

Chapter 18.140**APPROVING AND APPEAL AUTHORITY**

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18.140.010 Purpose.

This Chapter identifies the designated approving authority for the review of maps, permits and actions required by this Title. (Ord. 6968 §1, 2007)

18.140.020 Designated Approving and Appeal Authority.**A. General Provisions.**

The Approving and Appeal Authority, as designated in Table 18.140.040, shall approve (in full or in part), conditionally approve (in full or in part), modify, or deny (in full or in part) applications in accordance with the requirements of this Title. [Table 18.140.040](#) identifies both final (F) and appeal (A) authorities for each application. When a proposed project requires more than one permit, the permits shall be processed pursuant to Section [18.140.030 Concurrent Processing of Permits](#) of this Title.

B. Findings Required.

In acting on an application, the Approving or Appeal Authority shall make the applicable findings required for a particular map, permit or action and as may be required by other laws and regulations.

C. Appeals.

An action of the Approving Authority may be appealed pursuant to procedures set forth in [Chapter 18.170 Appeals](#). (Ord. 6968 §1, 2007)

18.140.030 Concurrent Processing of Permits.

When a proposed map, permit or action requires more than one application with more than one Approving or Appeal Authority, all applications shall be processed concurrently as interrelated permits for a project and shall not be bifurcated. The highest designated Approving or Appeal Authority for all such requested applications shall take final action on multiple permits. For example, the Planning Commission takes final action on a Tentative Tract Map. However, when processed in conjunction with a General Plan Amendment, for example, the Tentative Tract Map shall be reviewed and acted upon by the City Council in conjunction with the other application request(s). The Planning Commission provides recommendations to the City Council on both entitlement requests. (Ord. 7341 §7, 2016; Ord. 6968 §1, 2007)

18.140.040 Approving and Appeal Authority Table.

Type of Map, Permit or Action	Zoning Administrator (ZA) or City Surveyor(6)	City Planning Commission (CPC)	City Council (CC)1, 2
Administrative			
Certificate of Compliance	F	AR	A/F
Final Condominium Map			F(3)
Final Environmental Subdivision Map			F(3)
Final Parcel Map			F(3)
Final Reversion to Acreage Map			F(3)
Final Tract Map			F(3)
Final Vesting Map			F(3)
Lot Line Adjustments	F	AR	A/F
Lot Consolidations	F	AR	A/F
Lot Mergers/Unmergers	F	AR	A/F
Modifications	F	AR	A/F(4)
Notice of Violation	F	AR	A/F
Parcel Map Waivers	F	AR	A/F
Tentative Parcel Map	F	AR	A/F(5)
Time Extensions	F	AR	A/F
Public Hearing			
Tentative Condominium Map		F	A/F
Tentative Environmental Subdivision		F	A/F
Tentative Reversion to Acreage Map		F	A/F
Tentative Tract Map		F	A/F(5)
Tentative Vesting Map		R	A/F

R = Recommending Authority; F = Final Action Authority (unless appealable or referred); A = Appeal Authority; AR = Approving Authority as Zoning Administrator on Referral

- (1) Decisions of the City Council are final and cannot be appealed.
- (2) An item pulled from the City Council Consent Calendar which was originally heard at a public hearing, will need to be re-advertised for such hearing prior to being heard.
- (3) The Public Works Department submits all Tract Maps and those Parcel Maps that require offers of dedications to the City Council for adoption. After adoption they are transmitted to the County Recorder for recordation. Parcel Maps not requiring offers of dedication are approved by the Public Works Department and submitted to the County Recorder for recordation.
- (4) See Title 19 (Zoning Code) of the Riverside Municipal Code, Section 19.650.020 (C) (2) - Designated Approving Authority
- (5) Tentative RC Zone Maps require City Council approval on its consent calendar.
- (6) As set forth in this Title, either the Zoning Administrator or the City Surveyor shall be the approving authority

for the action listed.

Note: The Zoning Administrator or City Surveyor may refer the action to the next higher Approving Authority in the hierarchy of decision-making. (Ord. 7341 §7, 2016; Ord. 7091 §4, 2010; Ord. 6968 §1, 2007)