



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 19, 2025
FROM: PUBLIC WORKS DEPARTMENT WARD: 4
**SUBJECT: FINAL APPROVAL OF TRACT MAP NO. 38431 LOCATED AT THE
NORTHWEST CORNER OF DAUCHY AVENUE AND VICTOR HUGO DRIVE**

ISSUE:

Adoption of the Resolution of Acceptance for final approval of Tract Map No. 38431, 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 Tract Map No. 38431; 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 Tract Map No. 38431.

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 both 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 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. This project was not eligible for any State mandated extensions, and the project did not utilize or need any discretionary one-year extensions.

As part of the development process to subdivide a lot into multiple lots in the VLDR – Very Low Density Residential General Plan Designation in the R-1-1/2 Acre – Single Family Residential Zone, a tentative tract map (map) is required to be approved by the Riverside City Planning Commission. Once a map is tentatively approved, the developer/property owner must satisfy specific conditions for approval and recordation of the final tract map. The final tract map will be checked for conformance with the tentative tract 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 tract maps and in some instances 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 contiguous lot on 3.52 acres, located at the Northwest corner of Dauchy Avenue and Victor Hugo Drive, in the VLDR – Very Low Density Residential General Plan Designation in the R-1-1/2 Acre – Single Family Residential Zone, in the Alessandro Heights Neighborhood, in Ward 4. Tract No. 38431 is a proposal by Andrew Woodard, of the Woodard Group to subdivide the one lot into a six (6) lot Development, consisting of a new cul-de-sac street. On December 7, 2023, the City of Riverside Planning Commission approved Tract Map No. 38431 (Planning Cases PR-2022-001424 - Tentative Tract Map). The Tract Map is delivered to City Council within the three-year entitlement phase.

Staff has determined the developer has satisfied the necessary conditions required for final tract map approval and recommends the final tract 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 the specific conditions, listed in Table 1, 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	CC&Rs prepared and ready to be recorded	8/27/24
PW	Land Develop.	Fees Paid, approved off-site & onsite improvement plans, bonds provided for improvements	5/12/25
PW	Survey	Technically correct map, monument deposit	5/12/25
RPU	Water	Water –	8/6/24
RPU	Electric	Electric easements	4/14/25
PRCS	Planning	Fees paid	5/8/25

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

STRATEGIC PLAN ALIGNMENT:

This item contributes to **Strategic Priority No. # 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 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 associated with the finalization of Tract Map No. 38431.

Prepared by: Doug Webber, City Surveyor
Approved by: Gilbert Hernandez, Public Works Director
Certified as to
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by: Kris Martinez, Assistant City Manager
Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Map
2. Resolution of Acceptance
3. Staff Report and Staff Recommended Conditions
4. Bonds