



REPORT TO THE DEVELOPMENT REVIEW COMMITTEE

Prepared by:

Adileni Rueda, Assistant Planner

Meeting of: July 30, 2025

Agenda Item: 1

SUBJECT:

Consideration of Tentative Parcel Map (TPM) 2025-02, proposing the subdivision of a ± 0.43 -acre parcel (APN: 003-022-018) located on the east side of Columbia Street between East South Street and Riverside Drive into three parcels.

RECOMMENDATION:

Hold a public hearing and adopt:

1. A Resolution of the Development Review Committee (DRC) determining the project is Categorically Exempt pursuant to Section 15315/Class 15 (Minor Land Divisions) of the California Environmental Quality Act (CEQA) Guidelines and approving Tentative Parcel Map 2025-02, subject to the findings and conditions of approval.

SUMMARY:

Michael Hoffman (Owner) has applied for a Tentative Parcel Map (TPM 2025-02), proposing to subdivide a ± 0.43 -acre parcel (APN: 003-022-018) located on the east side of Columbia Street between East South Street and Riverside Drive into three parcels.

The subject property is designated for Low Density Residential (2.1-7 dwelling units per acre) land uses in the Madera General Plan and is zoned R2 (Residential, one unit for each 3,000 square feet of site area).

The applicant proposes no new development or improvements in association with the subdivision of land. Currently, there is an existing single-family home on the subject property, which is proposed to remain on Parcel 3 of the tentative parcel map.

Table 1 below provides a brief overview of the project sponsors, location and site characteristics.

Table 1: Project Overview	
<i>Project Number:</i>	Tentative Parcel Map No. TPM 2025-02
<i>Applicant/Owner:</i>	Michael Hoffman
<i>Representative:</i>	Junia Painter

<i>Location:</i>	707 Columbia Street (APN: 003-022-018) East side of Columbia Street between East South Street and Riverside Drive
<i>Project Area:</i>	±0.43 acres
<i>Plan Land Use:</i>	Low Density Residential (2.1-7 dwelling units per acre)
<i>Zoning District:</i>	R2 (Residential, one unit for each 3,000 square feet of site area)
<i>Site Characteristics</i>	The ±0.43-acre subject property currently serves as a single-family residential lot with one dwelling unit.

ANALYSIS:

The subject property has been developed one single-family unit on the southerly portion of the ±0.43-acre parcel. TPM 2025-02 proposes to subdivide the subject property into three (3) parcels.

The City Municipal Code (CMC) establishes procedures for the review and approval of tentative parcel maps (Section 10-2.501 et seq.). Subdivision of property is also regulated by the California Subdivision Map Act (SMA)(Section 66410 et seq. of the California Government Code).

CMC § 10-2.501.7 provides, in approving or conditionally approving the tentative parcel map, the Development Review Committee shall find that the proposed subdivision, together with its provisions for its design and improvements, is consistent with applicable general or specific plans adopted by the city.

The proposed subdivision of the ±0.43 acres of land into three single family residential parcels will yield a density of 6.98 dwelling units per acre, consistent with the Low Density Residential (2.1-7 dwelling units per acre) land use designation of the General Plan.

Implementation Policy LU-32 of the General Plan provides that zoning shall be consistent with General Plan land use designations. While the existing R2 zone district is not consistent with the Low Density Residential land use designation pursuant to Table LU-A: General Plan/Zoning Consistency of the General Plan, Section 65860(c)(2)(B) of the Government Code provides as follows:

- A proposed development shall not be deemed inconsistent with any zoning ordinance or related zoning standard or criteria and shall not be required to be rezoned to accommodate the proposed development, if there is substantial evidence that would allow a reasonable person to conclude that the proposed development is consistent with objective general plan standards and criteria but the zoning for the project site is inconsistent with the general plan. The objective general plan standards shall be applied to facilitate and accommodate development at the density allowed on the site by the general plan and proposed by the development project.

As the R1 (Residential, one unit for each 6,000 square feet of site area) zone district is the conventional zoning identified as being consistent with the Low Density Residential land use

designation for the subject property pursuant to Table LU-A: General Plan/Zoning Consistency of the General Plan, parcels resultant from the proposed subdivision will be required to comply with the residential development standards of the R1 zone district. As illustrated on the tentative parcel map, the single-family home will continue to meet the R1 residential development standards such as setbacks and open space following subdivision in accordance with TPM 2025-02.

Table 2: Parcel Summary		
Parcels	Dimensions	Lot Square Footage
Minimum	50' x 80'	5,000 sq. ft.
<i>Parcel 1</i>	50' x 125'	6,250 sq. ft
<i>Parcel 2</i>	50' x 125'	6,250 sq. ft
<i>Parcel 3</i>	50' x 125'	6,250 sq. ft

The proposed subdivision as well as future development on parcels resultant from the proposed subdivision will comply with all property development standards and public improvement and dedication requirements of the Zoning Regulations and Subdivision Map subject to compliance with the project conditions of approval.

Based upon staff's review of the proposed subdivision, it has been determined to be consistent and compliant with all requirements of the General Plan, City Municipal Code and Subdivision Map Act.

GROUND FOR DENIAL OF A TENTATIVE OR PARCEL MAP:

The Subdivision Map Act (California Government Code §§ 66400, *et seq.*) provides that approval of a proposed subdivision map shall be denied if any of the following findings are made:

- a) That the proposed map is not consistent with applicable general and specific plans as specified in Section 65451 of the SMA.
- b) That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans.
- c) That the site is not physically suitable for the type of development.
- d) That the site is not physically suitable for the proposed density of development.
- e) That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

- f) That the design of the subdivision or type of improvements is likely to cause serious public health problems.
- 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. In this connection, the governing body may approve a map if it finds that alternate easements, for access of or 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 hereby 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.

Based upon staff's review of the proposed project, it has been determined that the proposal complies with all the City Municipal Code and Subdivision Map Act requirements to allow the project to be recommended for approval.

ENVIRONMENTAL REVIEW:

Staff performed a preliminary environmental assessment and determined that the project is Categorically Exempt pursuant to Section 15315/Class 15 (Minor Land Divisions) of the California Environmental Quality Act (CEQA) Guidelines. The subject property is located in an urbanized area zoned for residential use and is proposed to be subdivided into four or fewer parcels in conformance with the General Plan. No variances or exceptions are required, and all services and access to the proposed parcels to local standards are available. The subject parcel has not been involved in a division of a larger parcel within the previous 2 years and does not have an average slope of greater than 20 percent. None of the exceptions under Section 15300.2 of the CEQA Guidelines are applicable to this project and the project does not present any unusual circumstances.

RECOMMENDED ACTION:

Pursuant to the provisions of CMC § 10-2.501.6, upon completion of the public hearing, the Development Review Committee shall approve, conditionally approve, or deny the tentative parcel map. The Development Review Committee (Committee) will be taking action on both the determination the project is Categorically Exempt pursuant to Section 15315/Class 15 (Minor Land Divisions) of the CEQA Guidelines as well as the Tentative Parcel Map (TPM 2025-02). Staff recommends that all required findings for approval under the Municipal Code and law can be made, as described in the proposed Resolution attached to the report.

Staff Recommends the Committee:

- Adopt a Resolution of the Development Review Committee (DRC) determining the project is Categorically Exempt pursuant to Section 15315/Class 15 (Minor Land Divisions) of the California Environmental Quality Act (CEQA) Guidelines and approving Tentative Parcel Map 2025-02, subject to the findings and conditions of approval.

ALTERNATIVES

1. Move to refer the item back to staff and/or continue the public hearing to a future DRC meeting at a date and time certain, with direction to staff to return with an updated staff report and/or resolution (Committee to specify and articulate reasons for referral/continuance).
2. Move to deny the request based on the appropriate grounds for denial of a tentative or parcel map in accordance with California Government Code §§ 66400, *et seq.*
3. Provide staff with other alternative directives.

ATTACHMENTS:

1. Aerial Photo/Vicinity Map
2. General Plan Land Use and Zoning Map
3. Resolution
 - Exhibit "A" – Conditions of Approval
 - Exhibit "B" – Tentative Parcel Map (TPM) 2025-02

ATTACHMENT 1
Aerial Photo/Vicinity Map



ATTACHMENT 2

General Plan Land Use and Zoning Map

GENERAL PLAN LAND USE



General Plan Land Use Designations

- C - Commercial
- O - Office
- I - Industrial
- VLD - Very Low Density Residential
- LD - Low Density Residential
- MD - Medium Density Residential
- HD - High Density Residential
- NMU - Neighborhood Mixed Use
- VMU - Village Mixed Use
- VR - Village Reserve
- OS - Open Space
- RC - Resource Conservation/Agriculture
- P&SP - Other Public and Semi-Public Uses

ZONING DISTRICT



Commercial Districts

-  C1 - Light Commercial
-  C2 - Heavy Commercial
-  CH - Highway Commercial
-  CN - Neighborhood Commercial
-  CR - Restricted Commercial
-  PO - Professional Office
-  POWYO - Professional Office
West Yosemite Avenue Overlay

Industrial Districts

-  I - Industrial
-  IP - Industrial Park

Other Districts

-  PF - Public Facilities
-  RCO - Resource Conservation and Open Space
-  U - Unclassified
-  S - Special Provisions Applicable

ATTACHMENT 3

Development Review Committee Resolution

Including:

Exhibit "A": Conditions of Approval

Exhibit "B": Tentative Parcel Map 2025-02

RESOLUTION NO.

**RESOLUTION OF THE DEVELOPMENT REVIEW COMMITTEE (DRC)
DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT
PURSUANT TO SECTION 15315/CLASS 15 (MINOR LAND DIVISIONS)
OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
GUIDELINES AND APPROVING TENTATIVE PARCEL MAP 2025-02**

WHEREAS, Michael Hoffman (“Owner”) owns Assessor’s Parcel Number (APN) 003-022-018 located on the east side of Columbia Street between East South Street and Riverside Drive at 707 Columbia Street (“Site”); and

WHEREAS, the owner has submitted an application for a Tentative Parcel Map (TPM 2025-02) proposing to subdivide the ±0.43-acre site into three residential parcels (“Project”); and

WHEREAS, the project site is located within the R2 (Residential, one unit for each 3,000 square feet of site area) zone district and is designated for Low Density Residential (2.1-7 dwelling units per acre) land uses on the General Plan Land Use Map; and

WHEREAS, no new development, onsite improvements or physical changes requiring the filing for a permit or other grant of approval for development of the parcels to be created by TPM 2025-02 are proposed or sought by the owner at this time; and

WHEREAS, a preliminary environmental assessment was performed, and the project was found to be Categorically Exempt pursuant to Section 15315 (Minor Land Divisions) of the California Environmental Quality Act (CEQA) Guidelines; and

WHEREAS, pursuant to the provisions of the City’s Municipal Code (CMC), the Development Review Committee is authorized to review and approve tentative parcel maps and environmental assessments for associated projects on behalf of the City; and

WHEREAS, the City provided notice of the Development Review Committee hearing as required by law; and

WHEREAS, the Development Review Committee received and independently reviewed TPM 2025-02 at a duly noticed meeting on July 30, 2025; and

WHEREAS, a public hearing was held, the public was provided an opportunity to comment, and evidence, both written and oral, was considered by the Development Review Committee; and

WHEREAS, after due consideration of the items before it, the Development Review Committee now desires to adopt this Resolution determining the project is Categorically Exempt pursuant to Section 15315 of the CEQA Guidelines and approving TPM 2025-02.

NOW THEREFORE, be it resolved by the Development Review Committee of the City of Madera as follows:

1. Recitals: The above recitals are true and correct and are incorporated herein.

2. CEQA: A preliminary environmental assessment was prepared for this project in accordance with the requirements of the California Environmental Quality Act (CEQA). The Development Review Committee finds and determines that the project is Categorically Exempt pursuant to Section 15315/Class 15 (Minor Land Divisions) of the State CEQA Guidelines as the project includes the subdivision of property in an urbanized area zoned for residential use into three parcels in conformance with the City of Madera General Plan and Zoning Ordinance. No variances or exceptions are required and all services and access to the proposed parcels to local standards are available. The subject parcel has not been involved in a division of a larger parcel within the previous 2 years and does not have an average slope of greater than 20 percent. No new development is proposed at this time. The surrounding area is not environmentally sensitive and has no value as habitat for endangered, rare or threatened species. No significant effects relating to traffic, noise, air or water quality will result. None of the exceptions under Section 15300.2 of the CEQA Guidelines are applicable to this project and the project does not present any unusual circumstances.

3. Findings for TPM 2025-02: The Development Review Committee finds and determines that there is substantial evidence in the administrative record to support the approval of TPM 2025-02, as conditioned. With conditions, the project is consistent with the requirements of the Madera Municipal Code. The Development Review Committee further approves, accepts as its own, incorporates as if set forth in full herein, and makes each and every one of the findings, based on the evidence in the record, as follows:

Finding a. The proposal is consistent with the General Plan and Zoning Ordinance.

The site has a General Plan land use designation of Low Density Residential and is zoned R2 (One unit for each 3,000 square feet of site area).

The proposed subdivision of the ±0.43 acres of land into three single family residential parcels will yield a density of 6.98 dwelling units per acre, consistent with the Low Density Residential (2.1-7 dwelling units per acre) land use designation of the General Plan.

Implementation Policy LU-32 of the General Plan provides that zoning shall be consistent with General Plan land use designations. While the existing R2 zone district is not consistent with the Low Density Residential land use designation pursuant to Table LU-A: General Plan/Zoning Consistency of the General Plan, Section 65860(c)(2)(B) of the Government Code provides a proposed development shall not be deemed inconsistent with any zoning ordinance or related zoning standard or criteria and shall not be required to be rezoned to accommodate the proposed development, if there is substantial evidence that would allow a reasonable person to conclude that the proposed development is consistent with objective general plan standards and criteria but the zoning for the project site is inconsistent with the general plan. The objective general plan standards shall be applied to facilitate and accommodate development at the density allowed on the site by the general plan and proposed by the development project.

As the R1 (Residential, one unit for each 6,000 square feet of site area) zone district is the conventional zoning identified as being consistent with the Low Density Residential land use designation for the subject property pursuant to Table LU-A: General Plan/Zoning Consistency of the General Plan, parcels resultant from the proposed subdivision will be required to comply with the residential development standards of the R1 zone district. As illustrated on the tentative parcel map, the existing single-family residence located on the site will meet the R1 residential development standards such as setbacks and open space following subdivision in accordance with TPM 2025-02.

Finding b. *The proposal is consistent with the Subdivision Ordinance and the California State Subdivision Map Act.*

The proposed tentative parcel map and required supporting documents are consistent with the requirements of the City Municipal Code. In addition, none of the exclusions provided at Section 66412 of the Government Code (Subdivision Map Act) apply and all other requirements of the Subdivision Map Act will be satisfied subject to compliance with the conditions of approval

5. Approval of TPM 2025-02: Given that all findings can be made, the Development Review Committee hereby approves TPM 2025-02 as conditioned as set forth in the Conditions of Approval attached as Exhibit "A."

6. Effective Date: This resolution is effective immediately.

* * * * *

Passed and adopted by the Development Review Committee of the City of Madera this 30th day of July 2025, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Development Review Committee
Chairperson

Attest:

Brandi Garcia
Recording Secretary

Exhibit "A": Conditions of Approval for TPM 2025-02

Exhibit "B": Tentative Parcel Map 2025-02

EXHIBIT "A"
TPM 2025-02
CONDITIONS OF APPROVAL
July 30, 2025

Notice to Applicant

In accordance with the provisions of Government Code Section 66020(d)(1), the imposition of fees, dedications, reservations, or exactions for this project are subject to protest by the project applicant at the time of approval or conditional approval of the development or within ninety (90) calendar days after the date of imposition of fees, dedications, reservation, or exactions imposed on the development project. This notice does not apply to those fees, dedications, reservations, or exactions which were previously imposed and duly noticed; or where no notice was previously required under the provisions of Government Code Section 66020(d)(1) in effect before January 1, 1997.

IMPORTANT: PLEASE READ CAREFULLY

This project is subject to a variety of discretionary conditions of approval. These include conditions based on adopted City plans and policies; those determined through tentative parcel map review and environmental assessment essential to mitigate adverse effects on the environment including the health, safety, and welfare of the community; and recommended conditions for development that are not essential to health, safety, and welfare, but would on the whole enhance the project and its relationship to the neighborhood and environment.

Discretionary conditions of approval may be appealed. All code requirements, however, are mandatory and may only be modified by variance, provided the findings can be made.

All discretionary conditions of approval for TPM 2025-02 will ultimately be deemed mandatory unless appealed by the applicant to the Planning Commission within fifteen (15) days after the decision by the Development Review Committee. In the event you wish to appeal the Development Review Committee's decision or discretionary conditions of approval for the entitlement, you may do so by filing a written appeal with the City Clerk. The appeal shall state the grounds for the appeal and wherein the Committee failed to conform to the requirements of the zoning ordinance. This should include identification of the decision or action appealed and specific reasons why you believe the decision or action appealed should not be upheld.

These conditions are applicable to any person or entity making use of this parcel map, and references to "developer" or "applicant" herein also include any applicant, property owner, owner, leasee, operator, or any other person or entity making use of this parcel map.

TIME LIMITS & EXPIRATION

This tentative parcel map approval (TPM 2025-02) shall expire twenty-four (24) months from the effective date, unless a final map is filed with the City of Madera and recorded with the County Recorder in accordance with the provisions of the Subdivision Map Act; or action is taken to extend the approval before the tentative parcel map expiration date in accordance with the provisions of the Subdivision Map Act.

CONDITIONS OF APPROVAL

GENERAL CONDITIONS

1. The applicant shall submit to the City of Madera Planning Department a check in the amount necessary to file a Notice of Exemption at the Madera County Clerk. This amount shall equal the Madera County filing fee in effect at the time of filing. **Such check shall be made payable to the Madera County Clerk and submitted to the City of Madera Planning Department no later than three (3) days following action on TPM 2025-02.**
2. Approval of this tentative parcel map shall be considered null and void in the event of failure by the applicant and/or the authorized representative, architect, engineer, or designer to disclose and delineate all facts and information relating to the subject property and the proposed development.
3. Approval of this tentative parcel map may become null and void in the event that the parcel map or conditions of the site is not completed in accordance with all the conditions and requirements imposed on this tentative parcel map, the zoning ordinance, and all City standards and specifications. This tentative parcel map is granted, and the conditions imposed, based upon the application submittal provided by the applicant, including any operational statement. The application is material to the issuance of this parcel map. Failure to operate in accordance with the conditions and requirements imposed may result in revocation of the parcel map or any other enforcement remedy available under the law. The City shall not assume responsibility for any deletions or omissions resulting from the site plan review process or for additions or alterations to any construction or building plans not specifically submitted and reviewed and approved pursuant to this tentative parcel map or subsequent amendments or revisions. These conditions are conditions imposed solely upon the tentative parcel map and are not conditions imposed on the City or any third party. Likewise, imposition of conditions to ensure compliance with federal, state, or local laws and regulations does not preclude any other type of compliance enforcement.
4. These conditions are applicable to any person or entity making use of this tentative parcel map, and references to “developer” or “applicant” herein also include any applicant, property owner, owner, lessee, operator, or any other person or entity making use of this tentative parcel map.
5. Approval of this project is for the benefit of the applicant. The submittal of applications by the applicant for this project was a voluntary act on the part of the applicant not required by the City. Therefore, as a condition of approval of this project, the applicant agrees to defend, indemnify, and hold harmless the City of Madera and its agents, officers, consultants, independent contractors, and employees (“City”) from any and all claims, actions, or proceedings against the City to attack, set aside, void, or annul an approval by the City concerning the project, including any challenges to associated

environmental review, and for any and all costs, attorneys fees, and damages arising therefrom (collectively “claim”).

The City shall promptly notify the applicant of any claim and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim or if the City fails to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City.

Nothing in this condition shall obligate the City to defend any claim and the City shall not be required to pay or perform any settlement arising from any such claim not defended by the City, unless the City approves the settlement in writing. Nor shall the City be prohibited from independently defending any claim, and if the City does decide to independently defend a claim, the applicant shall be responsible for City’s attorneys’ fees, expenses of litigation, and costs for that independent defense, including the costs of preparing any required administrative record.

Should the City decide to independently defend any claim, the applicant shall not be required to pay or perform any settlement arising from any such claim unless the applicant approves the settlement.

PLANNING DEPARTMENT

6. Development on any parcel created from the proposed subdivision shall comply with the standards and requirements of the R1 (Residential, one unit for each 6,000 square feet of site area) zone district.
7. All fencing shall comply with the provision of the Zoning Regulations of the City Municipal Code.
 - a. No barbed wire shall be used or maintained in or about the construction of a fence, wall, hedge, or screen planting along the front, side or rear lines of any lot in the Residential zone districts and no sharp wire or point shall project at the top of any fence or wall.
 - i. Prior to recordation of a parcel map, any/all security wire located on the subject parcel shall be removed.

ENGINEERING DEPARTMENT

Parcel Map

8. The developer shall pay all required fees for processing the parcel map and completion of project. Fees due may include but shall not be limited to the following: parcel map review and processing fee, plan review, map recording, easement acceptance, encroachment permit processing and improvement inspection fees.
9. A (final) parcel map shall be required in accordance with Section 10-2.502 of the municipal code and the Subdivision Map Act.

10. Future subdivision of parcels created shall comply with the Subdivision Map Act.
11. Monuments shall be placed at all parcel corners and shown on the parcel map in accordance with the California Subdivision Map Act, the California Land Surveyors Act and City Standards prior to development of property.
12. Parcel map preliminary submittal shall include three sets of prints; and two sets of the following: title report, soils report, traverse data, signed tentative parcel map conditions and all referenced deeds, map and documents.
13. Any and all public or private easements on the property identified on the title report shall be shown on the parcel map with recording data.
14. Prior to recording of the parcel map, any current, delinquent, or estimated Madera County or Madera Irrigation District taxes for the upcoming assessment year shall be paid in accordance with Subdivision Map Act Section 66492-66494.1.
15. Prior to the construction of improvements within the City right-of-way, an Encroachment Permit shall be required from the Engineering Division.
16. Where construction of off-site improvements or utility services is required, it shall be completed prior to issuance of final occupancy; or, in the case where no future occupancies are anticipated as part of the current action, the Subdivider shall either construct or install the required improvements or enter into a bonded secured agreement with the City of Madera providing for the construction of the required improvements and sufficient security prior to the recordation of the final Parcel Map.
17. Further development of any parcel of parcel map shall meet fire, building, and municipal code requirements for the zone and the approved use.
18. Structures or any facility encroaching onto adjacent new parcel shall be removed prior to recording of the parcel map. Structure modification shall comply with building codes and setbacks.
19. A title report dated no more than 30 days prior to recording date of parcel map shall be submitted to the City Engineer for review prior to parcel map recordation.
20. Each newly created parcel shall have a separate water service. Any new or existing connection(s) shall be constructed or upgraded to current City standards including Automatic Meter Reading (AMR) water meter installed within City right-of-way and backflow prevention device installed within private property. Existing cross lot connections shall be severed.
21. Each newly created parcel shall have a separate sewer service. Any new or existing connection(s) shall be constructed or upgraded to current City standards. Existing cross lot connections shall be severed.

22. Each newly created or redefined parcel shall be accessible from the City right-of-way.

END OF CONDITIONS