



# City of Sierra Madre AGENDA REPORT

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

*Susan Spears, City Treasurer*

TO: Honorable Mayor and City Council

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

REVIEWED BY: Jose Reynoso, City Manager

DATE: May 27, 2025

**SUBJECT: CONSIDERATION TO RECEIVE AND FILE THE 2025 ANNUAL REPORT OF THE DEVELOPEMNT AGREEMENT FOR THE MEADOWS AT BAILEY CANYON PROJECT LOCATED AT 700 NORTH SUNNYSIDE**

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## **STAFF RECOMMENDATION**

It is recommended that the City Council receive and file the Annual Report from the Developer pursuant to the Development Agreement.

## **SUMMARY**

On May 23, 2023, the City Council adopted Resolution 23-41, causing Ordinance No. 1461 and the associated Development Agreement for the Meadows at Bailey Canyon project with NUWI-Sierra Madre, LLC and the Congregation of Passion, Mater Dolorosa Community ("Development Agreement") to take effect. Development Agreement Section 4(m) requires the Developer to submit an Annual Report to the City within 30 days of the anniversary of its effective date.

## **ANALYSIS**

The City Council adopted Resolution No. 23-41 on May 23, 2023, certifying the results of the special election rejecting the referendum and causing Ordinance No. 1461 to take effect. This action encompassed the adoption of the Specific Plan, approval of a zoning map amendment, and approval of the Development Agreement.

According to Section 4(m) of the Development Agreement, within 30 days of the one-year anniversary of the Effective date, and annually thereafter until the issuance of a Certificate of Occupancy for the last single-family residential unit of the project, the developer, NUWI-Sierra, is required to submit an annual report(included as Attachment A) including a progress report, a list of remaining tasks, and details on the expected competition:

- A. Recordation of the conservation easements and lot tie affidavit pursuant to Section 3;
- B. Application for subsequent land use entitlements pursuant to Section 4(a);
- C. Design, dedication, and development of the Public Park pursuant to Section 4(b);

- D. Formation of a CFD pursuant to Section 4(c);
- E. Attainment of Net Zero Water pursuant to Section 4(d);
- F. Construction of Utilities pursuant to Section 4(e);
- G. Construction of low impact development improvements pursuant to Section 4(f);
- H. Payment of Development Impact Fees pursuant to Section 4(g);
- I. Initiatives to encourage electric appliances pursuant to Section 4(h); and
- J. Progress on the completion of the offsite improvements pursuant to Section 4(i).

On February 27, 2024, the Meadows at the Bailey Canyon project received approval of Tentative Tract Map No. 83966. Subsequently, on April 25, 2024, the Community Services Commission convened a special meeting to review the development plans for the Public Park. The Community Services Commission completed three public workshops and the commission voted unanimously to support of the final design. The public park is anticipated to be constructed, dedicated to the City, and open to the public in summer of 2026.

On December 19, 2024, Final Map application was submitted to the City and is pending on on-going site improvement plans to be approved.

On March 11, 2025, the Los Angeles County Flood Control District recorded an easement granted to the City for public road improvements on Carter Avenue. Construction on the offsite improvements are anticipated to begin in the summer of 2025.

On April 22, 2025, with the Planning Commission's recommendation to the City Council, the City Council approved the tentative parcel map to create an open space parcel at the northernmost portion of the Mater Dolorosa Retreat Center by subdividing the existing parcel into two. The City also anticipates the applicant to submit design review applications for the single-family homes by May 23, 2025. Public hearings to consider the design review permit are anticipated to begin in late summer or early fall of 2025.

### **FINANCIAL REVIEW/SOURCE OF FUNDING**

There is no impact on the General Fund in the preparation of this report; however, staff time was incurred.

### **ENVIRONMENTAL (CEQA)**

The annual report is not a project. This annual report is exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines sections 15061(b)(3), California Code of Regulations Title 14, section 15301 (14 CCR 15301), and 15306 (14 CCR 15306). This annual report is for informational purposes only, and will not have a significant effect on the environment.

### **STRATEGIC PLAN CORRELATION**

The Annual Report consistent with Strategic Objective 3.1 (Strategically Align Infrastructure Improvement with Population Growth) and 3.2 (Develop and Implement Design Guidelines for Infrastructure Growth) of Goal 3 (Infrastructure & Growth Management). The action taken consistent with development schedule.

### **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of this report can be accessed on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com).

**ATTACHMENTS**

Attachment A: Annual progress report

Attachment B: Link to Development Agreement

**NUWI SIERRA MADRE, LLC**  
2001 Wilshire Blvd, Suite 401  
Santa Monica, CA 90403

April 23, 2025

Ms. Clare Lin  
Director, Community Planning & Preservation  
City of Sierra Madre  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**RE: Meadows at Bailey Canyon Development Agreement Annual Report**

Dear Ms. Lin:

Thank you for this opportunity to submit this second annual report as required by Section 4(m) of the Meadows at Bailey Canyon Development Agreement (the “DA”). The enclosed report covers the period of May 23, 2024 – May 31, 2025

As you are aware, the DA was adopted by the City Council on September 27, 2022 by Ordinance No. 1461. Although the DA was adopted on September 27, 2022, a referendum petition challenging the enactment of Ordinance No. 1461 was filed and a special election was held in May of 2023. The City Clerk certified the election results upholding the adoption of Ordinance No. 1461 on May 23, 2023. Accordingly, pursuant to Section 7(a), the effective date of the DA is May 23, 2023.

Pursuant to Section 4(m) of the DA, “within 30 days of the one-year anniversary of the Effective Date” the Developer shall submit an annual report to the City of Sierra Madre. The Annual report shall include a progress report, a list of remaining tasks, and the expected date of completion for 10 items, each described in detail herein.

Substantial progress has been made to advance the project toward construction over the past year, including the approval of the project tentative tract map, securing property rights from the County of Los Angeles to construct safety improvements to Carter Avenue, and ongoing review of construction plans by the City of Sierra Madre. Our team anticipates grading will commence within the next six months. However, many of the tasks included in the list of reportable items will be completed in future years as vertical construction gets underway.

We look forward to continued work with the City of Sierra Madre to deliver a world class project. Please do not hesitate to contact me with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonathan Frankel". The signature is stylized and cursive.

Jonathan Frankel  
on behalf of  
NUWI Sierra Madre, LLC

**The Meadows at Bailey Canyon**  
**Second Annual Report of the Development Agreement Between the City of Sierra Madre, NUWI Sierra Madre LLC, and The Congregation of Passion**  
**May 23, 2024 – May 31, 2025**

**Introduction and Overview**

On September 27, 2022 the City of Sierra Madre adopted Ordinance No. 1461, approving a development agreement (“DA”) between NUWI Sierra Madre, LLC (the “Applicant”), The Congregation of Passion (the “Congregation”), and the City of Sierra Madre (the “City”) related to the development of approximately 17 acres of vacant land at the Mater Dolorosa property (the “Project Site”). Ordinance No. 1461 also included the adoption of a Specific Plan and zoning map amendment that would permit the construction of 42 single family homes and a 3-acre public park on the Project Site.

Per Section 4(m) of the DA, within 30 days of the one-year anniversary of the Effective Date of the DA, the developer shall submit an annual report outlining progress on a variety of obligations contained in the DA.

**Progress Report**

During the reporting period, the Applicant made significant progress in advancing the project toward construction. Subsequent to the February 27, 2024 approval of the project’s tentative tract map (“TTM”), the approval was subject to litigation. On March 7, 2025, the Superior Court dismissed all claims related to the City’s action approving the TTM. With the approval of the TTM upheld, our design team has secured approval by the City Engineer of a wide variety of construction plans including grading plans, utility plans, and improvement plans. While all planning efforts have been advanced, the ongoing litigation did create significant delays in the commencement of construction as detailed in this progress report.

The design of the future 3-acre public park also continued during this reporting period. The community services commission held three public workshops to discuss various park design options and obtain feedback from the public. Upon completion of these workshops, the community services commission unanimously recommended approval of the park design.

The project team achieved a major milestone in the effort to construct safety improvements to Carter Avenue, including an ADA accessible sidewalk, street widening, and drainage improvements for existing residents. LA County both approved the design of

the safety improvements and granted an easement to the City of Sierra Madre over flood control property necessary for construction to begin. This work was funded entirely by the Applicant in coordination with City staff.

Below is a list of those specific items that must be included in each annual report, pursuant to Section 4(m)(ii) of the DA.

*I. Recordation of the Conservation Easements and lot tie affidavit pursuant to Section 3*

Pursuant to Section 3 of the DA, within 24 months of the effective date, the Congregation shall submit a complete tentative tract map application that will further subdivide the area to the north of the existing retreat center (the “Retreat Center Open Space”). This new lot encompassing the Retreat Center Open Space will be subject to a permanent conservation easement and lot tie affidavit.

On March 20<sup>th</sup> 2025, the City’s Planning Commission considered an application by the Congregation to further subdivide the hillside property behind the existing retreat center in order to create permanent open space as required by the DA. The Commission recommended approval of the application, subject to conditions of approval. The City Council will consider the application in the coming months. Upon approval by the City Council, the Congregation will begin the process of finalizing the subdivision and recording the conservation easements. It is anticipated this process will be complete within the next 12 months.

*II. Application for subsequent land use entitlements pursuant to Section 4(a)*

The subsequent land use entitlements required to be submitted by the Applicant include two components: (1) the tentative tract map, and (2) the design review permit. The tentative tract map application was submitted on June 29, 2023 and has been reviewed and approved by the City of Sierra Madre. Given the ongoing litigation regarding the approval of the TTM, the design review application has been postponed. With the litigation resolved, revised plans are in production and are anticipated to be submitted to the City of Sierra Madre in May of 2025. Public hearings to consider the design review permit are anticipated to begin in late summer or early fall of 2025.

*III. Design, dedication, and development of the Public Park pursuant to Section 4(b)*

The Community Services Commission (the “Commission”) completed three public workshops on the park design in June 2024. The applicant presented three alternative designs for consideration by the Commission, each containing different amenities and layouts. At the conclusion of the third workshop, the commission voted unanimously to

support of the final design. The public park is anticipated to be constructed, dedicated to the City, and open to the public in summer of 2026. Delays were caused by the litigation surrounding the TTM.

*IV. Formation of community facilities district pursuant to Section 4(c)*

The DA obligates the Applicant to form a community facilities district (“CFD”), or similar mechanism, for the funding of ongoing park maintenance. Any such funding mechanism must be formed prior to the dedication of the public park to the City of Sierra Madre. The dedication of the public park will occur after construction has been completed. This is anticipated to occur in summer of 2026. Accordingly, the formation of a CFD will likely occur in the fall of 2025, but in any event, no later than the dedication of the park in summer of 2026.

*V. Attainment of Net Zero Water pursuant to Section 4(d)*

The DA requires that the Applicant pay \$983,500 to implement net zero water use strategies. This payment is intended to create water-neutral development. The payment will be paid in installments prior to the issuance of a building permit associated with each residential unit. Accordingly, prior to the issuance of each building permit, the Applicant will pay \$23,416.67 toward the attainment of net zero water. Building permits are anticipated to be issued in phases, beginning in June of 2026.

*VI. Construction of Utilities pursuant to Section 4(e)*

All newly constructed onsite utilities will be undergrounded as a part of project implementation. Construction is anticipated to commence in Summer of 2025 with new onsite utilities completed by Winter of 2026.

*VII. Construction of low impact development improvements pursuant to Section 4(f)*

All applicable construction plans include compliance with Sierra Madre Municipal Code (“SMMC”) Chapter 15.58 and best management practices related to stormwater management and treatment. These improvements will be constructed on a phased basis alongside the development of certain infrastructure and each residential unit. Implementation of these best practices is anticipated to begin alongside construction of the residential units, beginning in Summer of 2026.

*VIII. Payment of Development Impact Fees pursuant to Section 4(g)*

The Applicant will pay all applicable development impact fees, including the art in public places fee and the park facility fee, prior to the issuance of each respective

building permit. Building permits are anticipated to be issued beginning in June of 2026.

*IX. Initiatives to encourage electric appliances pursuant to Section 4(h)*

The Applicant remains committed to encouraging the use of electric appliances and will complete the following prior to the commencement of home sales, anticipated to begin in Fall of 2026: (1) Furnish a model home with all electric appliances and make educational pamphlets available that explain the benefits of electric appliances, (2) erect onsite signage and maintain a website that explains the benefits of electric appliances and how to maximize their value, (3) ensure that each home is energy star certified, and (4) promote full electrification of the project by providing educational materials and electric cooking demonstrations.

*X. Progress of the completion of offsite improvements pursuant to Section 4(i)*

On January 2, 2025 the County of Los Angeles approved the proposed improvements to Carter Avenue. On March 11, 2025, the County granted an easement to the City of Sierra Madre for public right-of-way purposes necessary to construct the improvements. This concludes the easement acquisition process and satisfies the obligations pursuant to Section 4(i) of the DA. Construction on the offsite improvements are anticipated to begin in the summer of 2025.

## Attachment B

Development Agreement

<https://www.sierramadrea.gov/common/pages/GetFile.ashx?key=KYkxAed3>