



CONVENE: Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, October 4, 2023, at 4:00 p.m. In attendance were Planning Division Manager Sheri Bermejo, Assistant Planner Austin Arnold, Assistant Planner Vincent Gillespie, Planning Technician Brenda Quezada, and Administrative Assistant April Kea.

ROLL CALL: In attendance were Committee members Community Services Director Tina Cherry, Public Works Director Alex Tachiki, and Community Development Director Craig Jimenez. Division Chief Chris Huson sat in for Fire Chief Jeremy Sanchez and Captain Sarah Covarrubias sat in for Police Chief Alan Sanvictores.

APPROVAL OF MINUTES: It was moved by Committee member Cherry, seconded by Committee member Tachiki to approve the minutes of the September 20, 2023 regular meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

AR-1 Design Review; DR2023-0026
733 Valley View Avenue, Michelle Hoy, Applicant
(Continued from September 20, 2023)

Planning Division Manager Sheri Bermejo informed the Committee that the applicant submitted a request to continue the meeting in order to confer with their arborist regarding the oak tree on the property. This item was continued to the next Development Review Committee meeting on October 18, 2023.

Chair Jimenez opened and closed the public input portion, as there was no one present who wished to speak on the item.

DR2023-0026 will be continued to the October 18, 2023 Development Review Committee Meeting.

AR-2 Miscellaneous Review; MISC2023-0028
872 West Walnut Avenue, Bowden Development (Richard Pina), Applicant

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding the required clearance area around the transformer if it were to be installed on the property instead of on the existing utility pole.

Public Input:

1. Todd Bowden, applicant, provided clarification regarding the possible locations in which the transformer could be installed. He indicated that Southern California Edison may require the installation in the front yard or public right-of-way.

The Committee asked questions of the applicant regarding whether Southern California Edison has an overhead easement along the northern property line. The Committee also informed the applicant that installing the transformer in the parkway may incur additional fees as opposed to placing it on private property.

Chair Jimenez closed the public input portion, as there was no one else present and no written comments were received pertaining to the item.

The Committee discussed various aspects of the application and asked additional questions of staff regarding the grading of the property.

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Cherry, to approve MISC2023-0028 and allow the transformer to be placed within the side or front yard of the property with approved screening. The motion carried unanimously with a 5-0 vote.

**AR-3 Miscellaneous Review; MISC2023-0029
525 South Shamrock Avenue, TTTTK, LP (Traci French), Applicant**

Assistant Planner Austin Arnold presented the staff report to the Development Review Committee.

Public Input:

1. Todd Bowden, applicant representative, informed the Committee that the Conditions of Approval have been conducive with the operation of the business.

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 Tachiki, seconded by Committee member Cherry, to approve MISC2023-0029 as presented. The motion carried unanimously with a 5-0 vote.

**AR-4 Sign Review; SIGN2023-0040
328 South Myrtle Avenue, BK Signs (Sergio Coronado), Applicant**

Assistant Planner Austin Arnold 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 Covarrubias, to approve SIGN2023-0040 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 4:22 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee