



**CONVENE:** Acting Chair Cherry convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, August 16, 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, and Administrative Assistant April Kea.

**ROLL CALL:** In attendance were Committee members Community Services Director Tina Cherry and Fire Chief Jeremy Sanchez. Police Captain Heath Harvey sat in the absence of Police Chief Alan Sanvictores and Community Development Director Craig Jimenez was excused. Public Works Director Alex Tachiki arrived at 4:12 p.m.

**APPROVAL OF MINUTES:** It was moved by Committee member Sanchez, seconded by Committee member Harvey to approve the minutes of the July 19, 2023 regular meeting and the August 8, 2023 special meeting. The motion carried with a 3-0 vote.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:** None

**ADMINISTRATIVE REPORTS:**

**AR-1 Major Determination; MAJD2023-0008  
650 West Huntington Drive, Crunch Fitness (Barbara Hernandez), Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee regarding the possibility of new bicycle parking, electric vehicle charging station installations, and the proposed security plan.

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 Harvey, to approve MAJD2023-0008 with conditions. The motion carried with a 3-0 vote with Committee member Tachiki abstaining due to his tardiness.**

**AR-2 Lot Line Adjustment; LLA2023-0002  
Minor Determination; MIND2023-0002  
876 Oakglade Drive, Bowden Development, Inc. (Todd Bowden), Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of the Development Review Committee regarding whether there are currently any plans for the vacant lot.

Public Input:

1. Todd Bowden, applicant, made himself 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 Tachiki, seconded by Committee member Sanchez, to approve LLA2023-0002 and MIND2023-0002 with conditions. The motion carried unanimously with a 4-0 vote.**

**AR-3 Design Review; DR2023-0021  
620 East Walnut Avenue, Jordan Browne, Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding whether the house at 614 East Walnut Avenue is a single-story house.

Public Input:

1. Jordan Browne, applicant, made himself 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 Harvey, seconded by Committee member Tachiki, to approve DR2023-0021 with conditions. The motion carried unanimously with a 4-0 vote.**

**AR-4 Design Review; DR2023-0023  
217 Valle Vista Avenue, Jay Lee, Applicant**

Assistant Planner Vincent Gillespie presented the staff report to the Development Review Committee.

Public Input:

1. Mark Houston, designer, made himself 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 Sanchez, seconded by Committee member Tachiki, to approve DR2023-0023 with conditions. The motion carried unanimously with a 4-0 vote.**

**AR-5 Sign Review; SIGN2023-0027  
140 West Foothill Boulevard, See's Candies (John Crispis), 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 Tachiki, seconded by Committee member Sanchez, to approve SIGN2023-0027 as presented. The motion carried unanimously with a 4-0 vote.**

**AR-6 Miscellaneous Review; MISC2023-0022**

**262 Highland Place, Eddie Miranda, Applicant**

Planning Technician Brenda Quezada 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 Tachiki, seconded by Committee member Sanchez, to approve MISC2023-0022 as presented. The motion carried unanimously with a 4-0 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 4:40 p.m.

APPROVED:

ATTEST:

---

Craig Jimenez, AICP, Chair  
Monrovia Development Review Committee

---

Sheri Bermejo, Secretary  
Monrovia Development Review Committee