



**CONVENE:** Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, July 19, 2023, at 4:02 p.m. In attendance were Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, Associate Planner Teresa Santilena, Planning Technician Brenda Quezada, and Administrative Assistant April Kea.

**ROLL CALL:** In attendance were Fire Chief Jeremy Sanchez, Police Chief Alan Sanvictores, Public Works Director Alex Tachiki, and Community Development Director Craig Jimenez. Community Services Director Tina Cherry was excused.

**APPROVAL OF MINUTES:** It was moved by Committee member Tachiki, seconded by Committee member Sanvictores to approve the minutes of the July 5, 2023 meeting. The motion carried unanimously with a 4-0 vote.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:** None

**ADMINISTRATIVE REPORTS:**

**AR-1 Advisory Review AR2023-0010  
502 West Huntington Drive, Dave's Hot Chicken (Preet Shergill), Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Development Review Committee regarding the presence of surveillance cameras.

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 recommended allowing the hours of operation for alcohol service in the patio dining area to match the primary dining hours (10:00 a.m. to 12:00 a.m.) given the enclosed nature of the patio.

**Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanvictores, to recommend approval of AR2023-0010 to the Planning Commission with draft conditions that do not include separate outdoor dining hours for the enclosed patio area. The motion carried unanimously with a 4-0 vote.**

**AR-2 Major Determination MAJD2023-0005  
620 South Shamrock Avenue, City of Monrovia, Applicant**

Planning Division Manager Sheri Bermejo presented the staff report to the Development Review Committee.

The following individual submitted written public comment before the meeting:

1. Brian Yamaguchi, Monrovia resident, submitted a written comment in opposition of having the Development Review Committee review and approve the exemptions pursuant to the California Environmental Quality Act (CEQA). Given that the Development Review

Committee is composed of five employees of the City, he is concerned about a potential conflict of interest, considering that the City of Monrovia is both the applicant and employer of those charged to approve the determination. The resident recommended having the determination reviewed by the Planning Commission instead.

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 the appropriateness of the Development Review Committee's role in review of the request and determined that, due to the nature of the exemption determination and that it was being reviewed during an agendaized public meeting, it was appropriate for the Development Review Committee to make the California Environmental Quality Act (CEQA) finding.

**Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Sanchez, to approve MAJD2023-0005 as presented. The motion carried unanimously with a 4-0 vote.**

**AR-3 Design Review DR2023-0022  
480 West Huntington Drive, DesignUA Inc (Sararee Jirattikenchote), Applicant**

Associate Planner Teresa Santilena 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 Sanchez, seconded by Committee member Sanvictores, to approve DR2023-0022 as presented. The motion carried unanimously with a 4-0 vote.**

**AR-4 Sign Review SIGN2023-0025  
517 South Ivy Avenue, B & H Signs Inc. (Alex Cruz), 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 Tachiki, seconded by Committee member Sanchez, to approve SIGN2023-0025 as approved. The motion carried unanimously with a 4-0 vote.**

**AR-5 Sign Review SIGN2023-0026  
911 South Primrose Avenue, Unit K, B & H Signs Inc. (Alex Cruz), 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 Sanvictores, seconded by Committee member Tachiki, to approve SIGN2023-0026 as presented. The motion carried unanimously with a 4-0 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 4:30 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