

**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, September 6, 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, September 6, 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 August 16, 2023 Regular 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

PH-1 [Minor Exception: ME2023-0008](#)
350 West Colorado Boulevard, Gabriel and Katherine Cabrera, Applicant

Request: Applicant is requesting a Minor Exception from the Monrovia Municipal Code (MMC) Section 17.12.040 to maintain a fence that exceeds the height limit in the eastern side yard setback (up to 8 feet in lieu of 6 feet). The property is located in the RM3500 (Residential Medium Density) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve with conditions

ADMINISTRATIVE REPORTS

AR-1 [Advisory Review: AR2023-0011](#)
428 South Myrtle Avenue, Miguel Serratoes & Joey Kouchakian, Applicant

Request: Applicant is requesting an Advisory Review for a Conditional Use Permit (CUP) to allow indoor and outdoor sale and service of beer and wine, Type 41 Alcohol Beverage Control (ABC) License, at an existing restaurant, Tacos & Papas. The property is located in the HCD (Historic Commercial Downtown) zone.

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

Recommendation: Approve with conditions

AR-2 [Miscellaneous Review: MISC2023-0023](#)
102 South Myrtle Avenue, Starbucks (Indira Ibrahimbegovic), Applicant

Request: Applicant is requesting a Miscellaneous Review for outdoor dining at a new coffee shop, Starbucks. The property is located in the HCD (Historic Commercial Downtown) zone.

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

Recommendation: Approve with conditions

AR-3

**Miscellaneous Review; MISC2023-0025
945 West Huntington Drive, Raising Cane's (Cindy Marquez), Applicant**

Request: Conduct a 90-day review of Raising Cane's fast food restaurant operation with drive-thru service to verify compliance with the conditions of approval associated Conditional Use Permit (CUP2021-0013) and address any adverse impact(s) related to the use, including, but not limited to the drive-thru service, on-site traffic management, security/policing issues, parking, noise, trash impacts or other impacts upon the surrounding properties. 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: Conduct review

AR-4

**Miscellaneous Review; MISC2023-0025
820 West Huntington Drive, Chick-Fil-A (Lamar Turner), Applicant**

Request: Conduct a 120-day review of Chick-fil-A's fast food restaurant operation with drive-thru service to verify compliance with the conditions of approval associated Conditional Use Permits (CUP2021-0006, CUP2021- CUP2021-0011) and address any adverse impact(s) related to the use, including, but not limited to the drive-thru service and late night business operations. The property is located in the RCM (Retail Corridor Mixed Use) zone.
Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Conduct review

AR-5

**Miscellaneous Review; MISC2023-0024
422 Almond Avenue, EC Precise Designs, Inc. (Ed Cruz), Applicant**

Request: Applicant is requesting approval to remove an existing Coastal Live Oak tree that is located in the front yard of a single family residential property due to potential risk of damage to the existing home. The property is located in the RM 3000/PUD (Residential Medium Density) 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

AR-6

**Sign Review; SIGN2023-0031
346 West Huntington Drive, Boba Friend (Christina Yu), Applicant**

Request: Applicant is requesting a Sign Review for a new internally illuminated building wall sign for a new business, Boba Friend. The property is located in the RCC (Retail Corridor Commercial) zone.
Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented

AR-7

**Sign Review; SIGN2023-0030
850 East Duarte Avenue, B&H Signs (Wendy Liu), Applicant**

Request: Applicant is requesting a Sign Review for two, new non-illuminated building wall signs for an existing business, Coherent. The property is located in the M (Manufacturing) zone.
Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented

AR-8

[Sign Review; SIGN2023-0034](#)

181 West Huntington Drive, B&H Signs, (Alex Cruz), Applicant

Request: Applicant is requesting a Sign Review for a new non-illuminated building wall sign for an existing business, Worley. The property is located in the O/RD/LM (Office/Research&Development/Light Manufacturing) zone.

Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve as presented

AR-9

[Sign Review; SIGN2023-0035](#)

101 East Huntington Drive, B&H Signs, (Alex Cruz), Applicant

Request: Applicant is requesting a Sign Review for a face change to an existing monument sign for an existing business, Worley. The property is located in the O/RD/LM (Office/Research&Development/Light Manufacturing) zone.

Determine that the project is Categorically Exempt (Class 11) pursuant to 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 31st day of August, 2023.

Vincent Gillespie, Assistant Planner