

**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 17, 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](http://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](mailto: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 17, 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 July 3, 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 Conditional Use Permit; MCUP2024-0002](#)  
[Minor Exception; ME2024-0007](#)  
**904 South Primrose Avenue, Auto Repair Services, LLC (Hratch Ourichian), Applicant**

**Request:** Applicant is requesting a Minor Conditional Use Permit (MCUP) to operate a Light Auto Repair use, Auto Repair Services, LCC, within an existing tenant space. A Minor Exception (ME) is also requested to allow a reduction in the parking requirement set forth in Monrovia Municipal Code (MMC) Section 17.24.060 (4 spaces in lieu of 5 spaces). The property is located in the M (Manufacturing) 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** [Miscellaneous Review; MISC2024-0011](#)  
**1629 South Myrtle Avenue, Jazz and R&B Festival (Stephanie Rosa and Sheila Spicer), Applicant**

**Request:** Applicant is requesting a Miscellaneous Review for a Temporary Use Permit to serve beer and wine with live entertainment at a special event (Jazz and R&B Festival) that will take place on Saturday, August 17, 2024 at Station Square Park from 5:00 p.m. – 9:00 p.m. The subject 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-2** [Advisory Review; AR2024-0005](#)  
**108–110 East Lime Avenue, Dahl Architects Inc. (Abid Kahn), Applicant**

**Request:** Applicant is requesting an Advisory Review for an amendment to Conditional Use Permit CUP2007-20 to expand the service of beer and wine (Type 41 License) into the tenant space at 110 East Lime Avenue for an existing restaurant (Sushi Nakata) located at 108 East Lime Avenue. The subject property is located in the HCD (Historic Downtown Commercial) zone.

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

**Recommendation: Recommend approval to Planning Commission with conditions of approval**

**AR-3**                    **Miscellaneous Review; MISC2024-0013**  
**1136 South Myrtle Avenue, Lima Auto Repair (Mike Bruni), 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, Lima Auto Repair. The applicant is requesting an exception for the following business activities: (1) to allow for outdoor business operations; (2) use of a pre-existing outdoor lift; (3) outdoor storage, and, (4) parking/storing of vehicles outdoors awaiting repairs. The subject property is located in the BE (Business Enterprise) zone.

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

**Recommendation: Approve with conditions**

**AR-4**                    [Miscellaneous Review; MISC2024-0009](#)  
[Major Determination; MAJD2024-0004](#)  
[Sign Review; SIGN2024-0018](#)  
**415 South Myrtle Avenue, The Black Cat Bookstore & Café (Nicole Fabry), Applicant**

**Request:** Applicant is requesting a Miscellaneous Design Review for proposed outdoor dining, a Major Determination of use to allow for instructional classes as an accessory use, and a sidewalk sign for a new business, The Black Cat Bookstore & Café. The subject property is located in the HCD (Historic Commercial Downtown) zone.

Determine that the project is Categorical Exempt (Class 1 & 11) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve with conditions**

**AR-5**                    [Sign Review; SIGN2024-0022](#)  
**672 West Huntington Drive, Sam's Signs (Sky Sam), Applicant**

**Request:** Applicant is requesting a Sign Review for a new illuminated channel letter building wall sign for a new business, Tru Bowl Superfood Bar. The subject property is located in the RCC (Retail Corridor Commercial) 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 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 11<sup>th</sup> day of July, 2024.**

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April Kea, Administrative Assistant