

CONVENE: Chair Jimenez convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, August 7, 2024, at 4:02 p.m. In attendance were Principal Planner John Mayer, Assistant Planner Austin Arnold, Assistant Planner Vincent Gillespie, and Administrative Assistant April Kea.

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

APPROVAL OF MINUTES: It was moved by Committee member Tachiki, seconded by Committee member Cherry, to approve the minutes of the July 17, 2024 regular meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

**AR-1 Miscellaneous Review; MISC2024-0014
102 West Huntington Drive, T.P. Heritage Inn of Monrovia, LLC (Josh Hamilton),
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 Harvey, seconded by Committee member Tachiki, to approve the 90-day review of the business' compliance with CUP2023-0002 for the incidental sale of beer, wine, and distilled spirits. The motion carried unanimously with a 5-0 vote.

**AR-2 Major Determination; MAJD2024-0005
232 West Maple Avenue, Lead the Way Fitness (Dustin Bogle), Applicant**

Assistant Planner Vincent Gillespie presented the staff report and provided the following answers to the Development Review Committee's questions:

- The prior business' operations at the subject site were non-conforming;
- The prior business did not undergo an approval process, meaning that there is no record of their operating hours as it pertains to parking concerns;
- There is an existing customer access point at the rear of the structure that would require improvements to render it ADA accessible;
- The intention is to allow customers to park on the street when the parking lot is full;
- It is under the discretion of the Committee as to whether a 60-day or 90-day review is required to determine if there are any parking concerns; and

- The Boot Camp classes would consist of more customers than the Group classes and would mainly be held in the early morning hours when surrounding business are closed.

Public Input:

1. Sal Chavez, applicant representative, stated that all 4 employees are rarely ever at the site at once and that many customers choose to walk to the site. He also answered the Committee's question in that there are 2 spaces for bicycles to be parked within the foyer of the structure;

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, including whether a 6-month review should be required to determine whether there are any parking concerns, especially in light of the lack of history pertaining to any parking concerns during the previous business' operations.

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Cherry, to approve MAJD2024-0005 with the added condition of a 6-month compliance review. The motion carried unanimously with a 5-0 vote.

**AR-3 Design Review; DR2024-0012
406 Stedman Place, Davis Property Development (Jarrod and Luz Davis), Applicant**

Assistant Planner Austin Arnold presented the staff report and provided the following answer to the Development Review Committee's question:

- The side yard setback requirement for a second story is 12 feet and the proposed second story setback is 13 feet, 4 inches.

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 Sanchez, to approve DR2024-0012 with conditions. The motion carried unanimously with a 5-0 vote.

**AR-4 Design Review; DR2024-0023
410 Highland Place, Dave Schuyler, Applicant**

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

Public Input:

1. Daniel Bacani, Monrovia resident, spoke in favor of the project.
2. Joey Fekete, Monrovia resident, asked for a timeline of the renovation and how much noise is expected.

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 DR2024-0023 with conditions. The motion carried unanimously with a 5-0 vote.

**AR-5 Sign Review; SIGN2024-0020
412 South Myrtle Ave, Corey and Kelly Stanaway, 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 Tachiki, to approve SIGN2024-0020 as presented. The motion carried unanimously with a 5-0 vote.

REPORTS FROM STAFF: None

ADJOURNMENT: Chair Jimenez adjourned the meeting at 4:35 p.m.

APPROVED:

ATTEST:

Craig Jimenez, AICP, Chair
Monrovia Development Review Committee

Sheri Bermejo, Secretary
Monrovia Development Review Committee