximum). The property is located in the RM 3000 (Residential Medium Density) zone.

Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act.

**Recommendation:** Approve with Conditions.

**MCUP2019-0004                      Minor Conditional Use Permit; 126 Sky Way, Mark Houston, Mark Houston Associates Inc., Applicant**

**Request:** Applicant is requesting a Minor Conditional Use Permit to convert an existing guesthouse into a 787 square foot detached Accessory Dwelling Unit (ADU) in the Very High Fire Hazard Severity Zone. The conversion includes a 254 square foot addition to the ADU. The property is located in the RF (Residential Foothill) zone.

Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act.

**Recommendation:** Approve with Conditions.

### **ADMINISTRATIVE REPORTS**

**MAJD2019-0002                      Major Determination; 162 West Pomona Avenue, Christopher Thomas, Applicant**

**Request:** Applicant is requesting a Major Determination Review for the transfer of an existing Conditional Use Permit (CUP2016-04) for a micro-brewery business with incidental retail sales of beer for off-site consumption and incidental tasting of specialty beer to a new owner in accordance with Planning Condition of Approval Number 29. This property is located in the PD-12 (Planned Development Area-12) zone.

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

**Recommendation:** Approve with Conditions.

**DR2019-0025**

**Design Review; 450 Patrician Way, Joey Kouchakian, Applicant**

**Request:** Applicant is requesting a Level 3 Neighborhood Compatibility Design Review for a new 3,800 square foot single-story single-family residence with an attached 430 square foot two-car garage. The applicant is also proposing three new 3'-0" high retaining walls in the rear to create a level building pad. The subject property is located in the RF (Residential Foothill) zone. Determine that the project is Categorically Exempt (Class 3) from the California Environmental Quality Act.

**Recommendation:** Approve with Conditions.

**MISC2019-0018**

**Miscellaneous Review; 146 East Cherry Avenue, Jonathan Brier, Applicant**

**Request:** Applicant is requesting a Miscellaneous Review to determine that the construction of the trellis structures within the dripline of the five native oak trees will not impact their health and/or preservation. This property is located in the RL (Residential Low) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation:** Approve with Conditions.

**SIGN2019-0041**

**Sign Review; 511 West Huntington Drive, Mitch Johnson, Diversified Signs Inc., Applicant**

**Request:** Applicant is requesting a Sign Review to replace an existing monument sign with an illuminated monument sign and a non-illuminated wall sign. This property is located in the RCC (Retail Corridor Commercial) zone. Determine that the project is Categorically Exempt (Class 3) 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 31<sup>st</sup> day of October, 2019.**

---

**Brenda Quezada, Planning Technician**