

**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

Alex Tachiki
Deputy Director of
Public Works

**Welcome to the Monrovia Development Review Committee Meeting
Wednesday, March 2, 2022 4:00 PM**

CORONAVIRUS DISEASE (COVID-19) ADVISORY

As a precaution to protect staff, our constituents, and elected officials, in accordance with Government Code Section 54953(e) and guidance from the California and Department of Public Health, Los Angeles County Health Department, and Occupational Safety and Health Administration, the City Council has made the determination that there will NOT be a physical meeting location and all public participation will be electronic.

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.

Pursuant to Government Code Section 54953(e), the Development Review Committee may participate via teleconference.

PUBLIC COMMENT WILL BE ACCEPTED BY THE FOLLOWING MEANS:

BY EMAIL: Public comment will be accepted by email to planning@ci.monrovia.ca.us before **3:00 p.m. on the day of the meeting**. Public comment may be summarized in the interest of time; however, the full text will be provided to all members of the Development Review Committee and made available on the City's website prior to the meeting. Public input related to Public Hearings will be accepted by email to planning@ci.monrovia.ca.us prior to close of the hearing.

BY ZOOM OR BY PHONE – Meeting ID 847 9798 2273: To participate from your computer, laptop, or smartphone, join at <https://zoom.us/join>, or call 1-669-900-6833 on your phone. **Please remain muted with video off until called upon.**

To comment during the public comment portions of the agenda, click the Participants "raise hand" icon or press *9 on your phone at the appropriate time indicated by the Chair during the meeting, and you will be selected from the meeting queue. Please limit comments to three minutes.

MEETINGS: Regular Meetings of the Development Review Committee are held on the first and third Wednesday of every month at 4:00 PM. The schedule of future meetings is available on the City's website. 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.

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

Regular Meeting of the Monrovia Development Review Committee
Monrovia City Hall
415 South Ivy Avenue

Wednesday, March 2, 2022 4:00 PM

CORONAVIRUS DISEASE (COVID-19) ADVISORY

As a precaution to protect staff, our constituents, and elected officials, in accordance with Government Code Section 54953(e) and guidance from the California and Department of Public Health, Los Angeles County Health Department, and Occupational Safety and Health Administration, the City Council has made the determination that there will NOT be a physical meeting location and all public participation will be electronic.

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 and available online at <https://www.cityofmonrovia.org/projectsunderreview>.

CONVENE Chair Jimenez

ROLL CALL Committee Members Cherry, Dover, Sanvictores, Tachiki, Chair Jimenez

APPROVAL OF MINUTES [Unadopted Minutes of the February 16, 2022 Regular Meeting](#)

PUBLIC INPUT

Members of the public are encouraged to participate in the meeting. All public comments should be submitted by email to the Planning Division at planning@ci.monrovia.ca.us before 3:00 PM on Wednesday, March 2, 2022. Public input related to Public Hearings will be accepted by email prior to the close of the Public Hearing.

Comments provided via email will be posted to the City's website and distributed to the Development Review Committee. Comments will be read into the record and may be summarized in the interest of time. **If comments are specifically in support of, or with concerns regarding this item, please clearly state so in the introduction.** Anyone who submits comments will also be notified of the decision.

PUBLIC HEARINGS

ME2021-0024 &
DR2022-0006

[Minor Exception and Design Review; 229 North Magnolia Avenue](#), Nick and Jennifer Merica, Applicants

Request: Applicants are requesting a Minor Exception from Monrovia Municipal Code (MMC) Section 17.12.020 for a single-story 903 square foot addition with a side yard setback reduction along the south property line (5'-0" in lieu of 7'-0"). A "Level 2 Neighborhood Compatibility Design Review" is required to modify the architectural design of the home. The property is located 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: Approved with Conditions

MAJD2022-0004;
MAJD2022-0005;
ME2022-0007 &

[Major Determinations, Minor Exception, and Design Review; 601 West Huntington Drive](#)

DR2022-0008

Drive; Hector Tamayo for E-Bike Cyclery, Applicant

Request: Applicant is requesting to combine two buildings into one for an electric bicycle (e-bike) shop. A major determination is needed because the retail business requires a large area for storage and assembly within the building. A new parking lot will provide nine (9) spaces. A major determination is needed because a smaller parking ratio will be applied to the storage/assembly area (one parking space per 500 square feet of floor area) and a minor exception for one space to be compact size (8.5' x 18'). The project involves façade improvements to include a new metal canopy trellis across the front of the building, new windows, brick, and stucco. The property is located in the RCC (Retail Commercial Corridor) zone.

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

Recommendation: Approve with Conditions

ADMINISTRATIVE REPORTS

SIGN2022-0004

[Sign Review; 301 West Foothill Boulevard](#), Nick Toroian for Aztec Cigar Company, LLC, Applicant

Request: Applicant is requesting a Sign Review for a new illuminated individual channel building sign. The property is located in the PD-26 (Planned Development – Area 26) zone.

Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented

SIGN2022-0006

[Sign Review; 414 South Myrtle Avenue](#), Min Kim for K-Chicken & Beer, Applicant

Request: Applicant is requesting a Sign Review for a new non-illuminated building wall sign for a new business, K-Chicken & Beer. The property is zoned 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

MISC2022-0001

[Miscellaneous Review; 213-217 Novice Lane](#), Ignacio Crespo for Novice Lane LLC, Applicant

Request: Applicant is requesting the issuance of demolition permits in accordance with Monrovia Municipal Code Section 17.010.080. The two existing residential structures are vacant and are likely to become a public nuisance. On February 23, 2022, the Historic Preservation Commission determined that the properties do not have any historic significance. These properties are proposed for demolition in preparation for the grading and construction of a new development project. The property is located in the PD-19 (Planned Development Area – 19) zone.

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

Recommendation: Approve as presented

Request: Applicant is requesting a Major Determination to determine that revised storefront floor plan for a Type 21 ABC license for retail alcohol sales at an existing business, Wine of the Month Club, is in substantial compliance with the amended Conditional Use Permit (CUP2019-0003 Amend). The property is located in the M (Manufacturing) zone. Determine that the project is Categorically Exempt (Class 1) 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 24th day of February 2022.

Austin Arnold, Assistant Planner