

**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
Public Works Director

Alan Sanvictores
Chief of Police

**Welcome to the Monrovia Development Review Committee Meeting
Wednesday, August 16, 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. 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 (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, August 16, 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, Tachiki, Sanchez, Sanvictores, Chair Jimenez

APPROVAL OF MINUTES Unadopted Minutes of the [July 19, 2023 Regular Meeting](#) and the [August 8, 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

None

ADMINISTRATIVE REPORTS

AR-1 [Major Determination; MAJD2023-0008](#)
650 West Huntington Drive, Crunch Fitness (Barbara Hernandez), Applicant

Request: Applicant is requesting a review to determine there is adequate on-site parking within the Huntington Oaks Shopping Center for a new health/fitness club, Crunch Fitness. The business is proposing to occupy the former "Bed Bath and Beyond" tenant space. The property is located in the CRS (Commercial Regional/Subregional) zone.

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

Recommendation: Approve with conditions

AR-2 [Lot Line Adjustment; LLA2023-0002](#)
[Minor Determination; MIND2023-0002](#)
876 Oakglade Drive, Bowden Development, Inc. (Todd Bowden), Applicant

Request: Applicant is requesting a review for a lot line adjustment to move an existing lot line between assessor parcels 8501-006-021 (vacant land) and 8501-006-022 (876 Oakglade Drive) in compliance with the Monrovia Municipal Code standards for the Residential Foothill zone. The applicant is also requesting a determination of lot width for the irregularly shaped parcel located at 876 Oakglade Drive. The subject properties are located in the RF (Residential Foothill) zone.

Determine that the project is Categorically Exempt (Class 5) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions

AR-3

[Design Review; DR2023-0021](#)

620 East Walnut Avenue, Jordan Browne, Applicant

Request: Applicant is requesting a review for a 570 square foot two-story addition to an existing 1,433 square foot one-story, single-family residence. Approximately 205 square feet will be removed from the first floor, resulting in a total proposed floor area of 1,798 square feet. The property is located in the PD-23 (Planned Development – Area 23) zone.

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

Recommendation: Approve with conditions

AR-4

[Design Review; DR2023-0023](#)

217 Valle Vista Avenue, Jay Lee, Applicant

Request: Applicant is requesting a review for the construction of an attached two-car garage and 660 square foot two-story addition to an existing 970 square foot one-story single-family residence, for a total proposed floor area of 2,465 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

AR- 5

[Sign Review; SIGN2023-0027](#)

140 West Foothill Boulevard, See's Candies (John Crispis), Applicant

Request: Applicant is requesting a review for a new building wall sign and face change of an existing monument sign for a new business, See's Candy. The property is located in the 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- 6

[Miscellaneous Review; MISC2023-0022](#)

262 Highland Place, Eddie Miranda, Applicant

Request: Applicant is requesting a review to remove an existing Coastal Live Oak tree due to poor health. The property is located in the RE (Residential Estate) zone.

Determine that the project is Categorically Exempt pursuant to Section 15061(b)(3) of 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 10th day of August, 2023.

Vincent Gillespie, Assistant Planner