



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 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 Special Meeting of the Monrovia Development Review Committee on Thursday, October 14, 2021, at 4:00 p.m. at Monrovia City Hall. In attendance were 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: None.

ADMINISTRATIVE REPORTS:

AR-1 TU2021-0005; Temporary Use Permit, 212 West Foothill Boulevard, Gina Willard for Monrovia Kiwanis Club, Applicant

Planning Technician Brenda Quezada presented the staff report and answered questions of the Community Development Director.

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

Following discussion Community Development Director Jimenez approved Temporary Use Permit TU2021-0005 with Conditions of Approval.

AR-2 SIGN2021-0028; Sign Review, 729 East Huntington Drive, Mike Heffernan for Sunset Signs, Applicant

Planning Technician Brenda Quezada presented the staff report and answered questions of the Community Development Director.

Community Development Director Craig 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 SIGN2021-0028 as presented.

AR-3 SIGN2021-0028; Sign Program Amendment, 821 South Myrtle Avenue, Brittany Shaw, Applicant

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

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

Following discussion Community Development Director Jimenez approved Sign Program Amendment SIGN2021-0029 as presented.

AR-4 SIGN2021-0030; Sign Program, 1625 South Magnolia Avenue, Ashley Swarts, Applicant

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

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

Following discussion Community Development Director Jimenez approved Sign Program SIGN2021-0030 with a revised Condition to include adjustment of signage lighting on the south elevation if concerns from the residential neighborhood raised.

REPORTS FROM STAFF: None

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.

ADJOURNMENT: Community Development Director Jimenez adjourned the meeting at 4:55 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee