



As a precaution to protect staff, our constituents, and elected officials, in accordance with Government Code Section 54953(e) and guidance from the California 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 16, 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, Assistant Planner Austin Arnold, Planning Technician Vincent Gillespie, and Planning Technician Brenda Quezada.

**ROLL CALL:** In attendance were Committee members Police Chief Alan Sanvictores, Public Works Deputy Director Alex Tachiki, Community Services Director Tina Cherry, Division Chief Brian Patrick, and Community Development Director Craig Jimenez.

**APPROVAL OF MINUTES:** It was moved by Committee member Cherry, seconded by Committee member Sanvictores to approve the minutes of the February 2, 2022 meeting. The motion carried unanimously.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Minor Exception ME2022-0005 and Sign Review SIGN2022-0001; 102 – 140 West Huntington Drive, Cristina Flores, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Development Review Committee regarding sign illumination and compliance with the existing hotel Conditional Use Permit

Chair Jimenez opened and closed the public hearing, as there was no written public comment received and no one present who wished to speak on the item.

**Following discussion, it was moved by Committee member Tackiki, seconded by Committee member Sanvictores, to approve Minor Exception ME2022-0005 & Sign Review SIGN2022-0001 as presented. 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.

**ADMINISTRATIVE REPORTS:****AR-1 Advisory Review AR2022-0004; 634 West Olive Avenue and 610 West Walnut Avenue, Grace Kwok, Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Development Review Committee regarding removal of trees, guest parking, and final “will serve” of trash collection.

The following individual submitted public written comments before the public meeting, after the Development Review Committee Agenda was posted. The correspondence was provided to the committee members prior to the meeting:

1. Aimee Wendt, resident, submitted an email expressing concerns related to the two-story nature of the home, neighborhood compatibility impacts, and public noticing requirements.

Public Input:

2. Philp Chan, project architect, spoke in favor of the project.
3. Janet Chen, representative of property owner, spoke in favor.

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

The Committee discussed various aspects of the application and asked additional questions of staff regarding garage placement, landscape screening along the south property line, and construction timing with the improvements proposed at Lucinda Garcia Park. The Committee recommended that the standard landscape condition of approval be updated to strongly encourage the use of native and drought tolerant trees and incorporate a landscape screening requirement along the south property line.

**Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanvictores, to recommend approval to the Planning Commission. The motion carried unanimously.**

**AR-2 Advisory Review AR2022-0005; 541 El Norte Avenue, Paul Bazerkanian for Kanian Designs, Applicant**

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the size of the oak trees that will replace the two proposed for removal.

Public Input:

1. Cindy Lee, Monrovia resident, spoke with concerns related to traffic and oak tree removal.

The Committee discussed various aspects of the application and asked additional questions of staff.

Chair Jimenez closed the public input 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 Tachiki, to recommend approval to the Planning Commission. The motion carried unanimously.**

**AR-3 Advisory Review AR2022-0006; 202, 206, 210, 212, 216, 220, 224, 228, 230, 234, and 238 West Evergreen Avenue; 1551 South Primrose Avenue; and 1610 South Magnolia Avenue, Evergreen Investment Partners, LLC (Matthew J. Waken), Applicant**

Planning Division Manager Sheri Bermejo presented the staff report and answered questions of the Development Review Committee.

Public Input:

1. Mike Heinrich, project architect, spoke in favor of the project.

The Committee discussed various aspects of the application and asked additional questions of staff regarding the appropriateness of an addendum for the project's environmental clearance.

Chair Jimenez closed the public input 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 Cherry, seconded by Committee member Sanvictores, to recommend approval to the Planning Commission. The motion carried unanimously.**

**AR-4 Design Review DR2022-0005; 439 North Myrtle Avenue, Keith Ameele, Applicant**

Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee.

Public Input:

1. Keith Ameele, applicant, spoke in favor of the project.

Chair Jimenez closed the public input 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 Tachiki, seconded by Committee member Cherry, to approve Design Review DR2022-0005 as presented. 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.

**AR-5 Major Determination MAJD2022-0002; 614 South Myrtle Avenue, Jaruey Swangwongse for Thai Divine Bistro, 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.

The Committee discussed various aspects of the application and asked additional questions of staff regarding clean-up of the back patio and outdoor dining on Myrtle Avenue.

**Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanvictores, to approve Major Determination MAJD2022-0002 as presented. 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.

**AR-6 Major Determination MAJD2022-0003; 212 East Pomona Avenue, Kevin Mejia for 1A Fitness, Applicant**

Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee.

Public Input:

1. Kevin Mejia, applicant and business owner, spoke in favor of the project and thanked staff.

The Committee discussed various aspects of the application and asked additional questions of staff regarding future building signage and if the Building and Safety Division and Fire Department had specific conditions of approval.

Chair Jimenez closed the public input 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 Major Determination MAJD2022-0003. 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.

**AR-7 Sign Review SIGN2022-0003; 242 West Foothill Boulevard, Azad Golshani for Ad Impact Corporate Signage, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Development Review Committee regarding the proposed use of the tenant space.

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 SIGN2022-0003. 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 5:42 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