



CONVENE: Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, March 6, 2024, at 4:00 p.m. In attendance were Deputy Director of Community Development Sheri Bermejo, Principal Planner John Mayer, 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, 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 Cherry, seconded by Committee member Sanchez, to approve the minutes of the February 21, 2024 regular meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

**AR-1 Advisory Review; AR2022-0010
545 Norumbega Drive, Group Atom Development (Miguel Uribe), Applicant**

Deputy Director of Community Development Sheri Bermejo and Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Development Review Committee regarding:

- 1) whether the steep slope on the north side of the property will remain;
- 2) whether the applicant will be required to return to the Development Review Committee for approval if additional grading changes are proposed;
- 3) clarification of the “obscured glass” condition of approval;
- 4) whether the property had ever previously undergone a zone change;
- 5) whether the neighboring properties will maintain their current zoning designations;
- 6) whether there are conditions in place to maintain the privacy of the neighbors to the west of the property;
- 7) whether there will be a Construction Mitigation Plan in place during construction;
- 8) whether all of the oak trees on the property as well as the surrounding properties will be protected;
- 9) whether brush clearance will be required during construction;
- 10) whether the City Engineer will be required to review the grading plan;
- 11) whether the project involves third party reviewers;
- 12) whether responses to public comments will be included in the final Mitigated Negative Declaration (MND);
- 13) what the Floor Area Ratio (FAR) of the project is; and
- 14) the physical and digital public availability of the project’s supporting documents.

The following individuals submitted written public comments before the meeting:

1. Jesse Lomas, Monrovia resident, submitted a written comment in opposition to the proposed project, stating that the project would have a detrimental effect on the existing owners and renters in the area due to unstable soil, increased noise and traffic, heightened fire risk, and the risk of dangerous construction equipment failure.
2. Lulu Rosales and Patrick Gallagher, Monrovia residents, submitted a written comment in opposition to the proposed project, stating that the project would disrupt the ecosystem and detract from the natural beauty of the area, affect their and their neighbors' privacy, and cause potential flood and fire hazards that would compromise their safety and the safety of their homes.
3. Evan Stewart, Monrovia resident and representative of 67 additional Monrovia residents, submitted a petition (dated March, 2021) in opposition to the proposed project, expressing concerns regarding:
 - a) the invasive nature of the project due to the height of the proposed home;
 - b) how the environmental documents do not adequately address impacts to the community;
 - c) the proposed removal of up to 40% of native oak root zones;
 - d) the perceived lack of adequate consideration of privacy and lighting; and
 - e) the impact of the proposed project on wildlife, hillside views, and other homes on Norumbega Road and Norumbega Drive.
4. Hope Velarde, Monrovia resident, submitted a written comment in opposition to the proposed project, expressing concerns regarding privacy as it relates to the height of the proposed home and the number of windows that would face her home. Concerns were also expressed regarding the adequacy of the Mitigated Negative Declaration (MND), and its responses to previous comments in the appendices of the MND, regarding soil, the size of the project, and compliance with the City's Municipal Code.
5. Curt Brown, Monrovia resident, submitted a written comment in opposition to the proposed project, stating that:
 - a) the Mitigated Negative Declaration (MND) and supporting documents conflate the maximum allowable height of a home with the City's prohibition against three-story structures in the area;
 - b) the applicant is attempting to circumvent the three story prohibition by labeling the first floor of the structure as a garage;
 - c) the maximum buildable square footage should be in relation to the 7,000 square feet of developable area, not the square footage of the entire property;
 - d) previous comments concerning liquefaction have not been addressed; and
 - e) the public notice for the proposed project was deficient because it included an incorrect URL that would otherwise provide access to project documents.

Public Input:

1. Curt Brown, Monrovia resident, spoke with concerns regarding:
 - a) the proposed project's impact on privacy;
 - b) the proposed project's impact on the risk of flooding;
 - c) the lack of restricted covenants as it pertains to the continued maintenance of the obscured glass;
 - d) the scope of work in relation to the narrow frontage of the property; and
 - e) the potential for increased noise caused by the new development.

The Committee asked questions of the resident regarding their openness to the incorporation of shrubbery along the proposed iron fence on the west side of the property to increase privacy.

2. Hope Velarde, Monrovia resident, stated that her main concern regarding the proposed project is the potential impact to her and her family's privacy.
3. Miguel Uribe, applicant, stated that he has no issues with a possible requirement to use obscured glass for all of the windows of the proposed home. He also stated that he is open to incorporating shrubbery along the proposed iron fence on the west side of the property in order to increase the neighbor's privacy.

Chair Jimenez closed the public input portion, as there was no one else present who wished to speak on the item. It was noted that the public comment period for the Mitigated Negative Declaration continues through March 13, 2024.

The Committee discussed various aspects of the application, including the potential to incorporate shrubbery along the iron fence on the west side of the property to act as a privacy screen.

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Cherry, to recommend approval of AR2022-0010 to the Planning Commission with the following added conditions:

- **Obscured glass shall be used for all windows on the west elevation of the proposed home; and**
- **Shrubbery shall be installed along the iron fence on the west side of the property to create privacy screening.**

The motion carried unanimously with a 5-0 vote.

**AR-2 Lot Line Adjustment; LLA2023-0004
560 West Huntington Drive, In-N-Out Burger (Cassie Ruiz), Applicant**

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

Public Input:

1. Cassie Ruiz, applicant, made herself available for questions.

The Committee asked questions of the applicant regarding the anticipated construction timeline after building permits are attained.

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 approve LLA2023-0004 with conditions. The motion carried unanimously with a 5-0 vote.

**AR-3 Design Review; DR2024-0007
558 West Huntington Drive, MMA Architecture (Hany Malak), Applicant**

Assistant Planner Vincent Gillespie 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 Cherry, seconded by Committee member Sanchez, to approve DR2024-0007 with conditions. The motion carried unanimously with a 5-0 vote.

**AR-4 Miscellaneous Review; MISC2024-0003
279 Valle Vista Avenue, Joel Tooley, Applicant**

Planning Technician Brenda Quezada 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 Sanchez, seconded by Committee member Cherry, to approve MISC2024-0003 as presented. The motion carried unanimously with a 5-0 vote.

**AR-5 Sign Review; SIGN2024-0004
600 West Huntington Drive, Reyner Signs (Bruce Reyner), Applicant**

Planning Technician Brenda Quezada 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 Cherry, seconded by Committee member Sanchez, to approve SIGN2024-0004 as presented. The motion carried unanimously with a 5-0 vote.

**AR-6 Sign Review; SIGN2024-0007
503 West Huntington Drive, D &D Sign Services Inc. (Tim Holmes), 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 Sanchez, seconded by Committee member Cherry, to approve SIGN2024-0007 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 5:14 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee