



CONVENE: Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, September 6, 2023, at 4:03 p.m. In attendance were Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, Associate Planner Teresa Santilena, Assistant Planner Austin Arnold, and Planning Technician Brenda Quezada.

ROLL CALL: In attendance were Committee members Community Services Director Tina Cherry, Fire Chief Jeremy Sanchez, Police Chief Alan Sanvictores, Public Works Director Alex Tachiki, and 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 August 16, 2023 regular meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS:

**PH-1 Minor Exception; ME2023-0008
350 West Colorado Boulevard, Gabriel and Katherine Cabrera, Applicant**

Senior Planner John Mayer informed the Committee that the applicant submitted a request to withdraw the application. No action was required.

ADMINISTRATIVE REPORTS:

**AR-1 Advisory Review; AR2023-0011
428 South Myrtle Avenue, Miguel Serratoes & Joey Kouchakian, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee.

Public Input:

1. Joey Kouchakian, applicant, spoke in favor the item and thanked staff.

Chair Jimenez 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 Cherry, seconded by Committee member Sanchez, to recommend approval to the Planning Commission with conditions. The motion carried unanimously with a 5-0 vote.

**AR-2 Miscellaneous Review; MISC2023-0023
102 South Myrtle Avenue, Starbucks (Indira Ibrahimbegovic), Applicant**

Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee.

Public Input:

1. Frank Coda, Principal at GreenbergFarrow, spoke in favor of the item and thanked staff.

Chair Jimenez 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 Tachiki, to approve MISC2023-0023 with conditions. The motion carried unanimously with a 5-0 vote.

**AR-3 Miscellaneous Review; MISC2023-0025
945 West Huntington Drive, Raising Cane's (Cindy Marquez), Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Development Review Committee and noted that the shopping center management company was notified of the review and confirmed that there were no concerns.

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 Cherry, seconded by Committee member Sanvictores, to approve the 90-day review of MISC2023-0025. The motion carried unanimously with a 5-0 vote.

**AR-4 Miscellaneous Review; MISC2023-0026
820 West Huntington Drive, Chick-Fil-A (Lamar Turner), Applicant**

Planning Division Manager Sheri Bermejo presented the staff report and answered questions of 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 the 120-day review of MISC2023-0026. The motion carried unanimously with a 5-0 vote.

**AR-5 Miscellaneous Review; MISC2023-0024
422 Almond Avenue, EC Precise Designs, Inc. (Ed Cruz), Applicant**

Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee regarding foundation cracks caused by the trees roots.

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 Tachiki, to approve MISC2023-0024 as presented. The motion carried unanimously with a 5-0 vote.

**AR-6 Sign Review; SIGN2023-0031
346 West Huntington Drive, Boba Friend (Christina Yu), Applicant**

Associate Planner Teresa Santilena presented the staff report and answered questions of 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 Sanvictores, to approve SIGN2023-0031 as presented. The motion carried unanimously with a 5-0 vote.

**AR-7 Sign Review; SIGN2023-0030
850 East Duarte Avenue, B&H Signs (Wendy Liu), Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of 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 Cherry, seconded by Committee member Sanvictores, to approve SIGN2023-0030 as presented. The motion carried unanimously with a 5-0 vote.

**AR-8 Sign Review; SIGN2023-0034
181 West Huntington Drive, B&H Signs, (Alex Cruz), Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of 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 Cherry, seconded by Committee member Sanvictores, to approve SIGN2023-0034 as presented. The motion carried unanimously with a 5-0 vote.

**AR-9 Sign Review; SIGN2023-0035
101 East Huntington Drive, B&H Signs, (Alex Cruz), Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of 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 SIGN2023-0035 as presented. The motion carried unanimously with a 5-0 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 4:28 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee