

**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

**Jeremy Sanchez**  
Fire Chief

**Alex Tachiki**  
Interim Public Works  
Director

**Alan Sanvictores**  
Chief of Police

**Welcome to the Monrovia Development Review Committee Meeting  
Wednesday, March 15, 2023 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](http://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](mailto: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 (626) 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, March 15, 2023 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, Sanchez, Sanvictores, Tachiki, Chair Jimenez

**APPROVAL OF MINUTES** [Unadopted Minutes of the February 15, 2023 Regular Meeting](#)  
[Unadopted Minutes of the February 22, 2023 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 [ME2023-0001 & MISC2023-0004 Minor Exception and Miscellaneous Review; 179 North Madison Avenue, Jasmine Fang, applicant](#)

**Request:** Applicant is requesting an exception from Monrovia Municipal Code (MMC) Section 17.12.040(B)(1)(a) to construct a retaining wall in the front yard setback that exceeds the maximum height limit (3.3 ft. in lieu of 3 ft.) at 179 North Madison Avenue. The applicant is also requesting the review of the proposed grading plan and utility plan for an approved residential development. The property is located in the RL (Residential Low Density) zone.

Determine that the project is Categorically Exempt (Classes 3 and 4) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve with conditions**

## **ADMINISTRATIVE REPORTS**

AR-1 [DR2023-0001 Design Review; 738 Norumbega Drive, SV Farpointe \(Selina Villasenor\), Inc. Applicant](#)

**Request:** Applicant is requesting a Level 4 Neighborhood Compatibility Design Review for the construction of a 308 square foot second-story deck to the rear of an existing two-story residence. The property is located in the RF (Residential Foothill Density) zone.

Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve with conditions**

AR-2 [MISC2023-0007 Miscellaneous Review; 525 South Shamrock Avenue, TTTK, LP \(Traci French\), Applicant](#)

**Request:** Applicant is requesting a review to serve beer and wine at a special event (Grand Opening for Fred's) that will take place on Saturday, April 1, 2023 at an existing business, "Fred's". The property is located in the PD-66 (Planned Development – Area 66) zone.

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

**Recommendation: Approve with conditions**

AR-3 [SIGN2023-0006 Sign Review; 925 West Foothill Boulevard, B & H Signs, Inc. \(Alex Cruz\), Applicant](#)

**Request:** Applicant is requesting a review for a new, internally illuminated channel letter building wall sign and face change on an existing monument sign. The property is located in the NC (Neighborhood Commercial) zone.  
Determine that the project is Categorical Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve as presented**

AR-4 [SIGN2023-0007 Sign Review; 218 South Myrtle Avenue, Special Signs \(Ethan Diep\), Applicant](#)

**Request:** Applicant is requesting a review for a new, internally illuminated halo-lit building wall sign for a new business, "petNmind Naturals & Self-Wash". The property is located in the HCD (Historic Commercial Downtown) zone.  
Determine that the project is Categorical Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve as presented**

AR-5 [SIGN2023-0009 Sign Review; 504 South Myrtle Avenue, Genius Signs & Lighting Corp. \(Eugenio Heredia\), Applicant](#)

**Request:** Applicant is requesting a review for a new, internally illuminated, halo-lit channel letter building wall sign for a new restaurant, "The State". The property is located in the HCD (Historic Commercial Downtown) zone.  
Determine that the project is Categorical Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve as presented**

AR-6 [SIGN2023-0010 Sign Review; 310 West Huntington Drive, New Sign Solutions \(Christina Yu\), Applicant](#)

**Request:** Applicant is requesting a review for a new, internally illuminated channel letter building wall sign for a new nail salon, "Nail Bar". The property is located in the RCC (Retail Corridor Commercial) zone.  
Determine that the project is Categorical 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 9<sup>th</sup> day of March, 2023.**

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April Kea, Administrative Assistant