



## TITLE 20 UPDATE PR-2021-001145

Community & Economic Development Department

City Council  
August 20, 2024

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1

## BACKGROUND

- January 2024 – CC heard Title 20 update
  - Included 4 policy considerations
- Council tabled policy considerations and related amendments for future discussion at a workshop
- April 2024 – CC held a workshop and provided direction.



2

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2

1

## POLICY AREAS



3

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3

## AMENDMENT 1: HISTORIC DESIGNATION CONSENT

<b>CODE SECTION</b>	<ul style="list-style-type: none"> <li>• 20.20.020 (Designation Application)</li> <li>• 20.20.080 (Overlay Zone)</li> <li>• 20.20.120 (Designation Process Flow Chart Form)</li> </ul>
<b>CURRENT</b>	<ul style="list-style-type: none"> <li>• Written owner consent required</li> <li>• Cultural Resources Overlay Zone applied to historic designated properties</li> </ul>
<b>CC DIRECTION</b>	<ul style="list-style-type: none"> <li>• Similar to State and Federal</li> </ul>
<b>PROPOSED</b>	<ul style="list-style-type: none"> <li>• Revise to remove consent, but no designation over objection</li> <li>• Revise CR Overlay Zones text for clarity</li> <li>• Remove flow chart</li> </ul>



4

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4

## AMENDMENT 2: NOTICING FOR DEMOLITION

<b>CODE SECTION</b>	<ul style="list-style-type: none"> <li>20.15.055 (Notice for Demolition Permit Review)</li> </ul>
<b>CURRENT</b>	<ul style="list-style-type: none"> <li>COA required for historic structures</li> <li>300-ft radius notice, 10 days prior to meeting</li> </ul>
<b>CC DIRECTION</b>	<ul style="list-style-type: none"> <li>Include increased noticing</li> </ul>
<b>PROPOSED</b>	<ul style="list-style-type: none"> <li>Increase noticing from 10 to 30 days</li> <li>Add posting of notice on site</li> <li>Add exemption for accessory structures</li> </ul>



5

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5

## AMENDMENT 3: CULTURAL RESOURCE REPORT

<b>CODE SECTION</b>	<ul style="list-style-type: none"> <li>20.25.010 (Certificate of Appropriateness Required)</li> </ul>
<b>CURRENT</b>	<ul style="list-style-type: none"> <li>Demolition request reviewed by HP Staff</li> <li>Report required as needed</li> </ul>
<b>CC DIRECTION</b>	<ul style="list-style-type: none"> <li>Include recognition of when a report might be required</li> </ul>
<b>PROPOSED</b>	<ul style="list-style-type: none"> <li>Codify existing process of requiring a report</li> <li>Include language recognizing when report might be required</li> </ul>



6

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6

# AMENDMENT 4: DEMOLITION DEFINITION

<b>CODE SECTION</b>	<ul style="list-style-type: none"> <li>20.50.010 (Definitions)</li> </ul>
<b>CURRENT</b>	<ul style="list-style-type: none"> <li>No definition for demolition</li> </ul>
<b>CC DIRECTION</b>	<ul style="list-style-type: none"> <li>Include demolition by neglect</li> </ul>
<b>PROPOSED</b>	<ul style="list-style-type: none"> <li>Add demolition – 25% of façade; 50% of structure</li> <li>Add demolition by neglect – lack of maintenance</li> </ul>



7

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7

# AMENDMENT 5: COA APPLICATION PROCESS

<b>CODE SECTION</b>	<ul style="list-style-type: none"> <li>20.25.020 (Application)</li> </ul>
<b>CURRENT</b>	<ul style="list-style-type: none"> <li>Application procedures not fully detailed</li> </ul>
<b>CC DIRECTION</b>	<ul style="list-style-type: none"> <li>Include timing for CHB meeting first</li> </ul>
<b>PROPOSED</b>	<ul style="list-style-type: none"> <li>Codify application process</li> <li>Specify CHB meeting prior to others</li> </ul>

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**CERTIFICATE OF APPROPRIATENESS**

The Cultural Heritage Certificate of Appropriateness process applies to historic and potentially significant historic properties and is intended to ensure that the historic integrity of these properties is maintained whenever exterior improvements are made. Municipal Code Title 20 provides the authority and standards of this process.

- All projects should demonstrate compliance with Title 20 and the Historic District Design Guidelines (copies of both documents are available upon request or online at <https://www.riverside.ca.gov/planning/historic-preservation/bookings-historic-properties-and-mile-art-act.aspx>).
- Title 20 outlines when an Administrative or Board Case is required; see Chapter 20.25.
- Please make sure someone with authority regarding property ownership and ability to make decisions is present at the Cultural Heritage Board Meeting (if applicable).
- We will mail our report regarding your application twelve days preceding the scheduled hearing (if applicable).
- Please make sure your application is complete per the following checklist.

**PROCEDURES**

**Administrative Review:** City staff reviews an application to ensure that all of the required information is provided and evaluates the project including a preliminary review of the project's impact to the associated cultural resources. At the end of this 30-day review period, staff provides written comments identifying deficiencies that need to be addressed or deeming the project "complete" to move onto the next phase of review. If the application is complete, your application will be reviewed for historic compatibility and compliance with Title 20 of the Riverside Municipal and the Citywide Historic Preservation Design Guidelines. Within 30 days staff will provide a written determination for the project.

**Cultural Heritage Board Review:** This review mirrors that of the Administrative Review, but the final determination on the project will be by the Cultural Heritage Board rather than staff. Once the application is deemed "complete," staff schedules the application for a Public Meeting before the Cultural Heritage Board. This process usually takes 6-8 weeks. The Cultural Heritage Board meets on the third Wednesday of the month. All legal notices is prepared as required by state law and the meeting is scheduled. There are very minor or no plan changes during this phase. Staff prepares the staff report and a copy of the staff report is sent to you twelve days prior to the public meeting.

**FILING FEES**

See current Fee Schedule (filing fees are generally non-refundable). Additional fees may be required to be submitted PRIOR to scheduling a project for hearing. Check with the Planning Division for current fees.



8

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8

# STRATEGIC PLAN ALIGNMENT



## Strategic Priority No. 2 – Community Well-Being

Goal No. 2.3 - Strengthen neighborhood identities and improve community health and the physical environment through amenities and programs that foster an increased sense of community and enhanced feelings of pride and belonging citywide.



9

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9

# RECOMMENDATIONS

That City Council:

1. Determine that Planning Case PR-2021-001145 is exempt from further California Environmental Quality Act (CEQA) review pursuant to Sections 15308 (Actions to Protect Environment), 15060(c)(2) (No Physical Change), 15060(c)(3) (Not A Project), and 15061(b)(3) (General Rule), as the proposed amendment will cause no direct or indirect change to the environment, does not meet the definition of a Project under CEQA, and it can be seen with certainty that the proposed amendment will not have an effect on the environment;
2. Approve Planning Case PR-2021-001145 (Title 20 Text Amendment) as outlined in the staff report and summarized in the Findings Section of this report; and
3. Introduce, and subsequently adopt, an Ordinance amending Title 20 (Cultural Resources) of the Riverside Municipal Code



10

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10