



**CONVENE:** Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, January 4, 2023, at 4:00 p.m. In attendance were Planning Division Manager Sheri Bermejo, Assistant Planner Austin Arnold, Assistant Planner Vincent Gillespie, and Planning Technician Brenda Quezada.

**ROLL CALL:** In attendance were Committee members Community Services Director Tina Cherry, Interim Public Works Director Alex Tachiki, Fire Chief Jeremy Sanchez, Chief of Police Alan Sanvictores, and Community Development Director Craig Jimenez.

**APPROVAL OF MINUTES:** It was moved by Committee member Sanvictores, seconded by Committee member Tachiki to approve the minutes of the December 21, 2022 meeting. The motion carried unanimously.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:** None.

**ADMINISTRATIVE REPORTS:**

**AR-1 DR2022-0037 Design Review; 289 Valle Vista Avenue, Thomas Havel, Havel Architects, Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the proposed rear yard second story setback and discussed adding a condition of approval to inspect the neighbor's sewer line using Closed Circuit Television Video (CCTV) before and after construction activity begins.

The following individual submitted a written public comment before the meeting:

1. Rou Galan, Monrovia resident, submitted a letter dated January 4, 2023 outlining concerns regarding potential project impacts to their sewer lateral which runs along the street side property line of the subject site (Greystone Avenue) and privacy impacts due to two-story construction.

Public Input:

1. Thomas Havel, applicant spoke in favor of the project.

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 and asked additional questions of staff.

**Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanvictores, to approve DR2022-0037 with the following additional condition:**

- 1. Applicant shall inspect the existing sewer line using CCTV for the property located at 512 East Greystone Avenue (from the property line to the sewer main connection) before and after construction activity begins. A copy of the CCTV inspection results shall be provided to the City. If a recent CCTV study is available, then only a post construction study is needed for comparison.**

**The motion carried with a 5-0 vote.**

**AR-2 MISC2022-0027 Miscellaneous Review; 525 South Shamrock Avenue, TTTTK for Bowden Development, Inc., Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee regarding the total number of occupants allowed within the event space, the permitted hours of operation for outdoor areas, and if live entertainment is allowed outside of the building.

Chair Jimenez opened and 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 and asked additional questions of staff.

**Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanchez, to approve MISC2022-0027. The motion carried with a 5-0 vote.**

**AR-3 SIGN2022-0047 Sign Review; 406 South Myrtle Avenue, Melissa Fierro, 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 else present 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 approve SIGN2022-0047. 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 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