



CONVENE: Chair Bermejo convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, October 15, 2025, at 4:03 p.m. In attendance were Planning Division Manager John Mayer, Planning Technician Krystin Gates, and Management 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 Sheri Bermejo. Police Captain John Donchig sat in for Police Chief Heath Harvey.

APPROVAL OF MINUTES: It was moved by Committee member Tina Cherry, seconded by Committee member Alex Tachiki, to approve the minutes of the September 17, 2025 regular meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS:

**PH-1 Minor Exception; ME2025-0013
345 Genoa Street, Andrew Barge, Applicant**

Planning Technician Krystin Gates presented the staff report regarding a Minor Exception to permit a six-foot-tall, chain-link fence within the front yard setback and provided the following answer(s) to the Development Review Committee's question(s):

- The fence is failing or already has failed and there's different materials used along the length of the existing fence. It's currently inadequate

Public Input:

1. Andrew Barge, Applicant, spoke in support of the project. He said the property came with an inadequate fence that was unsafe. He spoke to City Engineer Brad Merrell about safety concerns along the flood channel and was told he cannot build a retaining wall, but he can build a fence. Andrew hopes to make one continuous design from back to front to match the aesthetics of the opposite side of the channel. Wood and vinyl fence materials would not support vegetation or the star jasmine Andrew plans on planting. He selected black mini-chain-link with red posts for a more residential look.

Chair Bermejo 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 Cherry, to approve with conditions. The motion carried unanimously with a 5-0 vote.

Chair Bermejo 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 Advisory Review; AR2025-0012**701 South Myrtle Avenue, BGB Myrtle LLC (Scott Griggs), Applicant**

Planning Division Manager John Mayer presented the staff report regarding an Advisory Review for 701 S. Myrtle Specific Plan and development project; actions include General Plan Amendment, Zoning Map/Text Amendment to PD-28, Specific Plan adoption, Vesting Tentative Parcel Map, and Conditional Use Permit and provided the following answer(s) to the Development Review Committee's question(s):

- The proposed project's low income units will exist in perpetuity;
- The proposed multi-family residential building measures 65 feet in height at the top of the fifth level;
- The proposed project mirrors Avalon and Paragon developments in height;
- The development meets State parking requirements through the use of the State's Density Bonus which provides parking incentives if affordable units are included in the development. The City does not have authority over State law;
- The six parking spots in the alleyway are on private property for public use;
- The alleyway parking is designed to ensure that fire trucks can park in the alley;
- It is fair to look at similar conditions of approval to those placed on Avalon due to the projects' similar size, utilities, trash, and affordability;
- The proposed project provides more parking than is required by the State's Density Bonus. 50 guest spaces and leasing office parking are being provided, but are not required by the State;
- The City's General Plan carries over into the proposed project's Specific Plan to ensure quality housing at a certain density so that the project can be viable and continue the tradition of South Myrtle's character;
- Staff explained that a financial feasibility analysis had been prepared to support the proposed density. The study concluded that the project's density and design features were necessary for the development to remain economically viable on the site;
- The alley is bidirectional; and
- Conditions of Approval shall include the development of a security plan with Monrovia Fire and Police Departments which will address emergency access and parking concerns.

Public Input:

1. Scott Griggs, applicant, introduced his team:
 - a. Architect Kennath Walpita, Architects Orange;
 - b. Historic Preservation Consultant Debi Howell-Ardila, Chattel, Inc.;
 - c. Environmental Consultant Tracy Zinn, T&B Planning; and
 - d. Landscape Architect Matt Jackson, MJS Landscape Architecture.
2. Tracy Zinn, Environmental Consultant, T&B Planning, provided clarity on the proposed project's alley design:
 - a. The alley is 16 feet wide with six parking spaces in the middle of the west side, one of those spots is reserved for delivery drivers. There are no parking spots at either end of the alley.
 - b. Two fire truck pull outs are positioned at each entrance to the alley (North and South), 55 feet apart.
3. Debi Howell-Ardila, Historic Preservation Consultant, Chattel, Inc. spoke about the historical review that was conducted for the subject site:
 - a. The Historical Resources Technical Report reviewed the subject site and adjacent areas to determine impact on historical resources.
 - b. Under the California Environmental Quality Act (CEQA), the greatest level of impact, "significant impact," is when a project will result in the historical resource

- being no longer eligible as a historical resource. CEQA recommends avoiding impacts by complying with the Secretary of the Interior's Standards.
- c. Due to the sensitivity of Myrtle Avenue, the historic review spans Myrtle Avenue from Chestnut Avenue to Foothill Boulevard. This area was deemed a historical resource and eligible for potential impacts.
 - d. The review identified some of Myrtle Avenue's character defining features as: general scale, character of setbacks from sidewalk, ground floor entrances opening right up to sidewalk, and street trees.
 - e. The review also looked at 7 aspects of historic integrity, which is how historical aspects are measured as defined by the National Park Service and the Office of Historic Preservation. Based on those 7 aspects of historic integrity, the finding is that there will be no direct or indirect impacts to the historic downtown.
 - f. The height differential between the historic district and the proposed project is relatively modest and doesn't overwhelm the historic district. The project site is not adjacent to any historical contributors and is in an area that already has an altered setting.
 - g. The proposed project appears compatible with the historic district by using features such as a setback open plaza to soften the mass and volume at a key corner location, increased sidewalk setbacks, and pedestrian entrances to mirror what's already on Myrtle Ave. The proposed project should enhance the existing historical district.
 - h. There is no need for additional study in the CEQA document due to the previous points.

Chair Bermejo closed the public input portion, as there was no one else present and no written comments were received pertaining to the item.

The Development Review Committee discussed various aspects of the application and reiterated the project's compatibility with the City's General Plan and the historic downtown, as well as its availability of affordable housing and minimal to no impacts under CEQA.

The Committee directed that a new condition be added to the project's Conditions of Approval requiring the applicant to work with the Monrovia Police and Fire Departments to develop a comprehensive Security and Safety Plan. Police Chief Heath Harvey and Fire Chief Jeremy Sanchez shall be consulted in the preparation of this plan.

Following discussion, it was moved by Committee member Tachiki, seconded by Committee member Sanchez, to recommend approval to Planning Commission with the amended conditions. The motion carried unanimously with a 5-0 vote.

**AR-2 Sign Review; SIGN2025-0031
144 West Foothill Boulevard, Corguz Signs Inc (Isis Jimenez), Applicant**

Planning Technician Krystin Gates presented the staff report regarding a Sign Review for two building wall sign face changes and one blade sign face change for a new business, Sourdough & Co.

Chair Bermejo 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 Tina Cherry, seconded by Committee member Donchig, to approve with standard conditions. The motion carried unanimously with a 5-0 vote.

REPORTS FROM STAFF: None

ADJOURNMENT: Chair Bermejo adjourned the meeting at 5:17 p.m.

APPROVED:

ATTEST:

Sheri Bermejo, Chair
Monrovia Development Review Committee

John Mayer, AICP, Secretary
Monrovia Development Review Committee