



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MARCH 11, 2025

FROM: PUBLIC WORKS DEPARTMENT WARD: 5

**SUBJECT: FINAL APPROVAL OF PARCEL MAP NO. 37964 – LOCATED ON THE
NORTHERLY SIDE OF 9261 DUNCAN AVENUE, BETWEEN TURNBULL ROAD
AND PERSHING DRIVE**

ISSUES:

Adoption of the Resolution of Acceptance for final approval of Parcel Map No. 37964 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. 37964; 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. 37964.

BACKGROUND:

When a subdivision is proposed to be created through the tentative map process, a final 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 map has been filed for recording and the lots/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 maps can be lengthy and costly as developers must hire a professional consultant team to prepare the tentative 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 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. The City's Subdivision Code and the Subdivision Map Act allow for project extensions under specific

circumstances; however, this project was not eligible for any State mandated extensions nor did the project require any City discretionary one-year extensions.

As part of the development process to subdivide a parcel into four or fewer parcels in the R-1-7000 - Single Family Residential Zone, a tentative parcel map (map) is required to be reviewed by the Development Review Committee and approved by the Community & Economic Development 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, with dedications, 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 parcel map.

DISCUSSION:

The subject property consists of one parcel on 1.0 acres, located at 9261 Duncan Avenue, between Turnbull Road and Pershing Drive, in the R-1-7000 - Single Family Residential Zone, in Ward 5. Parcel Map No. 37964 is a proposal by Russell Crha to subdivide one parcel into 4 parcels. On July 18, 2023, the Community & Economic Development Director approved Parcel Map No. 37964 (Planning Cases PR-2021-001001), subject to the completion of conditions (Attachment 3).

Staff have 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 Map Approval and Recordation

Dept.	Division	Condition(s)	Condition(s) Satisfied
CEDD	Planning	Reciprocal Access Agreement prepared and record concurrently	12/30/2024
PW	Land Develop.	Fees Paid, approved off-site improvement plans, bonds provided for improvements	12/30/2024
PW	Survey	Technically correct map, monument deposit	06/06/2022
RPU	Water	Water fees paid, bonds provided for improvements, water plans approved	11/25/2024
RPU	Electric	Electric fees paid, easements provided, electric plans approved	11/15/2024
PRCS	NA	Fees paid	12/31/2024

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

STRATEGIC PLAN ALIGNMENT:

This item contributes to **Strategic Priority 3 – 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 the development of the project site with 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. 37964.

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. Development Review Committee Staff Report - Conditions of Approval
4. Bonds