



CONVENE: Acting Chair Cherry convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, May 3, 2023, at 4:00 p.m. In attendance were Senior Planner John Mayer, Associate Planner Teresa Santilena, Assistant Planner Austin Arnold, 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, Fire Chief Jeremy Sanchez, and Police Chief Alan Sanvictores. Building and Safety Manager Greg Boyajian sat in the absence of 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 April 19, 2023 meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT:

1. Benn McGregor, Hope Roehrs, and Tabor Wanag, Monrovia residents of 306 - 308 California Avenue, spoke about recently receiving a complaint regarding a chicken coop in their front yard. Having relocated the chicken coop 85 feet from the public right of way to the back yard of the property, they requested a minor exception as it relates to the requirement for the chicken coop to be at least 50 feet from any residence or other structure used for the habitation of human beings. They stated that they have support from their neighbors to the north and south in their pursuit of a minor exception. Acting Chair Cherry advised the residents to work with staff to submit the proper application forms for their request.

PUBLIC HEARINGS:

**PH-1 Minor Exception ME2023-0003
Design Review DR2023-0010
1527 Encino Avenue, Fatima Santos, Applicant**

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

Acting Chair Cherry 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 Sanvictores, seconded by Committee member Tachiki, to approve ME2023-0003 and DR2023-0010 with conditions. The motion carried unanimously with a 5-0 vote.

ADMINISTRATIVE REPORTS:

**AR-1 Major Determination MAJD2023-0002
306 South Myrtle Avenue, Makers & Clay (Kyle Hart and Marcus Mam), Applicant**

Senior Planner John Mayer informed the Committee that the applicant submitted a request to continue the meeting in order to gain clarity regarding their lease agreement with the owner of the property. This item was continued to the next Development Review Committee meeting on May 17, 2023.

**AR-2 Minor Determination MIND2023-0001
350 North Mayflower Avenue, Brian Rosenberg, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee regarding a timeline wherein code dictates that reconstruction can occur, the ability of the garage to be converted into a habitable space in the future, building and fire code regulations that would require consideration during reconstruction, and the public noticing requirements of this request.

Acting Chair Cherry 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 Tachiki, seconded by Committee member Sanchez, to approve MIND2023-0001 with conditions. The motion carried unanimously with a 5-0 vote.

**AR-3 Design Review DR2023-0007
200 East Duarte Road, Dorman Construction (Tim Loftis), Applicant**

Associate Planner Teresa Santilena presented the staff report to the Development Review Committee.

Public Input:

1. Korissa Eldredge (Dorman Construction), applicant representative, spoke about Dorman Construction's history of servicing Californian cemeteries as well as the structural materials and colors of the mausoleum. She also made herself available for questions.

Acting Chair Cherry 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 Sanchez, to approve DR2023-0007 as presented. The motion carried unanimously with a 5-0 vote.

**AR-4 Sign Review SIGN2023-0002
1000 South Magnolia Avenue, Garden View Landscape, Hans Barkus, LLC,
Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Development Review Committee regarding the previously proposed awning at the south elevation of the structure.

Acting Chair Cherry 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 Tachiki, seconded by Committee member Boyajian, to approve SIGN2023-0002 as presented. The motion carried unanimously with a 5-0 vote.

**AR-5 Sign Review SIGN2023-0014
519 Falling Leaf Alley, B & H Signs (Wendy Liu), Applicant**

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

Acting Chair Cherry 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 Sanchez, seconded by Committee member Tachiki, to approve SIGN2023-0014 as presented. The motion carried unanimously with a 5-0 vote.

**AR-6 Miscellaneous Review MISC2023-0012
406 South Myrtle Avenue, Knight Cap (Melissa Fierro), Applicant**

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

Public Input:

1. Matthew Knight (Knight Cap), applicant representative, made himself available for questions.

The Committee asked questions of the applicant representative regarding whether patrons will be encouraged to dance, the presence of security at the event, whether security will be armed, the number of patrons expected to attend the event, and the existence of a labeled exit in the rear of the building.

Acting Chair Cherry 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 Sanchez, seconded by Committee member Tachiki, to approve MISC2023-0012 with conditions. The motion carried unanimously with a 5-0 vote.

Acting Chair Cherry 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: Acting Chair Cherry adjourned the meeting at 4:36 p.m.

APPROVED:

ATTEST:

Tina Cherry, Acting Chair
Monrovia Development Review Committee

John Mayer, Acting Secretary
Monrovia Development Review Committee