



CONVENE: Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, December 7, 2022, at 4:00 p.m. In attendance were Planning Division Manager Sheri Bermejo, Associate Planner Teresa Santilena, Assistant Planner Austin Arnold, Assistant Planner Vincent Gillespie, and Planning Technician Brenda Quezada. Also in attendance were Neighborhood and Business Services Division Manager Justin Edson and Code Enforcement Officer Krystina Livraga.

ROLL CALL: In attendance were Committee members Community Services Director Tina Cherry, Deputy Public Works Director Alex Tachiki, Fire Chief Jeremy Sanchez, Police Captain Heath Harvey, and Community Development Director Craig Jimenez. Public Works Director Kevin McCune and Police Chief Alan Sanvictores were excused.

APPROVAL OF MINUTES: It was moved by Committee member Cherry, seconded by Committee member Sanchez to approve the minutes of the November 2, 2022 meeting. The motion carried with a 5-0 vote.

PUBLIC INPUT: None.

PUBLIC HEARINGS:

PH-1 ME2022-0026, SIGN2022-0037 Minor Exception and Sign Review; 1451 South Mountain Avenue, Patrick Wirz for AHT Architects, Applicant

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

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

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Tachiki, to approve ME2022-0026 and SIGN2022-0037 with conditions. The motion carried with a 5-0 vote.

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.

PH-2 ME2022-0027 Minor Exception; 1301 South Primrose Avenue, Helbert Maldonado, Applicant

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the landscaping along the north side of the fence, and the location of the fence in relation to the garage.

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

Following discussion, it was moved by Committee member Harvey, seconded by Committee member Sanchez, to approve ME2022-0027 with conditions. The motion carried with a 5-0 vote.

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 AR2022-0017 Advisory Review; 419 South Myrtle Avenue, City of Monrovia, Applicant

Code Enforcement Officer Krystina Livraga presented the staff report and answered questions of the Development Review Committee regarding the approved floor area for the Temporary Outdoor Business Operation (TOBO) permit and whether the enclosed tent over the rear patio area was approved by City staff.

Public Input:

1. Jim Reed, Business owner of London's Gastropub addressed concerns and answered questions of the Committee regarding the rear patio area and past calls of service by the Police Department.
2. Cassie Saavedra, Manager of London's Gastropub addressed concerns and answered questions of the Committee regarding past calls of service and the use of the rear patio area.

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

The Committee discussed various aspects of the application including the repeated calls of service to the business, and the possibility of revoking the TOBO permit or adding conditions of approval. The Committee asked additional questions of staff regarding the maximum occupancy of the TOBO permit and the approved hours of operation. The Committee discussed the option of modifying the TOBO permit by limiting the approved hours of operation and adding a 60-day review period.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Harvey, to approve AR2022-0017 with the following modified/additional conditions to the approved TOBO permit.

- **The hours of operation for the expanded use is 11:00 a.m. – 11:00 p.m.**
- **All furniture must be removed by 11:00 p.m.**
- **Screening must allow visibility into the expanded use**
- **Exiting from the expanded use area is limited to emergency exit only**
- **Agree to use the City approved delineation for the outdoor use, and must obtain City approval prior to any changes**
- **A 60-day review by the DRC with a meeting scheduled for February 15, 2023**

The motion carried with a 5-0 vote.

AR-2 DR2022-0036 Design Review; 721 East Central Avenue, Franz Nalezny for Studio IV, Applicant

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee whether the project is subject to the Traffic Impact Fee (TIF), and if new sidewalks will be constructed as part of the project.

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.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Harvey, to approve DR2022-0036. The motion carried with a 5-0 vote.

AR-3 SIGN2022-0039 Sign Review; 930 West Duarte Road, Alexis Conde for AB Neon Sign Co., 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 and no written comments were received pertaining to the item.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanchez, to approve SIGN2022-0039. The motion carried with a 5-0 vote.

AR-4 SIGN2022-0041 Sign Review; 840 West Huntington Drive, Sign Industries, Inc., 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.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Tachiki, to approve SIGN2022-0041. The motion carried with a 5-0 vote.

AR-5 SIGN2022-0042 Sign Review; 314 West Huntington Drive, Antonio Guerra, 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 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 SIGN2022-0042. The motion carried with a 5-0 vote.

AR-6 SIGN2022-0045 Sign Review; 606 West Huntington Drive, Kasey Clark for AKC Permit Co., Applicant

Assistant Planner Vincent Gillespie 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.

Following discussion, it was moved by Committee member Sanchez, seconded by Committee member Tachiki, to approve SIGN2022-0045. The motion carried with a 5-0 vote.

AR-7 MISC2022-0024 Miscellaneous Review; 119 Norumbega Drive, Jeff Wood, Applicant

Assistant Planner Vincent Gillespie 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.

Following discussion, it was moved by Committee member Harvey, seconded by Committee member Tachiki, to approve MISC2022-0024. The motion carried with a 5-0 vote.

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 5:23 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee