



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.

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. Comments received prior to 4:00 p.m. were posted on the City's website and distributed to the Committee. Comments received after 4:00 p.m. were read by the planning staff during the meeting. 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, February 2, 2022, at 4:00 p.m. electronically via video conference. In attendance were Planning Division Manager Sheri Bermejo, Planning Assistant Austin Arnold, and Planning Technician Brenda Quezada.

**ROLL CALL:** In attendance were Committee members Police Chief Alan Sanvictores, Public Works Deputy Alex Tachiki, Community Services Director Tina Cherry, and Community Development Director Craig Jimenez. Fire Chief Brad Dover joined the meeting at 4:15 p.m.

**APPROVAL OF MINUTES:** It was moved by Committee member Sanvictores, seconded by Committee member Tachiki to approve the minutes of the January 19, 2022 meeting. The motion unanimously.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:** None.

**ADMINISTRATIVE REPORTS:**

**AR-1 DR2022-0004 Design Review; 201 West Huntington Drive, Pastor Juarez for Pep Boys, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee.

Chair Jimenez opened and closed the public input portion, as there was no one present and no written comments were received pertaining to the item.

The Committee discussed various aspects of the application and asked additional questions regarding project compliance with the existing entitlements on the property, specifically referring to Conditional Use Permit (CUP97-05) for auto repair, and Variance (V97-02) for use of alley way for loading/unloading activities. Based on the discussion, the Committee added the following condition of approval:

- In addition to the conditions of approval for DR2022-0004, operations on the site (201-207 W Huntington Drive) shall remain in substantial conformance at all times with the conditions of approval for Conditional Use Permit CUP97-05 and variance V97-02.

**Following discussion, it was moved by Committee member Cherry, seconded by Committee member Tachiki, to approve Design Review DR2022-0004. The motion carried with a 4-0 vote.**

**AR-2 SIGN2022-0002 Sign Review; 115-127 East Lime Avenue, Jeremy Huber for NWS Inc., Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee.

Chair Jimenez asked for public input.

Public Input:

1. Jeremy Huber, applicant, spoke in favor of project and thanked staff.

Chair Jimenez closed the public input portion, as there was no one else present and no written comments were received pertaining to the item.

**Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Cherry, to approve Sign Review SIGN2022-0002. The motion carried unanimously.**

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

**ADJOURNMENT:** Chair Jimenez adjourned the meeting at 4:25 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