



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 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, March 2, 2022, at 4:00 p.m. electronically via video conference. In attendance were Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, Associate Planner Teresa Santilena, Planning Technician Vincent Gillespie, 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 was excused.

APPROVAL OF MINUTES: It was moved by Committee member Cherry, seconded by Committee member Sanvictores to approve the minutes of the February 16, 2022 meeting. The motion carried unanimously.

PUBLIC INPUT: None.

PUBLIC HEARINGS:

PH-1 Minor Exception ME2021-0024 and Design Review DR2022-0006; 229 North Magnolia Avenue, Nick and Jennifer Merica, Applicants

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

Chair Jimenez opened the public hearing.

Public Input:

1. Nick Merica, applicant, spoke in regards to the project and thanked staff.

Chair Jimenez closed the public hearing portion as there was no one else present who wished to speak on the item 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 Minor Exception (ME2021-0024) and Design Review (DR2022-0006) with conditions. The motion carried unanimously.

PH-2 Major Determinations MAJD2022-0004 and MAJD2022-0005, Minor Exception ME2022-0007, and Design Review DR2022-0008; 601 West Huntington Drive, Hector Tamayo for E-Bike Cyclery, Applicant

Senior Planner John Mayer presented the staff report and answered questions of the Development Review Committee regarding the location and accessibility of the trash enclosure, number of employees, the potential to add bicycle parking for customers and employees, the color of the brick proposed on the building exterior, and hours the parking lot gate would remain open.

Chair Jimenez opened the public hearing.

Public Input:

1. Hector Tamayo, applicant, confirmed that he will have three employees onsite and stated that he will be working with the Planning Division to achieve a cohesive brick design.
2. Norberto Nardi, architect, spoke in favor of the project.

Chair Jimenez closed the public hearing.

The Committee discussed various aspects of the application regarding the need for further discussion with the City's trash hauler to confirm proper placement of the trash enclosure, a requirement for staff approval of the brick veneer selection, and the importance of keeping customer parking onsite. Following this discussion, the Committee added the following conditions of approval:

1. The business owner shall seek opportunities for the installation of bicycle parking racks onsite for employees and customers.
2. The business owner shall work with City's trash hauler and Department of Public Works to coordinate the correct placement of the trash enclosure for convenient access. The Planning Division Manager has authority to make minor modifications to the site plan to ensure accessibility of final placement of the trash enclosure.
3. The gate across the parking lot shall remain open during business hours.
4. Parking associated with the property shall not be allowed in the adjacent residential area (Highway Esplanade). A sign shall also be posted in the retail shop enforcing this condition.
5. The brick veneer shall be at least three quarters inch thick to resemble authentic brick. A sample of the selected brick veneer shall be submitted to the Planning Division Manager for review and approval prior to issuance of building permits.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanvictores, to approve Major Determination (MAJD2022-0004 & MAJD2022-0005), Minor Exception (ME2022-0007), and Design Review (DR2022-0008) with amended conditions. The motion carried unanimously.

ADMINISTRATIVE REPORTS:**AR-1 Sign Review SIGN2022-0004; 301 West Foothill Boulevard, Nick Toroian for Aztec Cigar Company, LLC, 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 who wished to speak on the item and no written comments were received pertaining to the item.

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanvictores, to approve Sign Review (SIGN2022-0004) as presented. The motion carried unanimously.

AR-2 Sign Review SIGN2022-0006; 414 South Myrtle Avenue, Min Kim for K-Chicken & Beer, Applicant

Planning Technician Brenda Quezada 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 who wished to speak on the item and no written comments were received pertaining to the item.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Tachiki, to approve Sign Review (SIGN2022-0006) as presented. The motion carried unanimously.

AR-3 Miscellaneous Review MISC2022-0001; 213-217 Novice Lane, Ignacio Crespo, Applicant

Associate Planner Teresa Santilena presented the staff report and answered questions of the Development Review Committee. Due to public nuisance conditions onsite staff recommended that the Committee consider a condition of approval enforcing the removal the solid wood fencing between the lots and any accessory structure(s) onsite in addition to the demolition of the residential structures.

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 including the need to maintain the site free of structures so that it does not become an attraction to trespassers. The Committee added the following condition of approval.

1. In conjunction with the demolition of the two residential units, the Applicant shall demolish any other structures on the project site, including solid wood fencing, and any other accessory structure(s).

Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Tachiki, to approve Miscellaneous Review (MISC2022-0001) with the amended conditions. The motion carried unanimously.

AR-4 Major Determination MAJD2022-0006; 318-320 West Chestnut Avenue, Paul Kalemkiarian for Wine of the Month Club, Applicant

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the State Department of Alcohol and Beverage Control's addressing requirements.

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

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanvictores, to approve Major Determination (MAJD2022-0006) with Conditions. 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.

REPORTS FROM STAFF: None

ADJOURNMENT: Chair Jimenez adjourned the meeting at 4:51p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee