



Community & Economic Development Department  
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Planning Division

**PLANNING COMMISSION MEETING DATE: SEPTEMBER 15, 2022**  
**AGENDA ITEM NO.: 4**

## ITEM DESCRIPTION

<b>Case Number</b>	PR-2022-001414
<b>Request</b>	To receive and file an update on a retroactive policy change to the Planning Division standard Condition of Approval on Tentative Maps related to Grading Permit Issuance.
<b>Project Location</b>	Citywide
<b>Wards</b>	All
<b>Staff Planner</b>	Judy Egüez, Senior Planner 951-826-3969 jeguez@riversideca.gov

## RECOMMENDATIONS

Staff recommends that the Planning Commission receive and file an update on a retroactive policy change to the Planning Division standard Condition of Approval on Tentative Maps related to Grading Permit Issuance.

## BACKGROUND/DISCUSSION

Development projects that include parcel maps (1-4 lots) or tract maps (5 or more lots) to subdivide property have historically included a standard Planning Condition of Approval requiring that, prior to issuance of grading permits, the Final Map be recorded for the project. Typically, this condition states:

- *Prior to Grading Permit Issuance:*
  - Parcel/Tract Map No. X shall be recorded.

Based on discussions with developers, the condition, as imposed by the City, sometimes delays them moving forward with their projects. In most cases, the process to record a map takes longer than the process to issue a Grading Permit because of the requirements for map recordation (recording CC&Rs, hiring of a licensed professional to prepare the final map, securing financing, preparing bond documents, scheduling for City Council).

For all future projects, the Planning Division will modify the standard Condition of Approval as follows:

- *Prior to Building Permit Issuance:*
  - Parcel/Tract Map No. X shall be recorded.

Modifications to the timing of recordation of Maps, as outlined above, will allow development projects to move forward while ensuring compliance with the Zoning Code and Subdivision Map Act by holding building permits until the Final Map is recorded.

To implement this policy, at a minimum, staff will require that an “at-risk” letter signed by the applicant be placed on file and an increased bond be submitted to the Public Works Department to ensure the site is stabilized and secured if grading and site development is not completed. City staff will review each case individually on a case-by-case basis to determine the specific requirements.

To streamline the development process and align with the Streamline Riverside and Build Riverside Initiatives, staff will request that City Council authorize staff to retroactively modify this Condition of Approval for previously approved Tentative Maps for active and entitled projects.

Staff anticipates submitting this request to City Council at their September 20, 2022 meeting.

## STRATEGIC PLAN

This item contributes to the Envision Riverside 2025 City Council Strategic Priority 5 – High Performing Government and specifically: **Goal 5.2 - Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City.**

This item also aligns with the following Cross-Cutting Threads:

1. **Community Trust:** The retroactive change will benefit the public interest in implementing an efficient process that streamlines development in the City.
2. **Equity:** The retroactive change will be implemented to all Tentative Maps approved in the City.
3. **Fiscal Responsibility:** Implementation of the retroactive change does not impact the City's financial resources.
4. **Innovation:** The retroactive change is a result of collaboration with developers and adapting processes to the City's development needs.
5. **Sustainability and Resiliency:** The retroactive change reflects how the City is committed to protecting the present needs without compromising the future.

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Prepared by: Judy Egüez, Senior Planner

Approved by: Mary Kopaskie-Brown, Acting Deputy Director and City Planner