



City of Arts & Innovation

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: DECEMBER 3, 2024**  
**FROM: PUBLIC WORKS DEPARTMENT      WARD: 4**  
**SUBJECT: FINAL APPROVAL OF PARCEL MAP NO. 38174 – 841 ALPINE MEADOWS LANE, SITUATED ON THE SOUTH SIDE OF ALPINE MEADOWS LANE EAST OF HARBART DRIVE AND WEST OF KINGDOM DRIVE**

**ISSUE:**

Adoption of the Resolution of Acceptance for final approval of Parcel Map No. 38174, and acceptance of the agreement and sureties for faithful performance, construction of improvements and the labor and material bond in accordance with Section 18.220.020 of the Riverside Municipal Code.

**RECOMMENDATIONS:**

That the City Council:

1. Adopt the Resolution of Acceptance for final approval of Parcel Map No. 38174; and
2. Accept the agreement and sureties for the installation and faithful performance of improvements and the labor and material bond in accordance with the improvement plans for the development of Parcel Map No. 38174.

**BACKGROUND:**

When a subdivision is proposed to be created through the tentative map process, a final parcel map shall be filed for recording with the County Recorder pursuant to California Government Code Section 66466. No proposed subdivision shall be complete until such final parcel map has been filed for recording and the parcels are legally created. Often the recordation allows developers to secure funding, obtain letters of intent, facilitate construction agreements, and/or secure permits to break ground.

The preparation of tentative parcel maps can be lengthy and costly as developers must hire a professional consultant team to prepare the tentative parcel map, prepare architectural drawings and elevations, secure financing, and in many cases, developers must investigate soil conditions, and/or hire biologists to consider environmental and project impacts. The Subdivision Map Act allows for tentative parcel maps to be recorded within 24 months, and the City adds an additional 12 months, for final approval unless time extensions are granted before the map expires. This

project is not eligible for any State mandated extensions, and the project did not require any discretionary one-year extensions.

As part of the development process to subdivide a parcel into four or fewer parcels in the R-1-1/2 Acre – Single Family Residential Zone consistent with the VLDR – Very Low Density Residential General Plan land use designation, a tentative parcel map (map) is required to be approved by the Community & Economic Development Department (CEDD) Director. Once a map is tentatively approved, the developer/property owner must satisfy specific conditions for approval and recordation of the final parcel map. The final parcel map will be checked for conformance with the tentative parcel map, the associated conditions of approval and technical accuracy and, when found to be acceptable by City staff, will be transmitted to the City Council for acceptance. Final parcel maps requiring the City Clerk to accept dedications are presented before the City Council to adopt the Resolution of Acceptance for final approval of the respective map.

**DISCUSSION:**

The subject property consists of one parcel on 5.75 acres, located at 841 Alpine Meadows Lane, situated on the south side of Alpine Meadows Lane between Harbart Drive and Kingdom Drive. The site is partially developed with an existing 2,829 square foot single family residence, a 968 square foot detached garage. Parcel Map No. 38174 is a proposal by Jerardo Reyes and Ryan Williams to subdivide one parcel into three developable parcels and a Lettered (Open Space) Lot, with an existing single-family residence in the R-1-1/2 Acre - Single Family Residential Zone, in Ward 4. On October 6, 2023, the Project was approved by the CEDD Director; the project was then referred to City Council and on February 27, 2024, the City Council upheld the decision of the CEDD Director. At the request of the applicants, the project was revised and considered within substantial conformance on October 17, 2024. The Parcel Map has been delivered to City Council within 3 years of approval, subject to the completion of conditions (Attachment 3).

Staff has determined the developer has satisfied the necessary conditions required for final parcel map approval and recommends the final parcel map be accepted and approved pursuant to Section 18.090.060(C) of the Riverside Municipal Code. The Community & Economic Development Department (CEDD), Public Works (PW), Riverside Public Utilities (RPU), and Parks, Recreation, and Community Services (PRCS) Departments have indicated that the following specific conditions for map approval and recordation have been satisfied:

Table 1: Specific Conditions Satisfied for Final Tract Map Approval and Recordation

| Dept. | Division      | Condition(s)  | Condition(s) Satisfied |
|-------|---------------|---|------------------------|
| CEDD  | Planning      | Covenant and Agreement for Fire Protection Plan                                 | 11/06/2024             |
| PW    | Land Develop. | Fees Paid, approved off-site improvement plans, bonds provided for improvements | 11/13/2024             |
| PW    | Survey        | Technically correct map, monument deposit                                       | 10/22/2024             |
| RPU   | Water         | Water Fees paid   | 10/23/24               |
| RPU   | Electric      | Electric fees paid, easements provided, electric plans approved                 | 11/06/2024             |
| PRCS  | NA            | Fees paid/Trail   | 11/05/2024             |

The Community & Economic Development Director concurs with the recommendations noted in this staff report.

**STRATEGIC PLAN ALIGNMENT:**

This item contributes to **Strategic Priority – Economic Opportunity** and **Goal 3.3** – Cultivate a business climate that welcomes innovation, entrepreneurship, and investment.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** - The acceptance for final approval of the map is a transparent process as it is presented to Council for final approval. Additionally, the necessary entitlements have been obtained for development of the project site with a Residential Development.
2. **Equity** – The Subdivision process is available to all eligible property owners.
3. **Fiscal Responsibility** – The Public Works Department assesses a modest fee to assist in recovering costs associated with the process.
4. **Innovation** - This map approval is neutral towards this cross-cutting thread.
5. **Sustainability and Resiliency** - The development associated with this map will provide housing for future City residents.

**FISCAL IMPACT:**

There is no fiscal impact for the finalization of Parcel Map No. 38174.

Prepared by: Eswin Vega, Senior Engineering Tech  
Approved by: Gilbert Hernandez, Public Works Director  
Certified as to  
availability of funds: Kristie Thomas, Assistant Chief Financial Officer/Finance Director  
Approved by: Kris Martinez, Assistant City Manager  
Approved as to form: Jack Liu, Interim City Attorney

Attachments:

1. Map
2. Resolution of Acceptance
3. Substantial Conformance Conditions of Approval
4. Bonds