

**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

**Alan Sanvictores**  
Chief of Police

**Alex Tachiki**  
Public Works Director

**Welcome to the Monrovia Development Review Committee Meeting  
Wednesday, October 18, 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](http://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](mailto: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, October 18, 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, Sanchez, Sanvictores, Tachiki, Chair Jimenez

**APPROVAL OF MINUTES** [Unadopted Minutes of the October 4, 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**

None

### **ADMINISTRATIVE REPORTS**

**AR-1** Design Review; DR2023-0026  
733 Valley View Avenue, Michelle Hoy, Applicant  
(Continued from October 4, 2023)

**Request:** Applicant is requesting a Level 7 Neighborhood Compatibility Design Review to construct a new single-story 1,909 square foot house with a detached four-car garage behind an existing residence. The property is located in the PD-1 (Planned Development – Area 1) zone, which allows for multiple dwellings at a density of one dwelling unit per 4,000 square feet lot area.

Determine that the project is Categorical Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve with conditions**

**AR-2** [Advisory Review; AR2023-0009](#)  
1450 South Shamrock Avenue, Studio IV, Inc. (Franz Nalezny), Applicant

**Request:** Applicant is requesting an Advisory Review for a Conditional Use Permit for new construction of floor area and a remodel of an existing car dealership, Sierra Honda. The project will expand the showroom, office, and service garage, with a net increase of 4,716 square feet. Other site improvements include circulation, parking, landscaping and lighting. The property is located in the PD-10 (Planned Development – Area 10) zone.

Determine that the project is Categorical Exempt (Class 32) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Recommend approval to Planning Commission**

**AR-3**      [Miscellaneous Review; MISC2023-0030](#)  
**1540 South Myrtle Avenue, Lord Empanadas (Ryan Lopez), Applicant**

**Request:** Applicant is requesting a Miscellaneous Review to serve beer and wine at a special event (2-Year Anniversary Celebration) that will take place on Saturday, November 11, 2023 at Lord Empanadas restaurant. The property is located in the PD-12 (Planned Development – Area 12) zone. Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve with conditions**

**AR-4**      [Miscellaneous Review; MISC2023-0031](#)  
**415 East Walnut Avenue Unit A, Fors Investment (Terry Brooks), Applicant**

**Request:** Applicant is requesting a Miscellaneous Review to remove an existing Coastal Live Oak tree due to the damage caused to the home. The property is located in the RM3500 (Residential Medium Density) zone. Determine that the project is Exempt pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA).

**Recommendation: Approve as presented**

**AR-5**      [Sign Review; SIGN2023-0039](#)  
**913 East Huntington Drive, Ryan Ybarra, Applicant**

**Request:** Applicant is requesting a Sign Review for a new building wall sign and face change of an existing pole sign for a new business, Take 5 Oil Change. The property is located in the PD-7 (Planned Development – Area 7) zone. Determine that the project is Categorically Exempt (Class 11) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve as presented**

**AR-6**      [Sign Review; SIGN2023-0044](#)  
**800 Royal Oaks Drive, B & H Signs (Wendy Liu), Applicant**

**Request:** Applicant is requesting a Sign Review for a new, Halo-lit building wall sign for an existing business, STAAR Surgical. 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**

**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 12<sup>th</sup> day of October, 2023.**

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**Vincent Gillespie, Assistant Planner**