



CONVENE: Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, March 15, 2023, 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, Planning Technician Brenda Quezada, and Administrative Assistant April Kea.

ROLL CALL: In attendance were Committee members Community Services Director Tina Cherry, Fire Chief Jeremy Sanchez, Police Chief Alan Sanvictores, Interim Public Works Director Alex Tachiki, 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 February 15, 2023 Regular Meeting and the February 22, 2023 Special Meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None.

PUBLIC HEARINGS:

PH-1 ME2023-0001 & MISC2023-0004 Minor Exception and Miscellaneous Review; 179 North Madison Avenue, Jasmine Fang, Applicant

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

The following individual submitted a written comment before the meeting:

1. Brian Yamaguchi, Monrovia resident, submitted written comments in favor of the project and suggested that the applicant consider adding a small bioswale.

Chair Jimenez opened and closed the public input portion, as there was no one present who wished to speak.

The Committee discussed various aspects of the application and asked additional questions of staff regarding the Development Review Committee's authority to require the installation of a bioswale as part of a grading plan review. Given that such low impact development standards are under the purview of the City Engineer and not the Development Review Committee, the Development Review Committee expressed the installation of a bioswale as a recommendation to the applicant.

Following discussion, it was moved by Committee member Cherry, seconded by Committee member Sanvictores, to approve ME2023-0001 and MISC2023-0004 with conditions. The motion carried unanimously with a 5-0 vote.

ADMINISTRATIVE REPORTS:

AR-1 DR2023-0001 Design Review; 738 Norumbega Drive, SV Farpointe (Selina Villasenor), Applicant

Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee regarding whether staff received comments from the community in response to the Public Meeting Notice.

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 Sanvictores, seconded by Committee member Sanchez, to approve DR2023-0001 with conditions. The motion carried unanimously with a 5-0 vote.

AR-2 MISC2023-0007 Miscellaneous Review; 525 South Shamrock Avenue, TTTTK, LP (Traci French), Applicant

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee regarding whether the fence to the east will leave the sidewalk open to pedestrians.

Public Input:

1. Traci French, applicant, thanked staff and announced the inaugural ribbon-cutting ceremony scheduled for Wednesday, March 29, 2023, at 4:00 p.m.

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 regarding whether adjacent neighbors will be notified of the event. It was confirmed that notification was in process.

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanchez, to approve MISC2023-0007. The motion carried unanimously with a 5-0 vote.

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

Assistant Planner Austin Arnold presented the staff report to 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 Sanchez, to approve SIGN2023-0006. The motion carried unanimously with a 5-0 vote.

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

Assistant Planner Vincent Gillespie presented the staff report to 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 Tachiki, seconded by Committee member Sanchez, to approve SIGN2023-0007. The motion carried unanimously with a 5-0 vote.

AR-5 SIGN2023-0009 Sign Review; 504 South Myrtle Avenue, Genius Signs & Lighting (Eugenio Heredia), Applicant

Planning Technician Brenda Quezada presented the staff report to 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 Sanvictores, to approve SIGN2023-0009. The motion carried unanimously with a 5-0 vote.

AR-6 SIGN2023-0010 Sign Review; 310 West Huntington Drive, New Sign Solutions (Christin Yu), Applicant

Associate Planner Teresa Santilena presented the staff report to 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 SIGN2023-0010. 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 4:36 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee