

**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
Director of
Public Works

**Welcome to the Monrovia Development Review Committee Meeting
Wednesday, July 3, 2024, 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.monroviaca.gov. 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@monroviaca.gov



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, July 3, 2024, 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 June 19, 2024 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; ME2024-0004](#)
227 East Walnut Avenue, Emilio Medina, Applicant

Request: Applicant is requesting a Minor Exception from Monrovia Municipal Code (MMC) Section 17.24.110 to maintain an existing non-conforming driveway width of 10'-0" in lieu of 12' for a proposed multi-family development. The property is located in the RM3500/PUD (Residential Medium 3,500/Planned Unit Development) zone.
Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA)

Recommendation: Approve with Conditions

PH-2 [Minor Exception; ME2024-0005](#)
461 Granite Avenue, Sameer Chandra, Applicant

Request: Applicant requested a Minor Exception from the Monrovia Municipal Code Section 17.12.040 for a new block wall that exceeds the height limit in the southern side yard setback (7' in lieu of 6'). The property is located in the RL (Residential Low Density) zone.
Determine that the project is Categorically Exempt (Class 1) pursuant to the California Environmental Quality Act (CEQA)

Recommendation: Approve with conditions

ADMINISTRATIVE REPORTS

AR-1 [Major Determination; MAJD2024-0003](#)
804 East Huntington Drive, Seiko Nagata, Seiko's Auto Service Inc., Applicant

Request: Applicant is requesting a Major Determination of use to expand an existing auto repair business, Seiko's Auto Service, into the adjacent tenant site. The subject property is located in the PD-10A (Planned Development - Area 10A) 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; MISC2024-0012**
207 West Foothill Boulevard, Star Auto Electric, Applicant

Request: Applicant is requesting an Auto Repair Business Operations Permit (ABOP) pursuant to MMC Section 5.84.030 (Permit Required for Nonconforming Uses) for an existing Light Auto Repair Use, Star Electric, Inc. The applicant is requesting an exception for the following business activities: (1) to allow for outdoor business operations; (2) parking/storing of vehicles outdoors awaiting repair; and, (3) storing oversized vehicles onsite and in public view. The subject property is located in the NC (Neighborhood Commercial) zone.

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

Recommendation: Approve with conditions

AR-3 **Design Review; DR2024-0021**
332 West Foothill Boulevard, Tyler Kelly Architecture (Rob Tyler), Applicant

Request: Applicant is requesting a Design Review for an exterior façade remodel to convert two tenant spaces into a single commercial tenant building. The subject property is located in the NC (Neighborhood Commercial) zone.

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

Recommendation: Approve with conditions

AR-4 **Sign Review; SIGN2024-0020**
412 South Myrtle Ave, Corey and Kelly Stanaway, Applicant

Request: Applicant is requesting a Sign Review for a new non-illuminated channel letter building wall sign for a new business, Evil Ethans. The subject property is located in the HCD (Historic Commercial Downtown) zone.

Determine that the project is Categorical 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 the 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 27th day of June, 2024.

Vincent Gillespie, Assistant Planner