



Due to the COVID-19 pandemic, the meeting format of the Development Review Committee has been temporarily modified to protect the residents, property owners, applicants, staff, and appointed officials. This change is in accordance with the “Safer at Home” Order, Executive Order N-29-20, and guidance from the California Department of Public Health on gatherings. To further reduce the spread of COVID-19, all DRC review and determination authority was temporarily delegated to the Community Development Director pursuant to City Council Urgency Ordinance (Ordinance No. 2020-06U).

Members of the public were encouraged to participate in the meeting by emailing public comments to [planning@ci.monrovia.ca.us](mailto:planning@ci.monrovia.ca.us) before or during the meeting, and was read by the planning staff during public comment. Any lengthy public comments were summarized in the interest of time.

All parties that provided public comment on any items were notified of the decision and the appeal process.

**CONVENE:** Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, September 15, 2021, at 4:00 p.m. at Monrovia City Hall. In attendance were Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, Associate Planner Teresa Santilena, Assistant Planner Austin Arnold, Planning Technician Vincent Gillespie, and Planning Technician Brenda Quezada.

**ROLL CALL:** Community Development Director Craig Jimenez was in attendance.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 ME2021-0015 Minor Exception; 1607 South Magnolia Avenue, Todd Phillips, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Community Development Director.

Community Development Director Jimenez opened the public hearing and asked if public comments were received. No written comments were received pertaining to the item.

**Following discussion Community Development Director Jimenez approved Minor Exception ME2021-0015.**

**ADMINISTRATIVE REPORTS:****AR-1 MAJD2021-0019 Major Determination; 1100 North Canyon Boulevard, Kaitlyn Dodson-Hamilton & Associates, Applicant**

Senior Planner Sheri Bermejo presented the staff report and answered questions of the Community Development Director.

Community Development Director Jimenez asked if public comments were received. No written comments were received pertaining to the item.

**Following discussion Community Development Director Jimenez adopted the Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Program (MMRP).**

**AR-2 MAJD2021-0020 Major Determination; 502 West Huntington Drive, Noel Domingo, Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Community Development Director.

Community Development Director Jimenez asked if public comments were received. No written comments were received pertaining to the item.

**Following discussion Community Development Director Jimenez approved Major Determination MAJD2021-0020 with conditions.**

**AR-3 SIGN2021-0024 Sign Review; 181 West Huntington Drive, Alex Cruz for B&H Signs, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Community Development Director.

Community Development Director Jimenez asked if public comments were received. No written comments were received pertaining to the item.

**Following discussion Community Development Director Jimenez approved Sign Review SIGN2021-0024 as presented.**

**AR-4 SIGN2021-0025 Sign Review; 128 West Walnut Avenue, Alex Cruz for B&H Signs, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Community Development Director.

Community Development Director Jimenez asked if public comments were received. No written comments were received pertaining to the item.

**Following discussion Community Development Director Jimenez approved Sign Review SIGN2021-0025 as presented.**

**AR-5 SIGN2021-0026 Sign Review; 535 West Huntington Drive, Rita Coe for Banfield Pet Hospital, Applicant**

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Community Development Director.

Community Development Director Jimenez asked if public comments were received. No written comments were received pertaining to the item.

**Following discussion Community Development Director Jimenez approved Sign Review SIGN2021-0026 as presented.**

Community Development Director Jimenez stated for the record that the decisions of the Development Review Committee may be appealed to the Planning Commission if filed in writing within ten days.

**REPORTS FROM STAFF:** None

**ADJOURNMENT:** Community Development Director Jimenez adjourned the meeting at 4:47 p.m.

APPROVED:

ATTEST:

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Craig Jimenez, AICP, Chair  
Monrovia Development Review Committee

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Sheri Bermejo, Secretary  
Monrovia Development Review Committee