



*Robert Parkhurst, Mayor*  
*Kristine Lowe, Mayor Pro Tem*  
*Edward Garcia, Council Member*  
*Gene Goss, Council Member*  
*Kelly Kriebs, Council Member*

# City of Sierra Madre AGENDA REPORT

*Sue Spears, City Treasurer*

TO: Honorable Mayor and Members of the City Council

FROM: Clare Lin, Director of Planning and Community Preservation  
Aleks Giragosian, City Attorney

REVIEWED BY: Jose Reynoso, City Manager

DATE: April 22, 2025

**SUBJECT: TENTATIVE PARCEL MAP 24-01, INCLUDING MAP NO. 84653,  
FOR THE SUBDIVISION OF AN EXISTING PARCEL TO CREATE A  
NEW RESTRICTED OPEN SPACE PARCEL IN PERPETUITY AT  
700 NORTH SUNNYSIDE AVENUE**

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## **STAFF RECOMMENDATION**

It is recommended that the City Council hold a public hearing, consider all pertinent testimony, and adopt City Council Resolution 25-23, approving the Tentative Parcel Map application 24-01, Map No. 84653. The subdivision is categorically exempt from CEQA pursuant to sections 15301(h) Class 1, Existing Facilities, and 15317 Class 17, Open Space Contracts or Easements, and 15061(b)(3) of the CEQA Guidelines.

## **ALTERNATIVES**

The City Council may:

1. Adopt City Council Resolution 25-23 as presented, and approve the application, subject to the conditions of approval; or
2. Adopt City Council Resolution 25-23 with modifications; or
3. Denial of the application, identifying the findings that support the City Council determination; or
4. Continue the public hearing, and provide direction to staff and applicant.

## **EXECUTIVE SUMMARY**

The applicant, The Congregation of the Passion, Mater Dolorosa Community, is requesting the City Council consider approval of Tentative Parcel Map application 24-01 Map No. 84653, which subdivides the existing parcel into two parcels, creating a new open space parcel to be restricted for that use in perpetuity, located at 700 North Sunnyside Avenue.

The Planning Commission held a public hearing on March 20, 2025 and adopted the Planning Commission Resolution 25-01, included as Attachment B, recommending approval to the City Council of the Tentative Parcel Map application, Map No. 84653, for the subdivision of an open space parcel at the northern most parcel to be restricted open space use in perpetuity.

## **BACKGROUND**

The Congregation of the Passion, Mater Dolorosa Community, a California non-profit corporation, operates a 90-guest retreat center in Sierra Madre ("Mater Dolorosa"). Mater Dolorosa owns the property (Assessor's Parcel Number 5761-002-010) located at 700 North Sunnyside Avenue, Sierra Madre, CA 91024 ("Property"). In partnership with Mater Dolorosa, NUWI-Sierra Madre LLC desires to construct up to 42 single-family detached residential units on approximately 17.30 acres of its property. The proposed "Project" is referred to as "The Meadows at Bailey Canyon." The Project site is located north of the intersection of North Sunnyside Avenue and Fairview Avenue. Primary access to the Project site is provided via North Sunnyside and secondary access is West Carter Avenue.



Both the development agreement and the specific plan call for the approval of a tentative parcel map to create a new lot directly north of the Retreat Center that will be rezoned to Open Space. The new lot will be subject to a conservation easement prohibiting habitable structures from being constructed.

A Tentative Parcel Map is a type of subdivision map for four legal lots or less that shows the intended layout of the new parcels and existing conditions on the property. The Tentative Parcel Map also sets conditions such as access, grading improvements, stormwater protection, and so forth, which must be met before a Final Map can be recorded on title. An approved Tentative Parcel Map does not divide the property; rather it sets the conditions under which the division may occur. Only a recorded Final Map divides a property.

The application includes a vesting tentative parcel map to subdivide the existing Mater Dolorosa Retreat Center into two separate lots, one lot for open space, and one lot for the existing institutional use. The newly created lot will be zoned Open Space with a land use designation of Natural Open Space.

On March 20, 2025, the Planning Commission held a public hearing and adopted Planning Commission Resolution 25-01, recommending approval to the City Council of

the Tentative Parcel Map application 24-01, including Parcel Map No. 83966, finding that the proposed Parcel Map is consistent with the Development Agreement and the Meadows at Bailey Canyon Specific Plan.

### **CRITERIA FOR REVIEW OF THE SUBDIVISION**

The Project is subject to the following requirements:

- State Law (including the Subdivision Map Act, the Housing Accountability Act, and the Housing Crisis Act);
- The Development Agreement;
- The Specific Plan; and
- Title 16 (Subdivisions) of the Sierra Madre Municipal Code.

Each requirement is discussed below in turn.

#### ***Five Hearing Rule:***

Government Code Section 65905.5, subdivision (a), states:

Notwithstanding any other law, if a proposed housing development project complies with the applicable, objective general plan and zoning standards in effect at the time an application is deemed complete, after the application is deemed complete, a city, county, or city and county shall not conduct more than five hearings pursuant to Section 65905, or any other law, ordinance, or regulation requiring a public hearing in connection with the approval of that housing development project. If the city, county, or city and county continues a hearing subject to this section to another date, the continued hearing shall count as one of the five hearings allowed under this section. The city, county, or city and county shall consider and either approve or disapprove the application at any of the five hearings allowed under this section consistent with the applicable timelines under the Permit Streamlining Act (Chapter 4.5 (commencing with Section 65920)).

The Tentative Parcel Map is a discretionary approval “in connection with the approval of that housing development project.” Staff determined the Tentative Parcel Map application is complete. Therefore, the Planning Commission and City Council “shall not conduct more than five hearings” to approve or disapprove the Tentative Parcel Map under Section 65905.5.

#### ***Subdivision Map Act:***

Government Code section 1266.02 states:

The approving body shall make the findings and submit to the State Board of Forestry and Fire Protection no later than thirty calendar days after approving a tentative map, or a parcel map located in state responsibility

areas or very high fire hazard severity zones. The findings and map(s) shall be delivered in portable document format (PDF) and submitted electronically to the Board. Subdivision Map Findings Report included herein as Attachment C

***Limited Discretion Under the Housing Accountability Act:***

Government Code section 65589.5, subdivision (j)(1), states:

When a proposed housing development project complies with applicable, objective general plan, zoning, and subdivision standards and criteria, including design review standards, in effect at the time that the application was deemed complete, but the local agency proposes to disapprove the project or to impose a condition that the project be developed at a lower density, the local agency shall base its decision regarding the proposed housing development project upon written findings supported by a preponderance of the evidence on the record that both of the following conditions exist:

(A) The housing development project would have a specific, adverse impact upon the public health or safety unless the project is disapproved or approved upon the condition that the project be developed at a lower density. As used in this paragraph, a "specific, adverse impact" means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

(B) There is no feasible method to satisfactorily mitigate or avoid the adverse impact identified pursuant to paragraph (1), other than the disapproval of the housing development project or the approval of the project upon the condition that it be developed at a lower density.

The Housing Accountability Act limits the City Council's options with respect to the Tentative Parcel Map. If the City Council agrees with staff's determination that the Tentative Parcel Map "complies with applicable, objective general plan, zoning, and subdivision standards and criteria," then the City Council cannot disapprove the Tentative Parcel Map or impose a condition that would lower the proposed density. If the City Council is inclined to disapprove the Tentative Parcel Map or reduce the project's density, it will need to find that the Tentative Parcel Map has a "specific, adverse impact upon the public health or safety" and there is no method to "satisfactorily mitigate or avoid the adverse impact." Under Section 65589.5, non-objective standards, as that term is defined under the Housing Accountability Act, cannot be used to disapprove the Tentative Parcel Map or reduce the Project's density.

**Development Agreement Conditions**

The Development Agreement was entered into between the City of Sierra Madre, Mater Dolorosa, and NUWI-Sierra Madre, LLC. The Development Agreement was adopted by the City Council via Ordinance No. 1461 on September 27, 2022. However, due to the special election on the question to referend Ordinance No. 1461, the ordinance did not take effect until the City Council adopted Resolution No. 23-41 on May 23, 2023, certifying the results of the special election rejecting the referendum.

The Development Agreement contemplates three discretionary approvals required to advance the Project:

- a subdivision map application submitted by the Congregation to create the Open Space Configuration (DA § 3(a));
- a subdivision map application submitted by NUWI-Sierra Madre LLC to subdivide the lots consistent with the The Meadows Specific Plan (DA § 4(a)(i));
- a design review permit application submitted by NUWI-Sierra Madre LLC to design the units consistent with the The Meadows Specific Plan (DA § 4(a)(ii));

The discretionary approval before the City Council only deals with the first item — a subdivision map application submitted by Mater Dolorosa Retreat Center to subdivide the lots consistent with the Meadows Specific Plan (DA § 3(a)). While the City Council may request an update on the status of the other applications, all of which must be submitted by May 23, 2025, the City Council cannot tie the approval of this discretionary permit to any others.

Section (3)(a)-(c) of the Development Agreement states:

**Subdivision of Lot.** Within 24 months after the Effective Date, the Congregation shall submit a complete Tentative Tract Map application and pay all required application fees, or joint the Developer's application for a Tentative Tract Map in Section 4(a)(i), to subdivide the parcel identified as Assessor Parcel Number 5761-002-008 into two separate parcels in the configuration more particularly described in Attachment C, titled "Open Space Configuration." The Congregation will complete a lot tie affidavit for the two parcels to ensure they cannot be transferred separately as a condition of any Tentative Tract Map approval.

**Preservation of Retreat Center Open Space.** As a condition of any Tentative Tract Map approval in Section 3(a), Congregation shall agree to record a conservation easement in favor of the City against the northern most parcel resulting from the subdivision and apply for a rezoning of that parcel to Open Space ("Retreat Center Open Space"). The easement shall prohibit future residential development in the Retreat Center Open Space in perpetuity, but shall reserve to the Congregation all subsurface rights, including but not limited to, water and mineral rights, and all development rights consistent with the permitted uses under SMMC section 17.60.020,

as interpreted by the Administrative Interpretation, included as Attachment D. Neither Congregation or Developer will be required to improve or maintain the Retreat Center Open Space. Congregation's obligation under this Section 3(b) may be specifically enforced by the other Parties. The recordation of the conservation easement and application for rezoning shall occur concurrently with the recordation of the conservation easement required by subsection 3(c).

Preservation of Hillside Open Space. Within 60 days after the issuance of the first building permit for the Project, Congregation shall record a conservation easement in favor of the City against Assessor Parcel Number 5761-001-001 and against Assessor Parcel Number 5760-027-013 (the parcels are collectively referred to as the "Hillside Open Space"), in the configuration more particularly described in Attachment E. The easement shall prohibit future development in the Hillside Open Space in perpetuity but shall reserve to the Congregation all subsurface rights, including but not limited to, water and mineral rights. Neither Congregation or Developer will be required to improve or maintain the Hillside Open Space. Congregation's obligation under this Section 3(c) may be specifically enforced by the other Parties.

The Development Agreement does not establish the findings that need to be made to approve or disapprove a Tentative Parcel Map. However, it does establish certain preconditions to recordation of a final map, including:

- 1) Timely submittal of a tentative parcel map application;
- 2) Payment of all application fees;
- 3) Completion of a lot tie affidavit;
- 4) Recordation of a conservation easement on the newly created parcel;
- 5) Rezoning of the newly created parcel; and
- 6) Recordation of a conservation easement with respect to the Hillside Open Space parcels.

## **Title 16 – Subdivisions**

A parcel map shall be filed in the same form and have the same contents, accompanying data and reports and shall be processed in the same manner as set forth in this title for a tentative map pursuant to Title 16 of the Sierra Madre Municipal Code. All documents required under SMMC 16.12.040 and Section 16.52.040 were submitted by the Applicant. Staff reviewed the materials submitted and deemed the application complete.

## **ANALYSIS**

### **Tentative Parcel Map**

Zoning: Institutional (I) and Open Space (OS)

General Plan Designation: Institutional (I) and Natural Open Space (NOS)

Tentative Parcel Map includes the Institutional (I) and Open Space (OS) Uses.

Proposed Lots

LOT	LOT AREA (SF)	LOT AREA (AC)	ZONING	LAND USE
1	886,091	20.34	Institutional	Institutional
2	306,929	7.09	Open Space	Natural Open Space

Specific Plan

Pursuant to Specific Plan, as part of the Tentative Map process, the Congregation shall create a new legal lot, directly north of the Retreat Center, to be rezoned to the Open Space Zone and record a conservation easement prohibiting habitable structures from being constructed as provided in Figure 1-2 of the Specific Plan. The approximately 35 acres of open space hillside land 2 parcels north of the Retreat Center will also be conserved as Open Space parcels.

Site Conditions

The existing topography is sloped with a downhill grade in the north to south direction. The proposed project will not alter existing conditions, nor require demolition, grading, vegetation removal or construction. The proposal is to create Lot Two as a restricted use parcel for Open Space uses in perpetuity.

**FINDINGS**

1. The Tentative Parcel Map Statute shall comply with the provisions of the Subdivision Map Act (Government Code Section 66410 et seq.) and Title 16 of the Municipal Code. The tentative parcel map shall be denied if any of the following findings are made by the City Council:

**A. That the proposed map is not consistent with applicable general and specific plans;**

This finding cannot be made because the proposed map is consistent with the City's General Plan and the Meadows at Bailey Canyon Specific Plan §1.1 c) part of the TTM process, a new legal lot, subject to a conservation easement prohibiting habitable structures from being constructed, will be formed directly north of the Retreat Center, and will be rezoned to the Open Space zone in the City's Zoning Code.

Goal 8: Preserve existing and provide additional constructed and natural open space.

Goal 9: Preserve the hillside areas in order to protect the environment and mountain views, obtain a balance between developed areas and the hillside wilderness, and establish the role of the hillside as an entry point into wildland areas.

Objective L4: Mitigating the impacts of new development on the City's open space, trees, infrastructure, water, transit services, the character of existing development, and other public needs.

Objective L6: Development that is done in harmony with its neighborhood and preserves and protects the privacy, mountain, and basin views of neighboring properties.

Objective L17: Protecting views to and from hillside areas in order to maintain the image and identity of the City as a village of the foothills.

Objective L44: The preservation of natural open space areas as crucial to the distinctive character of Sierra Madre, and as a key feature of sustainability and public safety.

Policy L44.1: Support the purchase of hillside property by the Sierra Madre Mountains Conservancy and similar organizations.

Objective 45: Acquiring additional natural and constructed open space areas.

**B. That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans;**

This finding cannot be made because the improvement of the proposed subdivision is consistent with City's General Plan and the Meadows at Bailey Canyon Specific Plan §6.2.1 c) a new legal lot will be formed directly north of the Retreat Center. This lot will be one of three parcels to be conserved as open space and will be rezoned to the Open Space zone in the City's Zoning Code. The lot will be subject to a conservation easement prohibiting habitable structures from being constructed and will be for restricted use area.

Goal 8: Preserve existing and provide additional constructed and natural open space.

Goal 9: Preserve the hillside areas in order to protect the environment and mountain views, obtain a balance between developed areas and the hillside wilderness, and establish the role of the hillside as an entry point into wildland areas.

Objective 45: Acquiring additional natural and constructed open space areas.

**C. That the site is not physically suitable for the type of development;**

This finding cannot be made because the site is not proposed to be developed and will be maintained as Open Space (Subdivision Map Act §§ 66474(c) and 66474(d)).

The Open Space restricted use parcel is on an approximately 7.05 acre project site that was historically an unused portion north of the Mater Dolorosa Retreat Center. The site is surrounded by open spaces to the north and east, institutional uses to the south, and residential uses to the west. Access to the project site is readily available via the existing Retreat Center to the south. The subdivision does not create any modification, demolition, development or construction to the existing site.

**D. That the site is not physically suitable for the proposed density of development;**

This finding cannot be made because the site is not proposed to be developed and will be maintained as open space.

The proposed open space conservation will be for the unused portion north of the Mater Dolorosa Retreat Center. The site is surrounded by open spaces to the north and east, institutional uses to the south, and residential uses to the west.

**E. That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat;**

The design of the subdivision does not alter the existing site, nor cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat. The proposed subdivision was made a condition of DA approval and implementation, and will be carried forward to apply for approval of the proposed subdivision project. Accordingly, the design of the subdivision are not likely to cause substantial environmental damage or injure fish or wildlife or their habitat. The applicant is required to maintain existing parcels and complete a lot tie affidavit for the two parcels to ensure they cannot be transferred separately as a condition of any Tentative Parcel Map approval. In addition, as part of the TTM process, a new legal lot, subject to a conservation easement prohibiting habitable structures from being constructed, will be formed directly north of the Retreat Center, and will be rezoned to the Open Space zone in the City's Zoning Code.

**F. That the design of the subdivision or the type of improvements is likely to cause serious public health problems;**

This finding cannot be made because the design of the subdivision or type of improvements will not be detrimental to public health, safety, and welfare.

Compliance with the standards and regulations included in these conditions will ensure the project does not result in adverse impacts on the health, safety, and general welfare of the community. The applicant is required to maintain the upkeep of the hillside, and complete a lot tie affidavit for the two parcels to ensure they cannot be transferred separately as a condition of any Tentative Parcel Map approval.

**G. That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision. The governing body may approve a map if it finds that alternative easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is granted to a legislative body to determine that the public at large**

**has acquired easements for access through or use of property within the proposed subdivision.**

This finding cannot be made because the site does not contain any public access easements.

The project site is a private property owned by the Mater Dolorosa Passionist Retreat Center. Thus, no public access easements exist on the project site. One existing utility easement granted to the Los Angeles County Flood Control District for telephone lines, as shown on Sheet 2 of the vesting tentative parcel map, will remain unaffected.

Accordingly, in addition to the fact that there are no existing public access easements on the project site, the design of the subdivision or type of improvements will not conflict with easements acquired by the public at large for access through or use of the property within the proposed subdivision.

2. Pursuant to California Government Code Section 1266.02, the approving body shall make the findings and submit to the State Board of Forestry and Fire Protection no later than thirty calendar days after approving a tentative map, or a parcel map located in state responsibility areas or very high fire hazard severity zones. The findings and map(s) shall be delivered in portable document format (PDF) and submitted electronically to the Board. Subdivision Map Findings Report included herein as Attachment C.

## **ENVIRONMENTAL REVIEW**

The proposed project qualifies for a categorical exemption from CEQA pursuant to sections 15317 and 15301 of the CEQA Guidelines. Section 15317 exempts the establishment of agricultural preserves, the making and renewing of open space contracts under the Williamson Act, or the acceptance of easements or fee interests in order to maintain the open space character of the area. Section 15301 (h) exempts the operation and maintenance of existing public or private structures, facilities, and topographical features involving negligible or no expansion of use, and includes maintenance of existing landscaping, native growth, and water supply reservoirs. The subdivision of real property that does not involve any new construction or change in the existing uses, and it can be seen with certainty that there is no possibility that it may have a significant effect on the environment, is also exempt from CEQA pursuant to the "common sense" exemption in CEQA Guidelines 15061(b)(3). The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. If a development project is proposed on any of the parcels, the individual project would be subject to environmental review under CEQA once the scope of the project has been identified.

### **STRATEGIC PLAN CORRELATION**

This item correlates with Strategy PS 3.1 (maintain hillside areas) of Goal 3 (Manage Outdoor Environment) in maintaining a safe and secured community and hold brush-clearing event annually.

### **FISCAL IMPACT**

The approval of Tentative Parcel Map 24-01, including Map No. 84653, is not expected to result in any direct fiscal impact to the City. The subdivision does not involve development, construction, or infrastructure improvements and is limited to the creation of a new parcel designated as Open Space, to be preserved in perpetuity through a recorded conservation easement. While the long-term preservation of open space provides environmental and quality-of-life benefits to the community, no new revenues or expenditures are anticipated as a result of this action. Ongoing maintenance of the Open Space parcel will remain the responsibility of the property owner, with no obligation to the City.

### **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Notice of this hearing was delivered by first class mail to property owners within three thousand feet of the boundaries of the subject property in addition to the posting of a sign, providing notice of the hearing, at the entrance of the Meadows at Bailey Canyon development site. Copies of this report can be accessed on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com).

### **Attachments**

- A. City Council Resolution No. 25-23
- B. Adopted Planning Commission Resolution No. 25-01
- C. State Board of Forestry and Fire Protection Subdivision Map Findings Report
- D. Vesting Tentative Parcel Map 84653

**CITY COUNCIL RESOLUTION 25-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE  
CONDITIONALLY APPROVING A TENTATIVE PARCEL MAP 24-01 (TPM 24-01)  
MAP NO. 84653; FOR THE SUBDIVISION OF EXISTING 17.30 ACRES PARCEL TO  
CREATE NEW 7.09 ACRES RESTRICTED OPEN SPACE PARCEL IN PERPETUITY  
AT 700 NORTH SUNNYSIDE AVENUE**

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY  
RESOLVE:

**WHEREAS**, an application for a Tentative Tract Map was filed by:

**The Congregation of the Passion  
Mater Dolorosa Community  
700 North Sunnyside Avenue  
Sierra Madre, CA 91024**

**WHEREAS**, the Tentative Parcel Map can be described as:

Tentative Parcel Map No. 84653, a subdivision of an existing 17.03-acre parcel to create a 7.09-acre restricted open space parcel in perpetuity and a remaining parcel for institutional use; and

**WHEREAS**, the Tentative Parcel Map would apply to the property at 700 North Sunnyside Avenue, Sierra Madre, CA 91024, Assessor Parcel Numbers 5761-002-010; and

**WHEREAS**, on March 20, 2025, the Planning Commission adopted Planning Commission Resolution 25-01 recommending the City Council conditionally approve the Tentative Parcel Map (TPM 24-01), for the subdivision of an existing parcel to create a restricted open space parcel located at 700 North Sunnyside Avenue; and

**WHEREAS**, the proposed land subdivision is consistent with the general plan and Meadows at Bailey Canyon Specific Plan; and

**WHEREAS**, the City Council received the report and recommendations of staff; and

**WHEREAS**, following public notice, a public hearing was held before the City Council on April 22, 2025, with all testimony being received being made part of the public record; and

**WHEREAS**, at the public hearing, the City Council received written and oral evidence, all of which is deemed to be part of the record of this proceeding; and

**WHEREAS**, the proposed project qualifies for a Class 1 Categorical Exemption, pursuant to Section 15317, 15301 and 15061(b)(3), which Section 15317 exempts the

establishment of the making and renewing of open space contracts under the Williamson Act, or the acceptance of easements or fee interests in order to maintain the open space character of the area; Section 15301 (h) exempts the operation and maintenance of existing topographical features involving negligible or no expansion of use; and Section 15061(b)(3) covered the common sense exemption that the subdivision of real property that does not involve any new construction or change in the existing uses, and it can be seen with certainty that there is no possibility that it may have a significant effect on the environment, the activity is not subject to the California Environmental Quality Act (CEQA);

**NOW THEREFORE**, in consideration of the evidence received at the hearing, and for the reasons discussed by the City Council at said hearing, the City Council now finds as follows:

**SECTION 1. Recitals.** The Recitals above are true and correct and incorporated herein by reference.

**SECTION 2.1. Findings for approval of a tentative parcel map.** Pursuant to Sierra Madre Municipal Code Section 16.12.080, any action taken by the City Council shall be supported by the findings required in Sections 66427.1, 66473.5, 66474, and 66474.6 of the California Government Code and Section 21100 of the California Public Resources Code.

**SECTION 2.2.** Government Code Section 66473.5 requires the proposed subdivision to be consistent with a general plan or a specific plan only if the local agency has officially adopted such a plan and the proposed subdivision or land use is compatible with the objectives, policies, general land uses, and programs specified in such a plan.

**SECTION 2.3.** Pursuant to California Government Code Section 66474.6, the proposed subdivision does not violate existing requirements prescribed by a California regional water quality control board pursuant to Division 7 (commencing with Section 13000) of the Water Code, thus disapproval of the proposal may not be found on this basis.

**SECTION 2.4.** Pursuant to Sierra Madre Municipal Code and California Government Code Section 66474, the tentative tract map or parcel map shall be denied if any of the following findings are made by the City Council:

**A. That the proposed map is not consistent with applicable general and specific plans;**

This finding cannot be made because the proposed map is consistent with the City's General Plan and the Meadows at Bailey Canyon Specific Plan adopted in 2022.

Goal 2: Preserve and enhance the diversity in the character of residential neighborhoods ensuring that new development is compatible in its design and scale with older established development in the surrounding neighborhood without attempting to replicate or mass produce a style of development.

Goal 4: Ensure that development is done to maximize water conservation practices to reduce and minimize the impact on the City's local water supply and the ability to serve its water customers.

Goal 5: Institute conservation measures so that the demand for water matches the City's local supply.

Goal 8: Preserve existing and provide additional constructed and natural open space.

Goal 9: Preserve the hillside areas in order to protect the environment and mountain views, obtain a balance between developed areas and the hillside wilderness, and establish the role of the hillside as an entry point into wildland areas.

Objective L1: Continuing the existing pattern of residential housing development.

Objective L4: Mitigating the impacts of new development on the City's open space, trees, infrastructure, water, transit services, the character of existing development, and other public needs.

Objective L6: Development that is done in harmony with its neighborhood and preserves and protects the privacy, mountain, and basin views of neighboring properties.

Objective L17: Protecting views to and from hillside areas in order to maintain the image and identity of the City as a village of the foothills.

Objective L44: The preservation of natural open space areas as crucial to the distinctive character of Sierra Madre, and as a key feature of sustainability and public safety.

**B. That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans;**

This finding cannot be made because the improvement of the proposed subdivision is consistent with City's General Plan and the Meadows at Bailey Canyon Specific Plan adopted in 2022.

Goal 3: Ensure that development is done in harmony with its neighborhood, and preserves and protects privacy and mountain views of neighboring properties.

Goal 1.0: Maintain and enhance the quality of existing housing and ensure that new residential development is consistent with Sierra Madre's small town character.

Goal 5.0: Promote environmental sustainability through support of existing and new development which minimizes reliance on natural resources.

Objective L7: Development that is compatible in its design and scale with the neighborhood.

**C. That the site is not physically suitable for the type of development;**

This finding cannot be made because the site is physically suitable for residential development (Subdivision Map Act §§ 66474(c) and 66474(d)).

The residential development is on an approximately 17-acre project site that was historically an unused portion of the adjacent Mater Dolorosa Retreat Center. The project site is surrounded by urban land uses to the north, residential land uses to the west, and south. To the east of the project site is a large flood control facility. As a result of the surrounding residential and institutional land uses to the north, west, and south, the project site is served by existing utilities and infrastructure. Access to the project site is readily available via existing public streets to the south and east. The project site does not contain any habitat for sensitive plant or animal species, as noted in Chapter 4.4 of the certified Final Environmental Impact Report ("FEIR") prepared in connection with the adoption of the SP in compliance with the California Environmental Quality Act, nor is the project located within any sensitive ecological area or designated habitat conservation area. Furthermore, a geotechnical analysis included in Chapter 4.7 of the FEIR notes soils within the project site are suitable for removal and recompaction to support residential development. No unusual soil conditions were discovered upon the completion of a preliminary geotechnical investigation, as described in the FEIR. Proposed grading for the proposed subdivision includes a maximum slope ratio of 2:1 and the project will result in approximately 1,300 cubic yards of import. The project site is not subject to known geologic hazards, such as fault zones. A final geotechnical investigation will be prepared prior to the issuance of building permits for the project, which will demonstrate compliance with the California Building Code and all applicable geologic hazards regulations.

- D. That the site is not physically suitable for the proposed density of development;**  
This finding cannot be made because the project site is physically suitable for the proposed density of subdivision development.

The proposed density of the approximately 17-acre project site is the unused portion of the adjacent Mater Dolorosa Retreat Center is surrounded by urban land uses to the north, and residential low-density development to the west and south. To the east of the project site is a large flood control facility. The proposed residential low density is consistent and continues with the adjacent single-family residential urban fabric in structures, streets, sidewalks, and open spaces.

- E. That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat;**

The design of the subdivision does not cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat. All potential significant impacts arising from the development of the residential subdivision, including those related to biological resources, historical resources, noise, transportation, utilities, and tribal cultural resources will be mitigated below a level of significance, as stated in the FEIR. No significant and unavoidable impacts will occur as a result of the proposed subdivision project. Implementation of the mitigation monitoring and reporting program ("MMRP"), which was made a condition of SP approval and implementation, and will be carried forward to apply for approval of the proposed subdivision project, will ensure that any potential environmental impacts will be reduced to the maximum extent feasible.

Furthermore, the project site is characterized by disturbed, fallow land that has been subject to regular maintenance and is surrounded by urban land uses to the north, west, and south. The site does not contain suitable habitat for any special status plants or species, as explained in detail in Chapter 4.4 of the certified FEIR. The project site is not located within a designated habitat conservation area, nor does the project result in impacts to designated environmentally sensitive lands.

Accordingly, the design of the subdivision and proposed improvements are not likely to cause substantial environmental damage or injure fish or wildlife or their habitat.

**F. That the design of the subdivision or the type of improvements is likely to cause serious public health problems;**

This finding cannot be made because the design of the subdivision or type of improvements will not be detrimental to public health, safety, and welfare.

The project would subdivide an approximately 17-acre undeveloped site into 49 total lots; 42 residential lots, one public park lot, and six open space lots, consistent with the requirements and standards found within the Meadows at Bailey Canyon Specific Plan. The project site is primarily characterized by disturbed, fallow land that was previously a part of the Mater Dolorosa Passionist Retreat Center and is surrounded by urban land uses to the north, west, and south. The conditions of approval proposed to be adopted in connection with the proposed subdivision require the proposed project to comply with all applicable provisions of the California Building Code, California Energy Code, California Water Code, California Fire Code, California Plumbing Code, California Electrical Code, California Mechanical Code, and California Green Building Standards Code. Furthermore, the project is also conditioned to comply with all water quality standards and obtain coverage under a statewide General Construction Activities Stormwater Permit in accordance with the requirements of the City's NPDES municipal stormwater permit. Prior to construction, the project is required to prepare a Storm Water Pollution Prevention Plan ("SWPPP") and a Stormwater Quality Management Plan ("SWQMP"), which will include construction best management practices, on-site biofiltration and hydromodification features, and ongoing permanent BMP maintenance. Any short-term erosion and sedimentation impacts associated with the project would be addressed through conformance with applicable regulations of the City stormwater permit and NPDES standards.

Compliance with these regulations during and after project construction will be enforced through building inspections by the City's building inspectors. Compliance with the standards and regulations included in these conditions will ensure the project does not result in adverse impacts on the health, safety, and general welfare of the community.

Moreover, as in the FEIR, all potentially significant impacts, including those related to biological resources, historical resources, noise, transportation, utilities, geology, hydrology, and tribal cultural resources will be mitigated below a level of significance. No significant and unavoidable impacts occur as a result of the proposed project. Implementation of the mitigation monitoring and reporting program ("MMRP"), which was adopted and made a condition of SP approval and will be carried forward and made

a condition of approval of the proposed subdivision will ensure that any potential environmental impacts will be reduced to the maximum extent feasible.

- G. That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision. The governing body may approve a map if it finds that alternative easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision.**

This finding cannot be made because the subdivision does not conflict with the easement for access through or use of property within the proposed subdivision.

Prior to the approval of the SP, the project site was private property owned by the Mater Dolorosa Passionist Retreat Center. Thus, no public access easements exist on the project site. Seventeen (17) existing utility easements will be modified or quitclaimed, as shown on Sheet 2 of the tentative tract map. All quitclaims are related to the relocation of existing utility infrastructure into proposed public streets. All existing utility easements have been accommodated by the project design and will be relocated, as shown on the tentative tract map. Alongside the construction of new utilities and infrastructure, the City will be granted easements related to access, ingress and egress, storm drain, water lines, and sewer lines. Electric lines will be maintained in their current locations, with existing easements granted to Southern California Edison unaffected. Easements will also be granted to the Los Angeles County Flood Control District for maintenance of the storm drain system.

Accordingly, in addition to the fact that there are no existing public access easements on the project site, as a result of these newly granted and/or relocated easements, the design of the subdivision or type of improvements will not conflict with easements acquired by the public at large for access through or use of the property within the proposed subdivision.

**SECTION 3. State Board of Forestry and Fire Protection.** Pursuant to Government Code Section 1266.02, for tentative or parcel maps approved in very high fire hazard severity zones, the approving body is required to make and submit two findings to the State Board of Forestry and Fire Protection within 30 calendar days of map approval. The City Council confirms the findings and map(s) included herein as Attachment C and D, directs staff to submit the findings to the State Board of Forestry and Fire Protection.

**SECTION 4. Environmental.** The proposed project qualifies for a categorical exemption from CEQA pursuant to sections 15317 and 15301 of the CEQA Guidelines. Section 15317 exempts the establishment of agricultural preserves, the making and renewing of open space contracts under the Williamson Act, or the acceptance of easements or fee interests in order to maintain the open space character of the area. Section 15301 (h) exempts the operation and maintenance of existing public or private

structures, facilities, and topographical features involving negligible or no expansion of use, and includes maintenance of existing landscaping, native growth, and water supply reservoirs. The subdivision of real property that does not involve any new construction or change in the existing uses, and it can be seen with certainty that there is no possibility that it may have a significant effect on the environment, is also exempt from CEQA pursuant to the “common sense” exemption in CEQA Guidelines 15061(b)(3). The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. If a development project is proposed on any of the parcels, the individual project would be subject to environmental review under CEQA once the scope of the project has been identified.

**SECTION 5. Housing Accountability Act.** Pursuant to California Government Code Section 65589.5, subdivision (j), and whereas findings for approval of a Tentative Tract Map is consistent with this section of the California Government Code, the City Council hereby finds that the proposed subdivision project will not have a significant, quantifiable, direct, and unavoidable impact upon the public health or safety. Thusly, grounds for disapproval of the project may not be made upon this basis nor shall the project be conditioned to require development at a lower density.

**SECTION 6. Severability.** If any sections, subsections, subdivisions, paragraph, sentence, clause or phrase of this Ordinance or any part hereof or exhibit hereto is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portions of this Ordinance or any part thereof or exhibit thereto. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that anyone or more sections, subsections, subdivisions, paragraph, sentences, clauses or phrases be declared invalid.

**SECTION 7. Certification.** The City Clerk shall attest to the passage and adoption of this Resolution by the City Council and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED, AND ADOPTED** the 22nd day of April, 2025, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Robert Parkhurst, Mayor  
City of Sierra Madre

ATTEST:

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Laura Aguilar, City Clerk

I LAURA AGUILAR, CITY CLERK OF THE CITY OF SIERRA MADRE, hereby certify that the foregoing Resolution Number was adopted by the City Council of the City of Sierra Madre at the regular meeting held on the 22<sup>nd</sup> day of April 2025.

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EXHIBIT A  
CITY COUNCIL RESOLUTION 25-23  
TENTATIVE PARCEL MAP 24-01

CONDITIONS OF APPROVAL

1. This project shall expire 24 months following approval, as provided by Sierra Madre Municipal Code Section §16.12.100.
2. The applicant may file for an extension of time, not to exceed 24 months, at least 30 days prior to expiration, in accordance with SMMC §16.12.100(B).
3. The property shall be developed and maintained in substantial conformance with the Meadows Specific Plan (the "SP") and Development Agreement (the "DA"), as adopted by Ordinance No. 1461. The applicant shall comply with all of the requirements of the SP and DA.
4. The Congregation will complete a lot tie affidavit for the two parcels to ensure they cannot be transferred separately as a condition of any Tentative Map approval pursuant to DA §3(a).
5. The Congregation shall agree to record a conservation easement in favor of the City against the northern most parcel resulting from the subdivision and apply for a rezoning of that parcel to Open Space. The recordation of the conservation easement and application for rezoning shall occur concurrently with the recordation of the conservation easement as provided by DA §3(b).
6. The easement shall prohibit future development in the Hillside Open Space in perpetuity but shall reserve to the Congregation all subsurface rights, including but not limited to, water and mineral rights. Neither Congregation or Developer will be required to improve or maintain the Hillside Open Space. Congregation's obligation under this Section 3(c) may be specifically enforced by the other Parties, in accordance with DA §3(c).
7. The applicant shall comply with all inspection requirements as deemed necessary by the fire code official and building official of the City of Sierra Madre.
8. All stormwater runoff passing through the site shall be accepted and conveyed across the property in a manner acceptable to the City Engineer. For all stormwater runoff falling on the site, on-site retention or other facilities approved by the City Engineer shall be required to contain the increased stormwater runoff generated by the development of the property. Provide a hydrology study to determine the increased stormwater runoff due to development of the site, and to determine required stormwater runoff mitigation measures for the proposed development. Final retention basin sizing and other stormwater runoff mitigation measures shall be determined upon review and approval of the hydrology study by the City Engineer and may require redesign or changes to site configuration or layout consistent with the findings of the final hydrology study. The increased stormwater runoff to retain on-site shall be determined by comparing the existing "pre-developed" condition and proposed "developed" condition, using the 100-year frequency storm.

9. The applicant shall submit a final map, be prepared by a California registered Land Surveyor or qualified Civil Engineer, to the Public Works Engineering Division for review and approval. A Title Report prepared for subdivision guarantee for the subject property, the traverse closures for the existing parcel and all lots created therefrom, and copies of record documents shall be submitted to the Public Works Engineering Division as part of the review of the Map. The Final Map shall be approved by the City Council.
10. The plans shall be approved by the City prior to approval of the Final Map.
11. Any projects that will disturb one acre or more of land. Therefore, the applicant must obtain coverage under a statewide General Construction Activities Stormwater Permit (General Permit). In accordance with the General Permit, the applicant shall file with the State a Notice of Intent (NOI) for the proposed project. Prior to issuance of grading permit by the City, the applicant shall have approved by the City Engineer a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP shall include a copy of the NOI and shall reference the corresponding Waste Discharge Identification (WDID) number issued by the State upon receipt of the NOI.
12. Any projects under the City's NPDES Municipal Stormwater Permit as a development with equal to one acre or greater of disturbed area that adds more than 10,000 square feet of impervious surface area. Prior to issuance of grading permit, the applicant shall have approved by the City Engineer, an Urban Stormwater Mitigation Plan (USMP) that incorporates appropriate post construction Best Management Practices (BMPs), maximizes pervious surfaces, and includes infiltration into the design of the project.
13. The on-site sewer and water systems shall be publicly maintained. Water and sewer area studies shall be reviewed and approved by the City of Sierra Madre prior to the issuance of a building permit.
14. The applicant shall submit sewer and water improvement plans by a registered California Civil Engineer to the Public Works division for review. The plans shall be approved prior to the approval of the Final Map.
15. Prior to, or concurrent with, the recordation of a final map for the project, the applicant shall dedicate all necessary sewer and water easements to the City of Sierra Madre.
16. Fire apparatus access roads must be maintained in accordance with applicable requirements of the California Fire Code.

# ATTACHMENT

## PLANNING COMMISSION RESOLUTION 25-01

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SIERRA MADRE RECOMMENDING THE CITY COUNCIL CONDITIONALLY APPROVE TENTATIVE PARCEL MAP 24-01 (TPM 24-01) MAP NO. 84653; FOR THE SUBDIVISION OF AN EXISTING 17.30 ACRES PARCEL TO CREATE NEW 7.09 ACRES RESTRICTED OPEN SPACE PARCEL IN PERPETUITY AT 700 NORTH SUNNYSIDE AVENUE**

THE PLANNING COMMISSION OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:

**WHEREAS**, an application for a Tentative Parcel Map was filed by:

**The Congregation of the Passion  
Mater Dolorosa Community  
700 North Sunnyside Avenue  
Sierra Madre, CA 91024**

**WHEREAS**, the Tentative Parcel Map can be described as:

Tentative Parcel Map No. 84653, a subdivision of an existing 17.03-acre parcel to create a 7.09-acre restricted open space parcel in perpetuity and a remaining parcel for institutional use;

**WHEREAS**, the Tentative Parcel Map would apply to the property at 700 North Sunnyside Avenue, Sierra Madre, CA 91024, Assessor Parcel Numbers 5761-002-010;

**WHEREAS**, on March 20<sup>th</sup>, 2025, the Planning Commission received the report and recommendations of staff;

**WHEREAS**, following public notice, a public hearing was held before the Planning Commission on March 20<sup>th</sup>, 2025, with all testimony received being made part of the public record;

**WHEREAS**, at the said public hearing, the Planning Commission received written and oral evidence, all of which is deemed to be part of the record of this proceeding;

**WHEREAS**, on March 20<sup>th</sup>, 2025, the Planning Commission adopted Planning Commission Resolution 25-01 recommending the City Council conditionally approve the Tentative Parcel Map (TPM 24-01), for the subdivision of an existing parcel to create a restricted open space parcel located at 700 North Sunnyside Avenue; and

**WHEREAS**, the proposed land subdivision is consistent with the general plan and

Meadows at Bailey Canyon Specific Plan; and

**WHEREAS**, the proposed project qualifies for a Class 1 Categorical Exemption, pursuant to Section 15317, 15301 and 15061(b)(3), which Section 15317 exempts the establishment of the making and renewing of open space contracts under the Williamson Act, or the acceptance of easements or fee interests in order to maintain the open space character of the area; Section 15301 (h) exempts the operation and maintenance of existing topographical features involving negligible or no expansion of use; and Section 15061(b)(3) covered the common sense exemption that the subdivision of real property that does not involve any new construction or change in the existing uses, and it can be seen with certainty that there is no possibility that it may have a significant effect on the environment, the activity is not subject to the California Environmental Quality Act (CEQA);

**NOW THEREFORE**, in consideration of the evidence received at the hearing, and for the reasons discussed by the Planning Commission at said hearing, Planning Commission now finds as follows:

**SECTION 1. Recitals.** The Recitals above are true and correct and incorporated herein by reference.

**SECTION 2.1. Findings for approval of a tentative parcel map.** Pursuant to Government Code Section 66474 and Sierra Madre Municipal Code Section 16.12.080, any action taken by the City Council shall be supported by the findings required in Sections 66473.5, 66474, and 66474.6 of the California Government Code and Section 21100 of the California Public Resources Code.

**SECTION 2.2.** Government Code Section 66473.5 requires the proposed subdivision to be consistent with a general plan or a specific plan only if the local agency has officially adopted such a plan and the proposed subdivision or land use is compatible with the objectives, policies, general land uses, and programs specified in such a plan.

**SECTION 2.3.** Pursuant to California Government Code Section 66474.6, the proposed subdivision does not violate existing requirements prescribed by a California regional water quality control board pursuant to Division 7 (commencing with Section 13000) of the Water Code, thus disapproval of the proposal may not be found on this basis.

**SECTION 2.4.** Pursuant to Sierra Madre Municipal Code and California Government Code Section 66474, the tentative tract map or parcel map shall be denied if any of the following findings are made by the Planning Commission:

**A. That the proposed map is not consistent with applicable general and specific plans;**

This finding cannot be made because the proposed map is consistent with the City's General Plan and the Meadows at Bailey Canyon Specific Plan §1.1 c) part of the TTM process, a new legal lot, subject to a conservation easement prohibiting habitable structures from being constructed, will be formed directly north of the Retreat Center, and will be rezoned to the Open Space zone in the City's Zoning Code.

Goal 8: Preserve existing and provide additional constructed and natural open space.

Goal 9: Preserve the hillside areas in order to protect the environment and mountain views, obtain a balance between developed areas and the hillside wilderness, and establish the role of the hillside as an entry point into wildland areas.

Objective L4: Mitigating the impacts of new development on the City's open space, trees, infrastructure, water, transit services, the character of existing development, and other public needs.

Objective L6: Development that is done in harmony with its neighborhood and preserves and protects the privacy, mountain, and basin views of neighboring properties.

Objective L17: Protecting views to and from hillside areas in order to maintain the image and identity of the City as a village of the foothills.

Objective L44: The preservation of natural open space areas as crucial to the distinctive character of Sierra Madre, and as a key feature of sustainability and public safety.

Policy L44.1: Support the purchase of hillside property by the Sierra Madre Mountains Conservancy and similar organizations.

Objective 45: Acquiring additional natural and constructed open space areas.

**B. That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans;**

This finding cannot be made because the improvement of the proposed subdivision is consistent with City's General Plan and the Meadows at Bailey Canyon Specific Plan §6.2.1 c) a new legal lot will be formed directly north of the Retreat Center. This lot will be one of three parcels to be conserved as open space and will be rezoned to the Open Space zone in the City's Zoning Code. The lot will be subject to a conservation easement prohibiting habitable structures from being constructed and will be for restricted use area.

Goal 8: Preserve existing and provide additional constructed and natural open space.

Goal 9: Preserve the hillside areas in order to protect the environment and mountain views, obtain a balance between developed areas and the hillside wilderness, and establish the role of the hillside as an entry point into wildland areas.

Objective 45: Acquiring additional natural and constructed open space areas.

**C. That the site is not physically suitable for the type of development;**

This finding cannot be made because the site is not proposed to be developed and will be maintained as Open Space (Subdivision Map Act §§ 66474(c) and 66474(d)).

The Open Space restricted use parcel is on an approximately 7.05 acre project site that was historically an unused portion north of the Mater Dolorosa Retreat Center. The site is surrounded by open spaces to the north and east, institutional uses to the south, and residential uses to the west. Access to the project site is readily available via the existing Retreat Center to the south. The subdivision does not create any modification, demolition, development or construction to the existing site.

**D. That the site is not physically suitable for the proposed density of development;**

This finding cannot be made because the site is not proposed to be developed and will be maintained as open space.

The proposed open space conservation will be for the unused portion north of the Mater Dolorosa Retreat Center. The site is surrounded by open spaces to the north and east, institutional uses to the south, and residential uses to the west.

**E. That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat;**

The design of the subdivision does not alter the existing site, nor cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat. The proposed subdivision was made a condition of Development Agreement approval and implementation, and will be carried forward to apply for approval of the proposed subdivision project. Accordingly, the design of the subdivision are not likely to cause substantial environmental damage or injure fish or wildlife or their habitat. The applicant is required to maintain the existing parcels, and complete a lot tie affidavit for the two parcels to ensure they cannot be transferred separately as a condition of any Tentative Parcel Map approval. In addition, as part of the TTM process, a new legal lot, subject to a conservation easement prohibiting habitable structures from being constructed, will be formed directly north of the Retreat Center, and will be rezoned to the Open Space zone in the City's Zoning Code.

**F. That the design of the subdivision or the type of improvements is likely to cause serious public health problems;**

This finding cannot be made because the design of the subdivision or type of improvements will not be detrimental to public health, safety, and welfare.

Compliance with the standards and regulations included in these conditions will ensure the project does not result in adverse impacts on the health, safety, and general welfare of the community. The applicant is required to maintain the upkeep of the hillside, and complete a lot tie affidavit for the two parcels to ensure they cannot be transferred separately as a condition of any Tentative Parcel Map approval.

- G. That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision. The governing body may approve a map if it finds that alternative easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision.**

This finding cannot be made because the site does not contain any public access easements.

The project site is a private property owned by the Mater Dolorosa Passionist Retreat Center. Thus, no public access easements exist on the project site. One existing utility easement granted to the Los Angeles County Flood Control District for telephone lines, as shown on Sheet 2 of the tentative parcel map, will remain unaffected.

Accordingly, in addition to the fact that there are no existing public access easements on the project site, the design of the subdivision or type of improvements will not conflict with easements acquired by the public at large for access through or use of the property within the proposed subdivision.

**SECTION 3. State Board of Forestry and Fire Protection.** Pursuant to Government Code Section 1266.02, for tentative or parcel maps approved in very high fire hazard severity zones, the approving body is required to make and submit two findings to the State Board of Forestry and Fire Protection within 30 calendar days of map approval. The Planning Commission confirms the findings and map(s) included herein as Attachment C and, upon City Council approval, directs the Clerk of the Board to the submit the findings to the State Board of Forestry and Fire Protection.

**SECTION 4. Environmental Exemption.** The proposed project qualifies for a categorical exemption from CEQA pursuant to sections 15317 and 15301 of the CEQA Guidelines. Section 15317 exempts the establishment of agricultural preserves, the making and renewing of open space contracts under the Williamson Act, or the acceptance of easements or fee interests in order to maintain the open space character

of the area. Section 15301 (h) exempts the operation and maintenance of existing public or private structures, facilities, and topographical features involving negligible or no expansion of use, and includes maintenance of existing landscaping, native growth, and water supply reservoirs. The subdivision of real property that does not involve any new construction or change in the existing uses, and it can be seen with certainty that there is no possibility that it may have a significant effect on the environment, is also exempt from CEQA pursuant to the "common sense" exemption in CEQA Guidelines 15061(b)(3). The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. If a development project is proposed on any of the parcels, the individual project would be subject to environmental review under CEQA once the scope of the project has been identified.

**SECTION 5. Records of Proceeding.** Pursuant to Public Resources Code Section 21081.6 and 14 CCR 15091(e), the City Clerk will serve as the custodian of record. The documents and materials that constitute the record of proceedings on which this Resolution has been based are located at 232 W. Sierra Madre Boulevard, Sierra Madre, California.

**SECTION 6. Severability.** If any sections, subsections, subdivisions, paragraph, sentence, clause or phrase of this Resolution or any part hereof or exhibit hereto is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portions of this Resolution or any part thereof or exhibit thereto. The Planning Commission hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that anyone or more sections, subsections, subdivisions, paragraph, sentences, clauses or phrases be declared invalid.

**SECTION 7. Certification.** The Director of Planning and Community Preservation shall attest to the passage and adoption of this Resolution by the Planning Commission and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED, AND ADOPTED** the 20th day of March, 2025, by the following vote:

AYES: Chair Thomas Denison, Commissioner Kevin Brennan, Commissioner Christine Moran, Commissioner Yong Yoo

NOES:

ABSTAIN:

ABSENT: Vice-Chair Patrick Simcock



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Thomas Denison, Chair  
Planning Commission

**I HEREBY CERTIFY** the foregoing Resolution was duly adopted by the Planning Commission of the City of Sierra Madre, California, at a regular meeting held on the 20th day of March, 2025.



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Clare Lin, Director  
Planning and Community Preservation Department

# Subdivision Map Findings Report Board of Forestry and Fire Protection



January 2022

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## Purpose and Background

For tentative or parcel maps approved in state responsibility areas (SRA) or very high fire hazard severity zones (VH), the approving body is required to make and submit two findings to the State Board of Forestry and Fire Protection (Board) within 30 calendar days of map approval (14 CCR § 1266.02).

The required findings are as follows:

(1) A finding supported by substantial evidence in the record that the subdivision is consistent with:

(A) regulations adopted by the State Board of Forestry and Fire Protection pursuant to Sections 4290 and 4291 of the Public Resources Code, or

(B) consistent with local ordinances certified by the State Board of Forestry and Fire Protection as meeting or exceeding the state regulations.

(2) A finding supported by substantial evidence in the record that structural fire protection and suppression services will be available for the subdivision through any of the following entities:

(A) A county, city, special district, political subdivision of the state, or another entity organized solely to provide fire protection services that is monitored and funded by a county or other public entity.

(B) The Department of Forestry and Fire Protection by contract entered into pursuant to Section 4133, 4142, or 4144 of the Public Resources Code.

(14 CCR § 1266.01.)

## Site information

Subdivision name: The Meadows at Bailey Canyon

Jurisdiction name: City of Sierra Madre

Point of contact: Clare Lin, Director of Planning & Community Preservation

Mailing address: 232 W Sierra Madre Blvd, Sierra Madre, CA 91024

Email address: [clin@sierramadreca.gov](mailto:clin@sierramadreca.gov)

Phone number: (626)355-1536

Fax number: n/a

Subdivision is located within:  State Responsibility Area  LRA Very High Fire Hazard Severity Area

## Map approval information

Name of meeting at which tentative and/or parcel maps were approved: Planning Commission Meeting

Meeting date: 3/20/2025

Meeting location: City Hall Council Chambers; 232 W Sierra Madre Blvd, Sierra Madre, CA 91024

Meeting agenda and agenda item number: Item 7A for **TENTATIVE PARCEL MAP 25-01, INCLUDING MAP NO. 84653, FOR THE SUBDIVISION OF AN EXISTING PARCEL TO CREATE A NEW RESTRICTED OPEN SPACE PARCEL IN PERPETUITY AT 700 NORTH SUNNYSIDE AVENUE.**

Relevant staff report(s): See page 62 here:

<https://meetings.municode.com/d/f?u=https://mccmeetings.blob.core.usgovcloudapi.net/siermad-pubu/MEET-Packet-502d126cfa854cc8987b9ce11a299f18.pdf&n=AgendaPacket-Planning%20Commission%20Meeting-March%202020,%202025%205.30%20PM.pdf>

## Finding 1: Compliance with Requirements in Regulations implementing PRC 4290 and 4291

In the column titled "Attached supporting evidence", please provide reference to attached materials showing compliance with the corresponding requirement. Such documents may include but are not limited to maps, subdivision plans, and landscape plans. If an exception has been granted, please provide substantial evidence showing compliance with the requirements pursuant to 14 CCR 1270.06.

### Section 1: PRC 4290 – SRA/Very High Fire Hazard Severity Zone Fire Safe Regulations

Check this box if a local ordinance has been certified by the Board in accordance with the regulations implementing PRC 4290.

### Emergency Access and Egress

Requirements	Meets	Attached supporting evidence
<a href="#">14 CCR Ch. 7 § 1273.01 Width</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.02. Road Surfaces</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.03. Grades</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.04. Radius</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.05. Turnarounds</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.06. Turnouts</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.07. Road and Driveway Structures</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.08. Dead-end Roads</a>	<input type="checkbox"/>	N/A
<a href="#">§ 1273.09. Gate Entrances</a>	<input type="checkbox"/>	N/A

### Signing and Building Numbering

Requirements	Meets	Attached supporting evidence
<u>14 CCR Ch. 7 § 1274.01 Road Signs</u>	<input type="checkbox"/>	N/A
<u>§ 1274.02. Road Sign Installation, Location and Visibility</u>	<input type="checkbox"/>	N/A
<u>§ 1274.03. Addresses for Buildings</u>	<input type="checkbox"/>	N/A
<u>§ 1273.04. Address Installation, Location, and Visibility</u>	<input type="checkbox"/>	N/A

### Emergency Water Standards

Requirements	Meets	Attached supporting evidence
<u>14 CCR Ch. 7 § 1275.02. Water Supply</u>	<input type="checkbox"/>	N/A
<u>§ 1275.03. Hydrants and Fire Valves</u>	<input type="checkbox"/>	N/A
<u>§ 1275.04. Signing of Water Sources</u>	<input type="checkbox"/>	N/A

### Fuel Modification Standards

Requirements	Meets	Attached supporting evidence
<u>14 CCR Ch. 7 § 1276.01. Setback for Structure Defensible Space.</u>	<input type="checkbox"/>	N/A
<u>§ 1276.02. Maintenance of Defensible Space Measures</u>	<input type="checkbox"/>	N/A
<u>§ 1276.03. Disposal of Flammable Vegetation and Fuels</u>	<input type="checkbox"/>	N/A
<u>§ 1276.04. Greenbelts.</u>	<input type="checkbox"/>	N/A

### Verification of Compliance

The undersigned verifies that the subdivision for which this report is written complies with the requirements in the SRA/Very High Fire Hazard Severity Zone Fire Safe Regulations, or any local ordinances certified by the Board under 14 CCR 1270.03.

X N/A

Print name:

Title of signing county official:

**Section 2: PRC 4291 – Fire Hazard Reduction Around Buildings and Structures**

Requirement	Meets	Attached supporting evidence
<u>14 CCR Ch.7 § 1299.03 (a)(1)-(4) Zone 1 Requirements</u> (applicable 0-30 feet from each building or structure or to property line, whichever comes first)	<input type="checkbox"/>	N/A
<u>§ 1299.03 (b)(1)-(2) Zone 2 Requirements</u> (applicable 30-100 feet from each building or structure but not past property lines)	<input type="checkbox"/>	N/A
<u>§ 1299.03 (c)(1)-(2) Requirements for both Zones 1 and 2</u>	<input type="checkbox"/>	N/A

**Finding 2: Structural fire protection and suppression services**

Structural fire protection and suppression services must be available to the subdivision through any of the following entities. Please mark which type of fire service entity applies to this subdivision and reference attached evidence.

Fire Protection Entity		Attached supporting evidence
A county, city, special district, political subdivision of the state, or another entity organized solely to provide fire protection services that is monitored and funded by a county or other public entity.	<input type="checkbox"/>	N/A
The Department of Forestry and Fire Protection by contract entered into pursuant to Section 4133, 4142, or 4144 of the Public Resources Code.	<input type="checkbox"/>	N/A

Local fire official description of how structural fire protection and suppression services will be provided:

If a) is checked above, name of entity providing fire protection services:

Subdivision of the property is not required to comply with Section 4290 or 4291 of the Public Resources Code, as there will be no development of the parcel. The subdivision creates an open space parcel to be restricted for that use in perpetuity.

**Local fire official verification**

X Sandie Hastings

Print name: Sandie Hastings

Title: Principal Project Manager,  
Dennis Grubb & Associates



