



**CONVENE:** Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, April 19, 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, Public Works Director Alex Tachiki, Police Chief Alan Sanvictores, and Community Development Director Craig Jimenez. Fire Division Chief Christopher Huson sat in the absence of Fire Chief Jeremy Sanchez.

**APPROVAL OF MINUTES:** It was moved by Committee member Sanvictores, seconded by Committee member Tachiki to approve the minutes of the April 5, 2023 meeting. The motion carried unanimously with a 5-0 vote.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:** None

**ADMINISTRATIVE REPORTS:**

**AR-1 Advisory Review AR2023-0003  
872 West Walnut Avenue, Gil Mars (Bowden Development, Inc.), Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding possible tree ordinance impacts and the historic designation statuses of the surrounding homes. The Development Review Committee also asked questions regarding the second floor exterior wall offset of the two middle units.

Public Input:

1. Gil Mars, applicant, thanked staff for the presentation and stated that the project will be a good fit for the City.

Chair Jimenez 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 recommend approval of AR2023-0003 to the Planning Commission. The motion carried unanimously with a 5-0 vote.**

**AR-2 Design Review DR2023-0008  
835 West Hillcrest Boulevard, Sanyao Design Group, Applicant**

Assistant Planner Austin Arnold presented the staff report to the Development Review Committee.

Public Input:

1. Traci French, applicant representative, made herself available for questions.

Chair Jimenez 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 Sanvictores, seconded by Committee member Tachiki, to approve DR2023-0008 with conditions. The motion carried unanimously with a 5-0 vote.**

**AR-3 Major Determination MAJD2023-0001  
240 West Chestnut Avenue, Jingmu Li, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee regarding the number of parking spaces allocated to the unit.

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

**Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Tachiki, to approve MAJD2023-0001 with conditions. The motion carried unanimously with a 5-0 vote.**

**AR-4 Miscellaneous Review MISC2023-0009  
1725 Peck Road, Rick North (JPI Development), Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Development Review Committee regarding the maintenance schedule for the Storm Trap basins.

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

The Committee discussed various aspects of the application and asked additional questions of staff regarding the project's type of storm drainage system and its maintenance schedule.

**Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Tachiki, to approve MISC2023-0009 with the added condition of requiring maintenance of the Storm Trap basins on a regular basis, per the manufacturer's product specifications and in coordination with the City Engineer. The motion carried unanimously with a 5-0 vote.**

**AR-5 Miscellaneous Review MISC2023-0011  
801 South Mayflower Avenue, Tom Murakami, Applicant**

Planning Technician Brenda Quezada presented the staff report to the Development Review Committee.

Chair Jimenez opened and closed the public input portion, 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 MISC2023-0011. The motion carried unanimously with a 5-0 vote.**

**AR-6 Sign Review SIGN2023-0013  
750 Royal Oaks Drive, B & H Signs (Wendy Liu), Applicant**

Assistant Planner Austin Arnold presented the staff report to the Development Review Committee.

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

**Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Tachiki, to approve SIGN2023-0013. 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:**

Annual Review of ABC Licenses

Planning Division Manager Sheri Bermejo and Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee.

**ADJOURNMENT:** Chair Jimenez adjourned the meeting at 4:45 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