

**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, October 16, 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, October 16, 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 September 18, 2024 Regular Meeting](#)  
[Unadopted Minutes of the October 2, 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**

None

### **ADMINISTRATIVE REPORTS**

AR-1 [Design Review; DR2024-0029](#)  
303 Melrose Avenue, Johnny Venegas, Applicant  
(Continued from October 2, 2024)

**Request:** Applicant is requesting a Level "6" Neighborhood Compatibility Design Review to construct a new 2,712 square-foot, two-story single-family residence with a detached 441 square-foot two-car garage. The subject property is located in the RL (Residential Low Density) zone. Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA).

**Recommendation: Approve with conditions**

AR-2 [Advisory Review; AR2024-0006](#)  
618 South Myrtle Avenue, Luckyspoon, LLC (Sureeporn Pramotpaibool), Applicant

**Request:** Applicant is requesting an Advisory Review of a Conditional Use Permit for a State Alcohol Beverage Control (ABC) license (Type 41) for the incidental service of beer and wine for a new restaurant, Fillet. 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 draft conditions**

AR-3 [Miscellaneous Review; MISC2024-0020](#)  
340 Norumbega Drive, Eddie Martinez, Applicant

**Request:** Applicant is requesting a Miscellaneous Review to remove an existing Coastal Live Oak tree due to poor health. The property is located in the RL (Residential Low Density) zone. Determine that the project is Exempt pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA).

**Recommendation: Approve as presented**

AR-4

**Miscellaneous Review; MISC2024-0021**

**1827 South Myrtle Avenue, Myrtle Auto Service, 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, Myrtle Auto Service. The applicant is requesting an exception for the following business activities: (1) to allow for outdoor business operations, and (2) to allow parking/storing of vehicles outdoors awaiting repairs. The subject 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**

AR-5

**Sign Review; SIGN2024-0039**

**931 West Duarte Road, AD Signs (Kevin Wynn), Applicant**

**Request:** Applicant is requesting a Sign Review to install a internally illuminated building wall sign within an existing shopping center, for a new business, Tian Fu Bistro, LLC. The property is located in the NC (Neighborhood Commercial) zone.

Determine that the project is Categorically 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 10<sup>th</sup> day of October, 2024.**

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Vincent Gillespie, Assistant Planner