

**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

Jim Hunt
Chief of Police

**Welcome to the Monrovia Development Review Committee
Special Meeting
Wednesday, November 2, 2016, 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. 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.



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

Special Meeting of the Monrovia Development Review Committee
Monrovia City Hall
415 South Ivy Avenue
Wednesday, November 2, 2016

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

CONVENE Chair Jimenez

APPROVAL OF MINUTES Unadopted Minutes of the October 12, 2016, 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

PMT2016-01466 Minor Exception; 619 Terrado Drive, Brian Lichtman, applicant

Request: Applicant is requesting a Minor Exception from MMC Section 17.12.030 for a 194 square foot addition at the rear of the house to encroach 1' into the required 5' side yard setback. This property is in the RL (Residential Low Density) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions.

PMT2016-01485 Minor Conditional Use Permit; 1016 Royal Oaks Drive, The Carmelite Sisters – Sister Vincent Marie Finnegan, applicant

Request: Applicant is requesting a Minor Conditional Use Permit to allow the interior remodel of an existing two-story 26,570 square foot building and 1,140 square foot addition to the first floor of the existing Casa Convent building. The addition will serve as a recreation room, main reflectory and kitchen prep area. The subject property is located within the Rose Gardens at Santa Teresita Specific Plan, in the PD-7 (Planned Development) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions.

ADMINISTRATIVE REPORTS

PMT2016-01518 Demolition Review; 630 East Olive Avenue, Jenny Koo and Kris Wen, applicant

Request: Applicant is requesting that the Development Review Committee authorize the issuance of a demolition permit in accordance with MMC Section 17.10.080, as the existing residential structure is in disrepair and constitutes a public nuisance. This property is located in the RM2500 (Residential Medium Density) zone. Determine that the project is Categorically Exempt (Class 2) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented.

PMT2016-01487

Sign Review; 420 South Myrtle Avenue #B, Sign Contractors Inc., applicant

Request: Applicant is requesting a Sign Review for a new wall sign for an existing business, "Prime Lending." This property is located in the HCD (Historic Commercial Downtown) zone. Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented.

PMT2016-01488

Sign Review; 682 West Huntington Drive, Jerry Merdock, applicant

Request: Applicant is requesting a Sign Review for two new aluminum channel letter wall signs and the replacement of two tenant panels on existing pylon signs for an existing business, "Panda Express." This property is located in the CRS (Commercial-Regional/Subregional) zone. Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented.

PMT2016-01489

Sign Review; 1107 South Mountain Avenue, CT Signs, applicant

Request: Applicant is requesting a Sign Review for a new individual aluminum channel letter building wall sign for an existing business, "Morenobath." This property is in the M (Manufacturing) zone. Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented.

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 27th day of October, 2016.



Austin Arnold, Planning Technician