

**MONROVIA
DEVELOPMENT REVIEW COMMITTEE
AGENDA**

City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016



Sheri Bermejo
Chair
Director of
Community Development

Tina Cherry
Director of
Community Services

Heath Harvey
Chief of Police

Jeremy Sanchez
Fire Chief

Alex Tachiki
Director of
Public Works

**Welcome to the Monrovia Development Review Committee Meeting
Wednesday, March 5, 2025, 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. 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



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, March 5, 2025, 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 Bermejo

ROLL CALL Committee Members Cherry, Harvey, Sanchez, Tachiki, Chair Bermejo

APPROVAL OF MINUTES

None

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 Exception; ME2025-0002](#)
323 West Scenic Drive, Nicholas Lynch, Applicant
(Continued from February 19, 2025)

Request: Applicant is requesting a Minor Exception from Monrovia Municipal Code (MMC) Section 17.12.020 for a reduced side yard setback (11'-7" in lieu of 13'-10") along the east side property line for a 370 square foot addition in alignment with an existing structure. The property is located in the RL (Residential Low) zone.

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

Recommendation: Approve with conditions

PH-2 [Minor Conditional Use Permit; MCUP2025-0002](#)
[Minor Exception; ME2025-0006](#)
417 South Myrtle Avenue, Ricardo Jurado, Applicant

Request: An application for a 62-square-foot addition to an existing ground floor restaurant use (Merengue Café and Bakery) and the conversion of a vacant second floor into a residential unit. A Minor Conditional Use Permit is required to establish a residential use on the second floor and a Minor Exception is required to provide four parking spaces in lieu of the seven required parking spaces. The property is located in the HCD (Historic Commercial Downtown) zone.

Determine that the project is Categorically Exempt (Class 3) pursuant to the California Environmental Quality Act (CEQA)

Recommendation: Approve with conditions

ADMINISTRATIVE REPORTS

AR-1 [Major Determination \(Amendment\); MAJD2023-0005](#)
620 South Shamrock Avenue, City of Monrovia, Applicant

Request: Applicant is requesting approval of an updated Notice of Exemption (NOE) pursuant to the California Environmental Quality Act (CEQA) for the Recreation Park Renovation Project. The update reflects additional improvements, including a new amphitheater, beginner's skate park, pickleball courts, fitness area, green space, shade structures, and an ADA-accessible path. These enhancements are part of ongoing renovations to improve access, usability, and recreation at the park. The property is in the P/QP (Public/Quasi Public) zone.

Determine that the project continues to qualify as Categorical Exempt under Class 1 (Existing Facilities), Class 2 (Replacement or Reconstruction), Class 3 (New Construction of Small Structures), Class 4 (Minor Alterations to Land), and Class 11 (Accessory Structures) pursuant to the California Environmental Quality Act (CEQA).

Recommendation: Approve MAJD2023-0005 (Amendment)

AR-2 [Miscellaneous Review; MISC2025-0007](#)
931 West Foothill Boulevard, Juan Mercade, 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, G & M Automotive and Restoration, Inc. The applicant is requesting an exception for the following business activities: to allow for outdoor business operations. The subject property is located in the NC (Neighborhood Commercial) zone.

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

Recommendation: Approve with conditions

AR-3 [Major Determination; MAJD2025-0001](#)
922 South Myrtle Avenue, Irradiant Partners, LP (Erik Quintana), Applicant

Request: Applicant is requesting a Major Determination to determine there will be adequate on-site parking for a new Instructional Use, RAD Academy. The subject property is located in the O/RD/LM (Office/Research&Development/Light Manufacturing) 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; MISC2024-0026](#)
1515 South Myrtle Avenue, Expedite The Diehl (Jamie Hughel), Applicant

Request: Applicant is requesting a Miscellaneous Review for a minor façade improvement to add horizontal composite paneling with a simulated wood appearance to the front façade and paint the building. The subject property is located in the PD-12 (Planned Development- Area 12) zone.

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

Recommendation: Approve as presented

AR-5 [Sign Review; SIGN2024-0045](#)
1515 South Myrtle Avenue, Expedite The Diehl (Jamie Hughel), Applicant

Request: Applicant is requesting a Sign Review for the installation of a new internally illuminated building wall sign. The subject property is located in the PD-12 (Planned Development- Area 12) 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 27th day of February, 2025.

April Kea, Administrative Assistant