



CONVENE: Chair Bermejo convened the Regular Meeting of the Monrovia Development Review Committee on Wednesday, April 1, 2026, at 4:01 p.m. In attendance were Planning Division Manager John Mayer, Associate Planner Vincent Gillespie, Assistant Planner Austin Arnold, Planning Technician Alaura Contreras, and Management Assistant April Kea.

ROLL CALL: In attendance were Committee members Police Chief Heath Harvey, Assistant to the City Manager Jackie Tran, and Community Development Director Sheri Bermejo. Fire Chief Jeremy Sanchez was excused and Public Works Deputy Director Victoria Rocha sat in for Public Works Director Alex Tachiki.

APPROVAL OF MINUTES: It was moved by Committee member Harvey, seconded by Committee member Tran, to approve the minutes of the March 18, 2026 regular meeting. The motion carried unanimously with a 4-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS:

**PH-1 Minor Exception; ME2026-0004
790 and 800 West Chestnut Avenue, Jonathan Tsou (Foothill Unity Center) and
Patrick Hovespian (World Vision International), Applicants**

Assistant Planner Austin Arnold presented the staff report regarding a Minor Exception from Monrovia Municipal Code Section 17.16.030(A)(1) to construct a new six-foot-high wrought iron fence with gates with a reduced front yard setback (3'-0" in lieu of 10'-0") to enclose a shared parking lot on two properties. In response to questions from the Committee, staff provided the following information:

- There would be about a six-inch gap between the proposed fence and the existing three-foot block wall;
- To mitigate the chances of someone using the existing three-foot block wall to scale the proposed fence, landscaping is recommended as a buffer;
- The applicant has requested to retain the existing three-foot block wall;
- The closest point to the property line that is still in front of the existing three-foot block wall is three feet; and
- The existing three-foot block wall is about 150 feet in length.

Public Input:

1. Jonathan Tsou, applicant (Foothill Unity Center), and Patrick Hovespian, applicant (World Vision International), spoke in favor of the proposal, stating the following:
 - a. Their intention is to take additional security measures in response to issues like break-ins and pallet fires;
 - b. Other security measures are being taken in addition to the fence proposal, such as the installation of security cameras;
 - c. Patrick Hovespian is not concerned with the possibility of people using the existing three-foot block wall to jump over the proposed fence as the purpose of the fence would be to keep people out of the property; and
 - d. The existing three-foot block wall is currently painted black.

2. Michael Giangregorio, Monrovia resident and Monterey In Monrovia Homeowners Association President, spoke in opposition to the proposal, stating the following:
 - a. There have been issues with homeless encampments, drug use, trash, and noise in the area since the Foothill Unity Center moved into the location;
 - b. He was previously denied a fence that he proposed to deter the unhoused population from trespassing onto his property;
 - c. It is no longer safe for children and families to walk the neighborhood;
 - d. The subject site has already negatively impacted the property values of the homes in the area;
 - e. The efforts of the Foothill Unity Center have been at the expense of the existing neighborhood;
 - f. The proposed fence would be unsightly, especially given that he was denied his own fence;
 - g. Unhoused people already use neighboring residential properties as throughfares, and the installation of the proposed fence would encourage the continuance of that behavior; and
 - h. The proposed fence will not be attractive as seen from the residential properties.
3. Angela Shaw, Monrovia resident and Monterey In Monrovia Homeowners Association Treasurer, spoke in opposition to the proposal, stating the following:
 - a. She has dealt with Code Enforcement issues at the Foothill Unity Center as it pertains to trash;
 - b. She is unsure if the proposed fence would be abutting the existing six-foot block wall between the subject site and the residential property directly to the east of the subject site;
 - c. Foothill Unity Center is concerned about how their property is affected by the unhoused population, but it is not concerned with how the community and others' properties are affected;
 - d. The unhoused population will most likely use the proposed fence to tie down tents;
 - e. The applicants should remove the existing three-foot block wall along the front property line of the subject site; and
 - f. She was previously denied a fence that she proposed to deter the unhoused population from trespassing onto the Monterey In Monrovia Homeowners Association property.
4. Jonathan Tsou, applicant (Foothill Unity Center), extended his apologies to the residents of the area and stated the following:
 - a. They are trying their best to not interfere with the community;
 - b. They have their janitorial staff pick up trash down the street;
 - c. The newly installed security cameras will allow them to monitor the site more closely;
 - d. Their job is to help their neighbors and the community, but their priority is to secure the subject site first and then to secure outside of the property;
 - e. The intention of the proposal is to prevent incidents like the recent pallet fire; and
 - f. They will do better moving forward.
5. Jonathan Tsou, applicant (Foothill Unity Center), and Patrick Hovespian, applicant (World Vision International), provided the following information in response to questions from the Committee:
 - a. World Vision International plans to install the same type of vegetation as what currently exists on site;
 - b. The conditions of approval require new drought-tolerant landscaping;
 - c. Foothill Unity Center communicated with some of the neighbors before moving into the site;
 - d. Foothill Unity Center is consulting with neighbors regarding what gates they use;

- e. Foothill Unity Center employs on-site security guards to deter the unhoused population from setting up camp on weekends (eight hours each weekend); and
- f. World Vision International recently painted the existing three-foot block wall and would like to retain it because it protects the gate from cars within the parking lot.

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 Committee discussed various aspects of the application, including the following:

- The lack of written public comment received on this item;
- The balance between aesthetics and security;
- The benefits of a meeting between the applicants and the residents of the area to allow residents to express their concerns directly to the applicants;
- The need for a landscape plan that requires taller vegetation;
- The need to consider the six-foot block wall along the easterly property line; and
- The assertion that a fence that secures the subject site by removing access to what is desired would also have the peripheral benefit of securing the neighborhood.

Staff provided the following information in response to the Committee's discussion:

- Staff have made multiple attempts with the applicant to weigh the benefits of a focus on security versus the benefits of a focus on aesthetics, including bringing attention to the opportunity for people to use the existing three-foot block wall to jump the proposed fence;
- Staff recommended a landscape plan to mitigate the security risks of retaining the three-foot block wall;
- Staff recommended that the proposed fence be eight feet tall, but the applicant reduced the proposal to six feet with landscaping to minimize the industrial look of the fence; and
- Staff can speak with the applicant about pushing the six-foot block wall on the easterly property line behind the proposed fence given that it does not reduce the number of required parking spaces per the site's Conditional Use Permit (CUP).

Following discussion, it was moved by Committee member Rocha, seconded by Committee member Harvey, to continue the review of ME2026-0004 to the April 15, 2026 Development Review Committee regular meeting. The motion carried unanimously with a 4-0 vote.

**PH-2 Minor Conditional Use Permit; MCUP2026-0001
1601 Raymond Avenue, Planet Doggy Love, Inc. (Fabiola Jauregui), Applicant**

Associate Planner Vincent Gillespie presented the staff report regarding a Minor Conditional Use Permit (MCUP) to operate a dog-day care and overnight boarding facility for both dogs and cats (Animal Boarding land use) within an existing industrial building. In response to questions from the Committee, staff provided the following information:

- The proposed business is currently operating in Pasadena, California, and the owner intends to move the operation to the subject site;
- The surrounding sites consist of automotive repair businesses, tire warehousing, and a vacant building;
- If there are any concerns regarding noise, staff can ask for additional sound-dampening improvements be made to the building;
- This business would be subject to the MMC Noise Ordinance due to its proximity to a residential area;
- The applicant has reviewed and approved of the draft conditions of approval;
- There is an existing draft condition of approval that addresses waste removal; and

- Staff crafted the conditions of approval to prevent sustained nuisances to the nearby neighborhood.

The following individual submitted written public comment before the meeting:

1. Rodolfo Estrada, Monrovia resident, submitted a written comment in opposition of the proposal with the following assertions:
 - a. Having a dog day care/kennel across the street will lead to increased noise and traffic;
 - b. The proposed business brings little benefit to the area, which should be developed with more housing and retail;
 - c. A kennel only serves to assist those who do not live in the area;
 - d. There is no clear way for the people who live in the area to prevent/address noise pollution after the business has opened;
 - e. The noise will cause an inability to continue to work from home; and
 - f. The business would make it more difficult to find space for trash can placement for trash pickup.

Public Input:

1. Fabiola Jauregui, applicant, spoke in favor of the proposal, stating the following:
 - a. The structure at the proposed site is composed of brick and concrete, which should help to mitigate noise concerns;
 - b. The lack of an outdoor activity area should also mitigate noise concerns as the dogs will not be disturbed by passing vehicles and pedestrians;
 - c. The goal is to make the space entertaining and fun for the dogs, which should keep them occupied and reduce the risk of barking;
 - d. If a temperament test is issued and there are concerns regarding a dog's behavior, they recommend veterinary consultation to determine the best mitigation measures to keep the dog calm;
 - e. The Pasadena location assisted in housing dogs affected by the Eaton Fire for three months, which is emblematic of the organization's goal to help the community;
 - f. The location will undergo intensive incidental and daily cleanup with veterinary-grade cleaning solutions to prevent disease and odor;
 - g. The location will be equipped with indoor drainage;
 - h. They are currently consulting with an architect regarding the removal of the roll up door facing Pomona Avenue and the installation of metal panels for soundproofing, if the landlord allows;

Chair Bermejo closed the public input portion, as there was no one else present who wished to speak on the item.

Following discussion, it was moved by Committee member Rocha, seconded by Committee member Harvey, to approve MCUP2026-0001 with conditions. The motion carried unanimously with a 4-0 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 Miscellaneous Review; MISC2026-0005
541 El Norte Avenue, Kevin Mahserejian, Applicant
(Continued from March 18, 2026)**

Planning Division Manager John Mayer informed the Development Review Committee that the applicant submitted a request to continue the item. The item was continued to the next Development Review Committee regular meeting on April 15, 2026.

Following discussion, it was moved by Committee member Rocha, seconded by Committee member Tran, to continue the review of MISC2026-0005 to the April 15, 2026 Development Review Committee regular meeting. The motion carried unanimously with a 4-0 vote.

**AR-2 Major Determination; MAJD2026-0009
943-945 West Foothill Boulevard, Ready Sweat Go (Vanessa Sandoval), Applicant**

Planning Technician Alaura Contreras presented the staff report regarding a Major Determination of parking to determine whether there is sufficient parking available for the expansion of an existing Instructional Services business, Ready Sweat Go, a Pilates studio.

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 Tran, seconded by Committee member Harvey, to approve MAJD2026-0009 with conditions. The motion carried unanimously with a 4-0 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.

**AR-3 Miscellaneous Review; MISC2026-0008
1830 8th Avenue, Najjar Arbor Care (Elias Najar) Applicant**

Planning Technician Alaura Contreras presented the staff report regarding a Miscellaneous Review to allow the trimming of 36 percent of the canopy of a Coast Live Oak tree located in the front yard of a multi-family developed property.

Chair Bermejo opened and closed the public input portion, as there was no one present who wished to speak on the item.

The Committee discussed various aspects of the application, including how the proposal would benefit the City's street sweeping, which can be impeded by low-hanging tree branches.

Following discussion, it was moved by Committee member Rocha, seconded by Committee member Harvey, to approve MISC2026-0008 with conditions. The motion carried unanimously with a 4-0 vote.

**AR-4 Miscellaneous Review; MISC2026-0007
525 South Shamrock Avenue, TTTK, LLC (Traci French), Applicant**

Assistant Planner Austin Arnold presented the staff report regarding a Miscellaneous Review to paint a mural on the north (rear) elevation of Fred's Auto Museum and Special Event Center, located at 525 S Shamrock Avenue.

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 Harvey, seconded by Committee member Rocha, to approve MISC2026-0007 with conditions. The motion carried unanimously with a 4-0 vote.

**AR-5 Sign Review; SIGN2026-0013
181 West Huntington Drive, B & H Signs (Jennifer Bonura), Applicant**

Planning Technician Alaura Contreras presented the staff report regarding a Sign Review for a new building wall sign for a new business, Pasadena Federal Credit Union.

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 Tran, seconded by Committee member Harvey, to approve SIGN2026-0013 with conditions. The motion carried unanimously with a 4-0 vote.

**AR-6 Sign Review; SIGN2026-0014
434-436 West Foothill Boulevard, Fast Signs (Punit Suthar), Applicant**

Planning Technician Alaura Contreras presented the staff report regarding a Sign Review for a new building wall sign for a new business, Home Instead. In response to a question from the Committee, staff provided the following information:

- There is no existing Master Sign Program (MSP).

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 Harvey, seconded by Committee member Tran, to approve SIGN2026-0014 with conditions. The motion carried unanimously with a 4-0 vote.

**AR-7 Sign Review; SIGN2026-0015
630 West Huntington Drive, Swain Signs (Gary Starkey), Applicant**

Associate Planner Vincent Gillespie presented the staff report regarding a Sign Review for a face change of two directional signs for an existing business, Chili's Grill and Bar. In response to a question from the Committee, staff provided the following information:

- The proposed signs will be placed in the same locations as existing signage, requiring new penetrations due to the site's recently approved façade remodel.

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 Harvey, seconded by Committee member Tran, to approve SIGN2026-0015 with conditions. The motion carried unanimously with a 4-0 vote.

**AR-8 Sign Review; SIGN2026-0016
155-225 West Duarte Road, Jefferson Monrovia South (Shea Bartolino), Applicant**

Associate Planner Vincent Gillespie presented the staff report regarding a Sign Review for a Master Sign Program for a new mixed-use development, Trestle Apartments. In response to questions from the Committee, staff provided the following information:

- Metrolink was not involved in the review of the proposed pedestrian and vehicular Metro wayfinding signage;
- The design of the proposed Metro wayfinding signage utilizes generic wording and images and would be composed of brushed aluminum panels with a black powder-coated finishing spray; and
- Per the Monrovia Municipal Codes (MMC), window signs shall not exceed 10% of the total window area of the face of the building.

Chair Bermejo opened and closed the public input portion, as there was no one present who wished to speak on the item.

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

Development Review Committee (DRC) Conditions (SIGN2026-0016):

- Condition #11 was added to read: **“Metro Coordination for Wayfinding Signage. Prior to the issuance of a sign permit or installation of any wayfinding signage referencing or directing to the transit station, the applicant shall demonstrate that the proposed signage has been submitted to and reviewed by the Los Angeles County Metropolitan Transportation Authority for consistency with applicable transit wayfinding and branding standards. Acceptable compliance shall include one of the following, as determined by the Planning Division Manager.**
 - a. **Written correspondence from Metro indicating no objection or approval of the proposed signage; or**
 - b. **Documentation that demonstrates the applicant has made a good faith effort to obtain Metro review, and that no response has been received within a reasonable timeframe.**
 - c. **In the absence of a response from Metro, the City may authorize installation of the signage provided that no Metro logos, trademarks, or proprietary branding elements are included in the final design.”**
- Condition #12 was added to read: **“Anti-Graffiti Protection and Maintenance. Prior to installation of the approved monument sign, the applicant shall incorporate anti-graffiti measures into the final design, subject to review and approval by the Planning Division Manager. Such measures shall include, but are not limited to application of a clear anti-graffiti coating or protective finish compatible with the monument sign’s aluminum and powder-coated surfaces or use of materials and finishes that allow for easy removal of graffiti without damage to the underlying surface. The property owner shall be responsible for the ongoing maintenance of all signage, including the prompt removal of graffiti, vandalism, or defacement. Graffiti shall be removed within 48 hours of occurrence or notification.”**

Following discussion, it was moved by Committee member Tran, seconded by Committee member Harvey, to approve SIGN2026-0016 with the amended conditions. The motion carried unanimously with a 4-0 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.

REPORTS FROM STAFF: None

ADJOURNMENT: Chair Bermejo adjourned the meeting at 5:31 p.m.

APPROVED:

ATTEST:

Sheri Bermejo, Chair
Monrovia Development Review Committee

John Mayer, AICP, Secretary
Monrovia Development Review Committee