

**MONROVIA
DEVELOPMENT REVIEW COMMITTEE
AGENDA**

City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016



Craig Jimenez
Chair
Director of
Community Development

Tina Cherry
Director of Community
Services

Kevin McCune
Director of
Public Works

Jeremy Sanchez
Fire Chief

Alan Sanvictores
Chief of Police

**Welcome to the Monrovia Development Review Committee Meeting
Wednesday, August 17, 2022 4:00 PM**

Thank you for participating in today's meeting. The Development Review Committee encourages public participation, and invites you to share your views on City business that falls within its purview.

MEETINGS: Regular Meetings of the Development Review Committee are held on the first and third Wednesday of every month at 4:00 p.m. in the City Council Chambers at Monrovia City Hall. The schedule of future meetings is available on the City's website.

AGENDA: Agendas are posted at Monrovia City Hall and on the City's website at www.cityofmonrovia.org. Documents related to applications on the agenda are available for public review in the Community Development Department, 415 South Ivy Avenue, Monrovia, California.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Development Review Committee meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Committee. The City requests that persons addressing the Committee refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE DEVELOPMENT REVIEW COMMITTEE: simply approach the dais when the Chair announces the item on the agenda that you wish to speak about. Please provide the Chair with a copy of any written materials you wish to distribute to the Development Review Committee.

MATTERS NOT ON THE AGENDA: should be presented during the time designated as "PUBLIC INPUT." By State law, the Development Review Committee may not discuss or vote on items not on the agenda.

MATTERS ON THE AGENDA: If you wish to address the Development Review Committee on a matter on the agenda, please wait until the Chair calls for the item to be discussed. The applicant is invited to speak first, followed by those who support the project, then those who have concerns or oppose the project. The applicant is then given the opportunity to rebut. Appellants will be afforded the same opportunities as applicants. Additionally, written comments submitted prior to the start of the meeting will be presented to the Committee as part of the consideration of the request. Comments can be submitted in person or via mail to Monrovia City Hall or by email to planning@ci.monrovia.ca.us.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Community Development Department at 932-5565. Please notify the Community Development Department at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.





AGENDA

MONROVIA DEVELOPMENT REVIEW COMMITTEE

Regular Meeting of the Monrovia Development Review Committee

Monrovia City Hall
415 South Ivy Avenue

Wednesday, August 17, 2022 4:00 PM

Written documentation relating to each proposed item of business on the Agenda presented for consideration by the Development Review Committee are on file in the Community Development Department

CONVENE Chair Jimenez

ROLL CALL Committee Members Cherry, McCune, Sanchez, Sanvictores, Chair Jimenez

APPROVAL OF MINUTES Unadopted Minutes of the [July 20, 2022 Regular Meeting](#) and [July 27, 2022 Special Meeting](#).

PUBLIC INPUT

At this time, citizens who wish to speak on any City business not on the Agenda that is within the purview of the Development Review Committee may approach the podium on a first come, first served basis. Please state your name for the record. By State Law, the Committee may not discuss or vote on items not on the Agenda.

PUBLIC HEARINGS

PH-1 [DR2022-0026 & ME2022-0017 Design Review and Minor Exception; 440 Prospect Avenue, Carlos Parrague for Parrague Development, Inc., Applicant](#)

Request: Applicant is requesting a Level 4 Neighborhood Compatibility Design Review for a new 135 square foot second story deck in the front yard, and a 109 square feet ground level, room addition to the rear of an existing 2,578 square feet two-story residence. The applicant is also requesting a Minor Exception from Monrovia Municipal Code Section 17.12.020 for a 15% reduction of the front yard setback (21'-3" in lieu of 25'-0"). The home will total 2,687 square feet. The subject site is located in the RL (Residential Low Density) zone.

Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions.

PH-2 [ME2022-0018 Minor Exception; 269 Valle Vista Avenue, Karen Meehan, Applicant](#)

Request: Minor Exception from the Monrovia Municipal Code (MMC) Section 17.12.020 to continue an existing non-conforming side yard setback (4'-6" in lieu of 5') for the enclosure and expansion of 87.5 square feet to an existing patio structure. The single-story addition will be located on the south side an existing single-family residence, at the rear of the structure. The house will total 948.5 square feet. The property is located in the RL (Residential Low Density) zone.

Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions.

ADMINISTRATIVE REPORTS

AR-1 [AR2022-0015 Advisory Review; 302 West Foothill Boulevard, Lianna Navasardyan and Arpine Patatanyan for My Academy Preschool, Applicants](#)

Request: Advisory Review for a Conditional Use Permit to operate a preschool, My Academy Preschool, in an existing office building. The site will be improved with a new playground and parking lot striping, and a designated drop-off area with cars entering from Magnolia Avenue and exiting onto Foothill Boulevard. At the August 17, 2022 meeting, the Development Review Committee will be making a recommendation to the Planning Commission. Once a future Planning Commission public hearing has been scheduled for this request, a second notice with the meeting details will be mailed to

surrounding property owners. The property is located in the NC (Neighborhood Commercial) zone. Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Recommend approval to Planning Commission with draft conditions.

AR-2

[SIGN2022-0021 Sign Review; 170 West Foothill Boulevard, Christina Yu for New Sign Solution Inc., Applicant](#)

Request: Applicant is requesting a Sign Review for a face change to an existing cabinet sign at the Foothill Park Plaza Shopping Center. The property is located in a NC (Neighborhood Commercial) zone. Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented.

AR-3

[SIGN2022-0026 Sign Review; 502 West Olive Avenue, Tina Cherry for City of Monrovia, Applicant](#)

Request: Applicant is requesting a Sign Review for a new monument sign at Lucinda Garcia Park. The property is located in a P/QP (Public/Quasi-Public) zone. Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented.

REPORTS FROM STAFF

None

ADJOURNMENT

NOTE: Note: Decisions of the Development Review Committee may be appealed to the Planning Commission if filed in writing with Planning Division within ten (10) days. (Appeal Fee Required)

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 11th day of August, 2022.

Austin Arnold, Assistant Planner