



**CONVENE:** Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, May 15, 2024, at 4:00 p.m. In attendance were 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 Police Chief Alan Sanvictores, Public Works Director Alex Tachiki, and Community Development Director Craig Jimenez. Community Services Director Tina Cherry was excused and Division Chief Brian Patrick sat in for Fire Chief Jeremy Sanchez.

**APPROVAL OF MINUTES:** It was moved by Committee member Sanvictores, seconded by Committee member Tachiki, to approve the minutes of the May 1, 2024 regular meeting. The motion carried unanimously with a 4-0 vote.

**PUBLIC INPUT:** None

**PUBLIC HEARINGS:**

**PH-1 Minor Exception; ME2024-0002  
623 East Foothill Boulevard, Amit E. Litinsky, Applicant**

Assistant Planner Austin Arnold presented the staff report and answered questions of the Development Review Committee regarding whether the original variance applied to the full length of the property.

Chair Jimenez opened and closed the public hearing, 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 ME2024-0002 with conditions. The motion carried unanimously with a 4-0 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.

**ADMINISTRATIVE REPORTS:**

**AR-1 Design Review; DR2024-0014  
303 South Alta Vista Avenue, Le Architecture (John Le), Applicant  
(Continued from May 1, 2024)**

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 Tachiki, seconded by Committee member Sanvictores, to approve DR2024-0014 with conditions. The motion carried unanimously with a 4-0 vote.**

**AR-2 Advisory Review; AR2024-0001  
735 East Central Avenue, Studio IV, Inc. (Franz Nalezny), Applicant**

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

- whether the leased parking spaces located on the adjacent site are directly accessible from the site location; and
- whether the project complies with the City's Automotive Repair Ordinance (Ordinance No. 2023-02).

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 recommend approval of AR2024-0001 to the Planning Commission. The motion carried unanimously with a 4-0 vote.**

**AR-3 Design Review; DR2024-0017  
1016 Winding Oak Lane, Ben Zhu, Applicant**

Assistant Planner Vincent Gillespie presented the staff report to the Development Review Committee.

Public Input:

1. Benjamin Zhu, applicant, asked questions of the Committee regarding whether Condition of Approval #13, as it pertains to underground utilities, applies to his project considering that the existing power poll that services the project site is located to the rear of the neighboring 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.

**Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanvictores, to approve DR2024-0017 with conditions. The motion carried unanimously with a 4-0 vote.**

**AR-4 Miscellaneous Review; MISC2024-0007  
740 South Shamrock Avenue, Duane Hamilton, Applicant**

Planning Technician Brenda Quezada presented the staff report and answered questions of the Development Review Committee regarding the radius in which the Community Services Department notified neighboring properties of the proposed event.

Public Input:

1. Duane Hamilton, applicant, requested that amplified sound be allowed until 10:00 p.m. instead of 9:00 p.m.

2. Brian Yamaguchi, Monrovia resident, asked whether public restrooms will be made available to patrons of the event.

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 stated that there have not been past noise complaints associated with the annual event.

The Committee made the following changes to the conditions of approval:

- Condition #12 was amended to read: "~~Subject to Noise Ordinance in the Monrovia Municipal Code, section 9.44.~~ **Amplified sound shall be allowed until 10:00 p.m. through the duration of the temporary event. In the event that neighbors raise concerns about excessive noise after 9:00 p.m., the Police Department shall have the ability to rescind the approval of this modification.**"

Following discussion, it was moved by Committee member Sanvictores, seconded by Committee member Tachiki, to approve MISC2024-0007 with the amended conditions of approval. The motion carried unanimously with a 4-0 vote.

**AR-5 Sign Review; SIGN2024-0006  
412 West Duarte Road, AB Neon Sign Co. (Alexis E. Conde), 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 Sanvictores, seconded by Committee member Tachiki, to approve SIGN2024-0006 as presented. The motion carried unanimously with a 4-0 vote.

**AR-6 Sign Review; SIGN2024-0009  
182 West Foothill Boulevard, Patty Ortiz, 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 Sanvictores, seconded by Committee member Tachiki, to approve SIGN2024-0009 as presented. The motion carried unanimously with a 4-0 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 4:39 p.m.

APPROVED:

ATTEST:

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Craig Jimenez, AICP, Chair  
Monrovia Development Review Committee

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Sheri Bermejo, Secretary  
Monrovia Development Review Committee