



**CONVENE:** Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, February 01, 2023, at 4:00 p.m. In attendance were Senior Planner John Mayer, Assistant Planner Vincent Gillespie, Planning Technician Brenda Quezada, and Administrative Assistant April Kea.

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

**APPROVAL OF MINUTES:** It was moved by Committee member Sanvictores, seconded by Committee member Cherry to approve the minutes of the January 18, 2023 meeting. The motion carried unanimously.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:** None.

**ADMINISTRATIVE REPORTS:**

**AR-1 SIGN2023-0003 Sign Review; 674 West Huntington Drive, Gregory Diaz, Applicant**

Assistant Planner Vincent Gillespie presented the staff report to 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.

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 Sanvictores, to approve SIGN2023-0003. The motion carried unanimously with a 5-0 vote.**

**AR-2 MISC2023-0001 Miscellaneous Review; 1320 California Avenue, Gil Mars for Bowden Development, Inc., Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the possible encroachment of an overhead line on neighboring homes to the south and what alternatives Southern California Edison may require if the request were to be denied.

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 and asked additional questions of staff.

**Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanvictores, to approve MISC2023-0001. The motion carried unanimously with a 5-0 vote.**

**AR-3 MISC2023-0003 Major Determination; 409 South Myrtle Avenue, Joseph Caiello for Sena Group, LLC, Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the number of other businesses on Myrtle Avenue that remain open until 2:00 a.m. with Conditional Use Permits.

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 add the standard condition of approval requiring a six month DRC review of the operation.

**Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanchez, to approve MISC2023-0003 and to amend CUP2010-04 by adding the modified Condition of Approval No. 22 and adding the new Condition of Approval No. 23:**

**22. Hours of operation shall be limited to Monday through Sunday from 6:00am to ~~12:00am~~ 2:00am. Before any change is made in these hours of operations, approval by the DRC must be obtained. Alternatively, the DRC may refer the matter to the Planning Commission for its review, in which case no change in the hours of operation shall be made without Planning Commission approval.**

**23. The Development Review Committee shall review the use six months from the date of approval for revised indoor operating hours (2/1/2023). The review shall focus on compliance with the conditions of approval related to alcohol service.**

**The motion carried unanimously 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 4:21 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