

## SENATE BILL 9 – APPLICATION CHECKLIST AND PRE-CLEARANCE FORM

### Application Requirements

### SB 9 Two Dwelling Units and Urban Lot Splits

This form is intended for use with the State of California's Senate Bill 9 (SB 9) ministerial permitting procedures, which the City of Riverside is required to implement ([California Government Code 65852.21 and 66411.7](#)). This form is for approval of a Two-Unit Development and/or a Parcel Map for an Urban Lot Split as allowed by State law. Before an application for a Two-Unit Development and/or a Parcel Map for an Urban Lot Split may be submitted for processing, the proposal must be consistent with the criteria identified in this form.

- **TWO DWELLING UNITS - Planning Clearance** is required prior to submittal of a building permit application for any two dwelling units pursuant to SB 9. Planning clearance does not constitute issuance of a building permit.
- **URBAN LOT SPLIT – Planning Clearance** is required before submitting a parcel map application to Public Works for any lot split. The project must meet all applicable requirements of the Subdivision Map Act (California Government Code §66410 et seq.).

If the **Planning Clearance** is denied for failure to meet any of the criteria identified in this application, a revised application may be submitted at any time.

All questions can be directed to the City Hall (3rd Floor) One Stop Shop at (951) 826-5800 or email [CDDINFO@riversideca.gov](mailto:CDDINFO@riversideca.gov).

For assistance with answering any of the questions on the Planning Clearance Form, please see Planning Division Staff for assistance.

## 1. APPLICANT INFORMATION (PRIMARY CONTACT)

Firm/Company Name: RYAN MCPHERSON  
Contact Name: \_\_\_\_\_  
Address: 6169 SUNNY CIR City: JUNIPER VALLEY State: CA Zip: 91752  
Daytime Phone: (909) 567-2244 Mobile: \_\_\_\_\_  
Email: RYANJMCPHERSON@HOTMAIL.COM

## 2. SITE INFORMATION

Site Address of Location of Property: 4195 MANRIOSA AVE.  
Assessor's Parcel Number(s): 145-112-008 Zone: \_\_\_\_\_  
Total Property Size in Acres (Gross/Net): 0.56 Square Feet if Less Than One (1) Acre: 24,529  
Please select if the Property is on: ☒ Sewer ☐ Septic (Please contact County of Riverside Environmental Health for approval)  
Scope of Work: SB9 LOT SPLIT

Urban Lot Split Parcel Size	Parcel 1: <u>10,158.41</u> SF	Parcel 2: <u>9,510.64</u> SF (if applicable)
How Many Units are Proposed?	Parcel 1: <u>1</u>	Parcel 2: <u>N/A</u>

Last Revised 05/26/2022



### 3. SINGLE-FAMILY ZONE REQUIREMENT

If you answer "No" to the following, your property is NOT eligible for a Two Dwelling Units or Urban Lot Split per SB 9.

YES ☒ NO ☐ Is your property located in a Single-Family Zone (R-1, RE, RR, DSP-RES, NSP-MDR, RC\*)?

*\*Not all properties in this Zone will qualify. See Planning Division staff for more information.*

### 4. GENERAL LIMITATIONS

If you answer "Yes" to any of the following, your property is NOT eligible for an SB 9 Two Dwelling Units or Urban Lot Split per SB 9.

Is your property:

YES ☐ NO ☒ Located within a Historic District?

YES ☐ NO ☒ Designated as a City Landmark, Structure of Merit, or Contributor to a Historic District or Neighborhood Conservation Area?

YES ☐ NO ☒ Located within the RA-5 – Residential Agriculture Zone?

YES ☐ NO ☒ Located within a Very High Fire Hazard Severity Zone?

YES ☐ NO ☒ Located within a Designated Hazardous Waste Site?

YES ☐ NO ☒ Located within a mapped 100-year floodplain, wetland or identified as a conservation area (as defined in the Western Riverside Multiple Species Habitat Conservation Plan)?

YES ☐ NO ☒ Subject to a Deed Restriction or other recorded instrument that limits the sale or rental of the property to income-qualified households (i.e., affordable housing)?

### 5. ADDITIONAL LIMITATIONS FOR TWO-UNIT DEVELOPMENTS

If you answer "Yes" to any of the following, your property is NOT eligible for an SB 9 Two-unit Development.

Does the proposed project:

YES ☐ NO ☒ Involve demolition or alteration of a unit that is subject to rent control?

YES ☐ NO ☒ Involve demolition or alteration of a unit that is subject to a Deed Restriction or other recorded instrument that limits the sale or rental of the property to income-qualified households (i.e., affordable housing)?

YES ☐ NO ☒ Involve demolition of a unit occupied by a tenant, or has been occupied by a tenant any time in the last three years?

YES ☐ NO ☒ Involve alteration of more than 25% of the exterior walls of a building that is occupied by a tenant, or has been occupied by a tenant any time in the last three years?

YES ☐ NO ☒ Involve a parcel with a unit that was withdrawn from the rental market through an Ellis Act eviction at any time in the last 15 years?

## 6. MINIMUM STANDARDS FOR TWO-UNIT DEVELOPMENTS

You must answer "Yes" to the following:

YES ☐ NO ☐ Maximum Dwelling Units: A maximum of three (3) dwellings or units are allowed on a lot that is not proposed for an Urban Lot Split, inclusive of detached or attached dwelling units, ADUs and JADUs.

Number of Units: \_\_\_\_\_

Number of Proposed Units: \_\_\_\_\_

All applicable Zoning standards are met\*, except for:

YES ☐ NO ☐ Minimum 4-foot interior side- and rear-yard setbacks; front and street side yard setbacks per requirements of the Zone

YES ☐ NO ☐ Minimum 1 covered parking space per unit (except within one-half mile of Magnolia/Market/University Corridor or within one block of a car share vehicle)

YES ☐ NO ☐ Applicant agrees that rental of any units created under this application shall be for a term longer than 30 days. A deed restriction will be required prior to final occupancy

\*Zoning standards cannot preclude units at least 800 square feet.

## 7. ADDITIONAL LIMITATIONS FOR URBAN LOT SPLIT

If you answer "Yes" to any of the following, your property is NOT eligible for an Urban Lot Split

YES ☐ NO ☒ Is the property formed through a previous SB 9 Urban Lot Split?

YES ☐ NO ☒ Is the property adjacent to a property that was subdivided through an SB 9 Urban Lot Split by yourself or another person or entity with which you are affiliated (such as an LLC)?

YES ☐ NO ☒ Does the lot split require demolition or alteration of a unit that is subject to a Deed Restriction or other recorded instrument that limits the sale or rental of the property to income-qualified households (i.e., affordable housing)?

YES ☐ NO ☒ Does the lot split require demolition or alteration of a unit that is subject to rent control?

YES ☐ NO ☒ Does the lot split require demolition or alteration of a unit occupied by a tenant, or has been occupied by a tenant any time in the last three years?

YES ☐ NO ☒ Does the lot split require demolition or alteration of a unit that was withdrawn from the rental market through an Ellis Act eviction at any time in the last 15 years?

## 8. MINIMUM STANDARDS FOR URBAN LOT SPLIT

### General

- Maximum Dwelling Units: A maximum of two (2) dwellings or units are allowed on each lot resulting from an Urban Lot Split, for a total of four (4) dwellings.
- Standards: Minimum standards (e.g., setbacks, floor area, parking, design, etc.) for two-unit developments apply; see Section 6 above.
- Dedications and Easements: Easements may be required to convey public utilities, access, and other services. Right-of-way dedication and offsite improvements will not be required, except in connection with a Building Permit.

You must answer "Yes" to the following:

YES ☒ NO ☐ New Lot Sizes: Minimum 1,200sf

YES ☒ NO ☐ Proportion: Not less than 40% of parent parcel

YES ☒ NO ☐ Access: Minimum 10-foot-wide direct access easement or corridor to public right-of-way

YES ☒ NO ☐ Utilities: Separate Water and Sewer Services provided to each lot (contact the appropriate purveyor for details)



## 9. SUBMITTAL REQUIREMENTS

### All Projects:

- ☒ Completed and signed Planning Clearance checklist (this form)
- ☒ Most recent Grant Deed showing current property ownership
- ☒ Evidence of vacancy or owner occupancy such as: property tax records, income tax records, utility bills, vehicle registration, or similar documentation.
- ☒ Signed and notarized Affidavit guaranteeing that the property has not been used as a rental for at least three years and has not been the site of an Ellis Act eviction for at least 15 years
- ☒ Homeowner's Association Approval Letter (if applicable – Owner/applicant to confirm if the parcel(s) have any recorded Codes, Covenants, & Restrictions (CC&Rs) or Homeowner Association (HOA) rules that violate any proposed development under SB9)

### In addition, the following items are required for TWO-UNIT DEVELOPMENT applications:

- ☐ Fully dimensioned Site Plan, drawn to scale and containing all information required for site plans as described in the Drawing & Plan Requirements Handout
- ☐ For properties with on-site septic systems: A Percolation Test conducted within the last 5 years; OR a recertification obtained within the last 10 years

### In addition, the following are items required for URBAN LOT SPLITS

- ☒ Chain of title for the last 3 years, including the latest vesting deed or title report
- ☒ Numbered Parcel Map, prepared to the specifications of the Subdivision Code (Title 18) and the California Subdivision Map Act
- ☒ Signed and notarized Affidavit guaranteeing Owner Occupancy for a minimum of three years from time of map recordation
- ☐ Filing fee (\$5,117.46 + \$61.56 per parcel (2) per additional Lot/Parcel or \$5,240.58)

## 10. INDEMNIFICATION AGREEMENT (PROPERTY OWNER & APPLICANT)

Applicant and legal owner of the property, hereby agree to defend, indemnify and hold harmless the City and its agents, officers, attorneys and employees from any claim, action, or proceeding (collectively referred to as "proceeding") brought against the City or its agents, officers, attorneys or employees to attack, set aside, void, or annul the City's decision to approve any tentative map (tract or parcel) development, land use permit, license, master plans, precise plans, preliminary plans, design review, variances, use permits, general and specific plan amendments, zoning amendments, and approvals and certifications under CEQA. This indemnification shall include, but not limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney's fees and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by applicant, the City, and/or the parties initiating or bringing such proceeding.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

5/16/24

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

5/16/24

## 11. PROPERTY OWNER CERTIFICATION

I hereby certify that I am (we are) the record owner(s) [for property tax assessment purposes] of the property encompassed by this application. I further acknowledge and understand on behalf of myself and my representatives and agents that if the project is subject to an Environmental Impact Report, ALUC Review and approval, Military Consultation or Tribal Consultation, the timelines prescribed in the Riverside Municipal Code are stayed until such time as said review and/or consultation is complete. I also understand and agree that the submittal date of my application will be the filing deadline following receipt of my request.

Property Owner Signature

Date

Property Owner of Record (PRINT NAME): RYAN MCHENSON / MCHENSON FAMILY TRUST

Mailing Address: 6169 SUGAR CT City: TULARE COUNTY State: CA Zip: 91752

Daytime Phone: (909) 569 2277 Mobile: \_\_\_\_\_

Email: MUSTANGS0085@MCHENSON.COM

I have provided one of the following items\*:

☒ Grant Deed indicating that I am the property owner.

*\* Please note: for certain projects, a Preliminary Title Report may be required in lieu of a Grant Deed.*

☐ Title Report indicating that I am the property owner. (REQUIRED for Urban Lot Split applications).

### STAFF USE ONLY

Site Address: 4195 MARIPOSA AVE RIVERSIDE APN: 145-112-008 Zoning: R-1-7000  
CA 92503

Type of Proposal: ☐ TWO DWELLING UNITS ☒ URBAN LOT SPLIT ☐ BOTH

Planning Clearance: ☒ APPROVED ☐ DENIED

NOTES: \_\_\_\_\_

Planner Signature: MICHELLE RIVERA Michelle Rivera Date: 5/28/24  
PLANNING TECHNICIAN





Community & Economic  
Development Department  
Planning Division

3900 Main Street, 3<sup>rd</sup> Floor • Riverside, CA 92522

(951) 826-5800

RiversideCA.gov/Planning

## PLANNING DIVISION CLEARANCE FORM

This form is **required** for all projects that: 1) propose modifications to any exterior element of a building (either residential or commercial); 2) add square footage; 3) change use of existing space; 4) require Planning entitlements; 5) propose new construction of buildings; or 6) include facilities or equipment requiring screening and clearance.

Please complete, sign, and submit this form to [planningclearance@riversideca.gov](mailto:planningclearance@riversideca.gov). A Planner will review and return this form to you completed and ready for upload into the Public Permit Portal to enable plan check once approved. Plans will not be accepted for plan check review without a completed and signed clearance form. The approval of this form does not constitute Planning Department approval. This form is a pre-check authorization to ensure that the proposed use is consistent with the Zoning of the property. Please contact the Planning Division at (951) 826-5371 with any questions.

APPLICANT INFORMATION	
Project Address: (Verified in City) <b>4195 MARIPOSA AVE RIVERSIDE CA 92503</b>	Date:
<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial
Scope of Work (the following description should match the Scope of Work detailed on the plans submitted to Building & Safety if applicable): <b>SB-9 URBAN LOT SPLIT</b>	
Applicant Name:	
Phone Number:	Email:
What is your relation to the Project? <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Design Professional <input type="checkbox"/> Contractor <input type="checkbox"/> Property Owner <input type="checkbox"/> Tenant	
By signing below, you state that the information provided, and all work proposed is accurate and true.	
Applicant Signature:	

STAFF USE ONLY	
Planner: <b>MICHELLE RIVERA</b>	Date: <b>5/28/24</b> Zoning: <b>R-1-7000</b>
<input type="checkbox"/> At Risk Submittal?   Case Number:	Senior Housing?   YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
<input type="checkbox"/> Certificate of Appropriateness Required	Contact Scott Watson, Historic Preservation Officer, 951-826-5507, <a href="mailto:swatson@riversideca.gov">swatson@riversideca.gov</a>
Comments: <b>SB-9 URBAN LOT SPLIT</b> <b>ADDITIONAL UNITS NOT PROPOSED AT THIS TIME.</b>	
READY FOR PERMIT?   YES <input type="checkbox"/> NO <input type="checkbox"/>	READY FOR BUILDING PLAN CHECK?   YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Planner Signature: <b>Michelle Rivera</b>	





## TWO-LOT PARCEL MAP FOR URBAN LOT SPLIT PURSUANT TO SENATE BILL 9 (GOV. CODE §66411.7) AFFIDAVIT OF OWNER OCCUPANCY

This Affidavit is required to be signed by the Applicant for a Parcel Map for an Urban Lot Split to subdivide an established a single-family parcel into two lots pursuant to California Government Code §66411.7 (also known as Senate Bill 9). The signed and notarized Affidavit shall be submitted to the Public Works Department concurrently with the submission of an application for Final Map Check for an Urban Lot Split.

I, the undersigned, hereby declare under penalty of perjury the following (initial each statement):

RJM

1. I am the record legal owner of the property known as:

Assessor's Parcel No. 145-112-008  
Street Address 4195 MAKIPOSA AVE  
RIVERSIDE, CA 92503

(ATTACH A CURRENT GRANT DEED INDICATING OWNERSHIP)

RJM

2. I have submitted, or have consented to the submittal on my behalf, to the City of Riverside an application for a Parcel Map for an Urban Lot Split pursuant to the provisions of §66411.7 of the California Government Code (otherwise known as Senate Bill [S.B.] 9) for the property described above.

RJM

3. I will occupy, as my primary residence, one of the dwelling units located on, or to be constructed upon, the property described above for a minimum of three (3) years following the date of recordation of the final Parcel Map for an Urban Lot Split.

RJM

4. I certify that, as of the date of execution of this Affidavit, the Urban Lot Split will not require the demolition or alteration of any of the following types of housing:
- a. Housing that has been occupied by a tenant other than the record owner at any time in the previous three (3) years.
  - b. Housing that has been withdrawn from the rental market pursuant to Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 (otherwise known as an Ellis Act eviction) at any time in the previous 15 years.
  - c. Housing that is subject to rent control or to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.

RJM

5. I understand and agree that the City of Riverside may take such action as it deems necessary to verify both the accuracy and veracity of this declaration.

RJM

6. I understand and agree that this Urban Lot Split will become invalid, and be subject to enforcement by the City of Riverside, up to and including revoking all approvals including the Certificate(s) of occupancy, if the terms of this Affidavit are found to be false, or if any terms of the Urban Lot Split are violated.

RJM

7. I authorize any person or entity contacted by the City of Riverside in the course of such verification to release such pertinent information as the City seeks.

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.

[Signature]  
Property Owner Signature

LYAN JAMES MCPHERSON  
Property Owner Printed Name

5/1/27  
Date

ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Riverside)

On 05/01/2024 before me, Iris Dan Liu, Notary Public  
(insert name and title of the officer)

personally appeared Ryan James McPherson

who proved to me on the basis of satisfactory evidence to that person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature



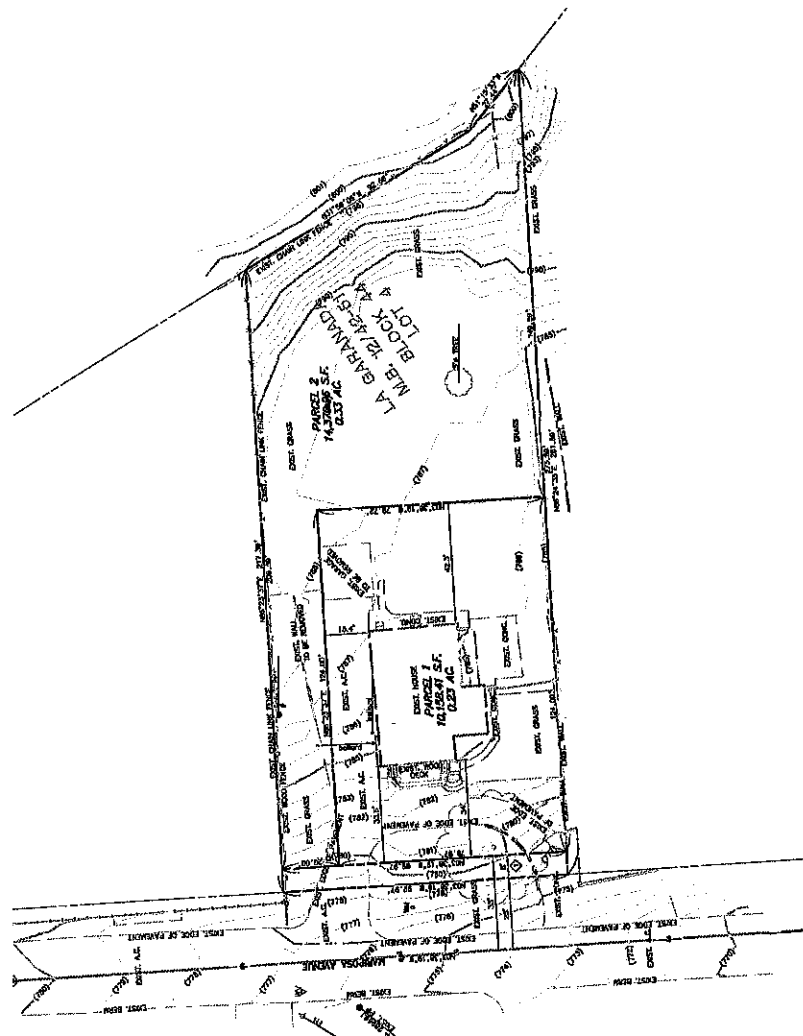
(Seal)



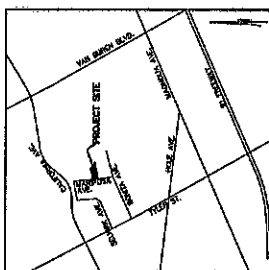


## CITY OF RIVERSIDE

COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



2022 RELEASE UNDER E.O. 14176



**सर्वप्रमाणित**

## Source: <http://www.fishbase.org>

[illegible]

AREAS & USES SCHEDULE	
PAGE NUMBER	CROSS AREA
PAGE 1	10,300.41 S.F. (1023 AC)
PAGE 2	14,271.06 S.F. (1323.44 AC)
TOTAL	24,571.47 S.F. (2346.44 AC)

LEGEND

ASPHALT CONCRETE	EXISTING CHAIN LINK
CONCRETE	EXISTING WOOD FENCE
EXISTING DRIVE	EXISTING WROUGHT IRON
EXISTING SIDEWALK	EXISTING RETAINING WALL
EXISTING SIDEWALK	EXISTING SIDEWALK
EXISTING SIDEWALK	EXISTING WATER METER
EXISTING SIDEWALK	EXISTING GAS METER
EXISTING SIDEWALK	EXISTING WATER VALVE
EXISTING SIDEWALK	EXISTING TIE

SEASON  
PARKING  
IS PROVIDED OFFER NOW DEDUCT FOR STREET  
HOLDING OFF

ENCLOSURE 5-13


CLARENCE 72839  
DARTMOUTH 8480 22

**BASE OF WATER**  
CENTERLINE OF MARPOSA AVE. PER PARCEL MAP 24003  
M.B. 272/89-90 DRAWN AT NOTATION

**DIGALERT**

2 Working Days  
from You Digt  
811



	<p>10000 BOWMAN BELLOW LN          CHICAGO, IL          (312) 433-2700          DREAMING@PAPERLINE.COM</p>	<p><b>OWNER:</b>          FRANK HENDERSON          4000 MARQUARDT AVE          BERKELEY, CA</p>	<p><b>SITE ADDRESS:</b>          4000 MARQUARDT AVE          BERKELEY, CA</p>
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TENTATIVE PARCEL MAP NO.  
CITY OF RIVERSIDE  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

DATE:	10/2/2023
SHEET NO.	33
TOTAL SHEETS	33
SHEET	1
OF	33

TENTATIVE PARCEL MAP NO.  
CITY OF RIVERSIDE  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA