



# Subdivision Ordinance Update

Planning Commission Study Session

May 18, 2023



# Agenda

**Current Status of the Ordinance Update**

**Main Changes to Ordinance**

**Next Steps**

# Subdivision Ordinance Update

## What is the Subdivision Ordinance?

- The Subdivision Ordinance is a key element in a City's suite of regulations to promote coordinated and efficient development consistent with the General Plan and Zoning Regulations.
- The Subdivision Ordinance follows the State of California Subdivision Map Act with some local refinements.
- The City of Long Beach Subdivision Ordinance (Title 20) is part of the Municipal Code.
- Last comprehensive update in 1983.



# Subdivision Ordinance Update

## Purpose of the Update – Main Topics

- Create a Subdivision Ordinance which is **legally consistent** with the State Subdivision Map Act (Government Code Sections 66410 through 66499.38).
- **Align City processes** for review of minor map approvals (lot mergers, lot line adjustments, parcel maps) with State law to streamline work efforts.
- Provide **consistency with the General Plan**, including the updated Land Use Element, Mobility Element, and Urban Design Element.
- Improve **procedural consistency and accuracy** in processing subdivision cases by including clear and unambiguous language in the text and clarifying applicable processes for different types of maps.

# Work Program



# Subdivision Ordinance Update

## Code User Consultation Meetings – Key Takeaways

- Early Review to determine red flags – reinstate roundtable meetings with applicant and staff from various departments involved in the review of maps.
- Streamline lot line adjustments and mergers.
- Have Zoning Administrator act on parcel maps.
- Identify inconsistencies between Subdivision Regulations and Zoning Regulations.
- Don't issue building permits until maps processes have been finalized and environmental clearances obtained.



# Subdivision Ordinance Update

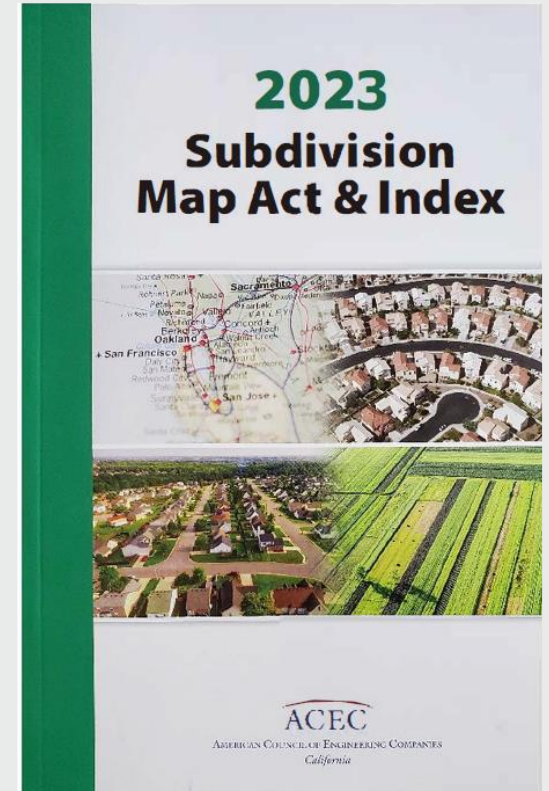
## Ordinance Chapters

- 20.02 - GENERAL PROVISIONS
- 20.04 – REVIEW AUTHORITY & PROCEDURES
- 20.06 – TYPES OF MAPS REQUIRED
- 20.08 - DESIGN STANDARDS
- 20.10 - DEDICATION AND IMPROVEMENTS
- 20.12 - TENTATIVE MAPS
- 20.14 - VESTING TENTATIVE MAPS
- 20.16 - FINAL MAPS
- 20.18 – URBAN LOT SPLITS
- 20.20 - LOT LINE ADJUSTMENT
- 20.22 - VOLUNTARY LOT MERGER
- 20.24 - CITY-INITIATED LOT MERGER
- 20.28 – ILLEGAL LOTS & CERTIFICATES OF COMPLIANCE
- 20.30 – COMMON INTEREST SUBDIVISIONS
- 20.31 – AIRSPACE SUBDIVISIONS
- 20.32 - CONDOMINIUM, COMMUNITY APARTMENT PROJECT AND STOCK COOPERATIVE CONVERSION
- 20.34 - SUBDIVISION OF A MOBILEHOME PARK
- 20.36 - DEFINITIONS

# Subdivision Ordinance Update

## Legally Consistent with State Subdivision Map Act

- Various sections include updates to incorporate current Subdivision Map Act language, including, but not limited to:
  - Exemptions to subdivision requirements
  - Noticing for public hearings
  - Lot Line Adjustments – findings for approval
  - City-initiated mergers processing and noticing
  - Current mobile home park conversion requirements (offer to residents, impact report, survey, hearing, etc.)
  - Terminology and definitions





# Subdivision Ordinance Update

## Urban Lot Splits (consistency with SB-9 - effective 1-1-22)

- Allows for streamlined review of urban lot splits in R-1 zones:
  - Applications are ministerial – no public hearing required
  - Subdivide an existing parcel to create no more than two new parcels
  - Require each lot to have access from a right-of-way (public street or alley)
  - Require a minimum lot size of 1,200 SF per lot
  - Conform to the minimum lot width of the zoning designation
  - Some sites with special resource restrictions are not eligible (i.e. wetlands, hazardous waste site, conservation easement, earthquake fault zone, Historic Landmark or within a Historic District)

# Subdivision Ordinance Update

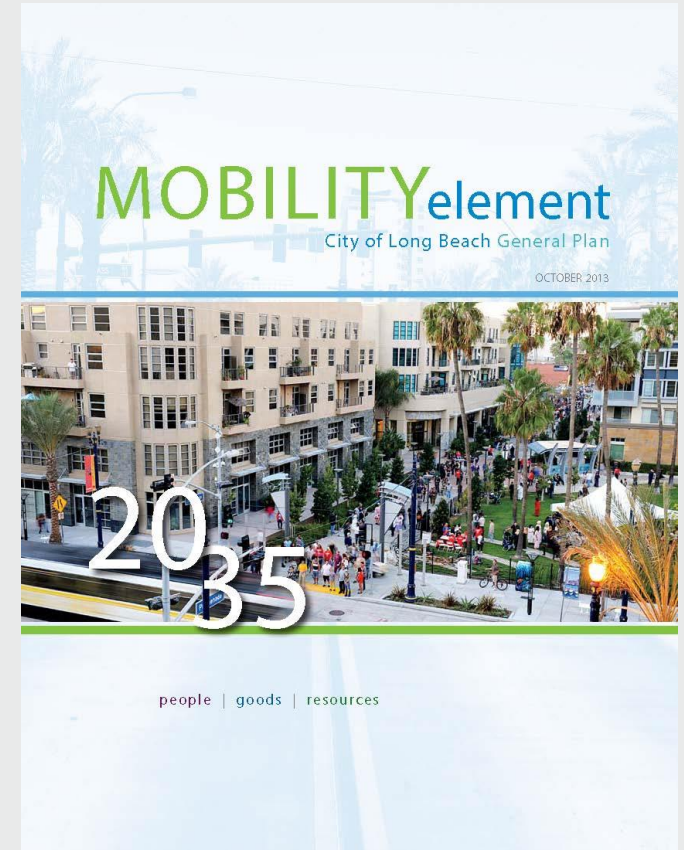
## Streamline City processes for review of minor map approvals

Map Type	Current Review Authority	Proposed Review Authority	Appeal Body
Lot Line Adjustment, Voluntary Merger	Zoning Administrator	Director (No hearing)	N/A
Certificate of Compliance	Director	Director (No hearing)	N/A
City-Initiated Merger	Zoning Administrator	Zoning Administrator	Planning Commission
Tentative Map Withdrawal	Planning Commission	Director (No hearing)	N/A
Tentative Parcel Map for 4 or fewer residential lots or zoned for commercial or industrial development	Planning Commission	Zoning Administrator	Planning Commission
Tentative tract map for up to 50 residential lots or 100% affordable	Planning Commission	Zoning Administrator	Planning Commission
Tentative map time extensions	Zoning Administrator	Director (No hearing)	N/A

# Subdivision Ordinance Update

## Consistency with the General Plan

- Updated list of purposes of the Ordinance to reference multiple alternative transportation modes beyond streets pursuant to updated Mobility Element.
- Included a finding to support an exception to subdivision standards that references that the map demonstrates increased energy efficiency and mobility.
- Added references in design standards and definitions.



# Subdivision Ordinance Update

## Improve procedural consistency and accuracy in processing subdivision cases

- Provided for **concurrent processing** of subdivisions with other entitlement processes in terms of hearing dates and approval expiration dates (consistent with approved relief package)
- Updated **noticing procedures** in alignment with other sections of the Municipal Code and the Subdivision Map Act
- Amended **appeals** discussion to be consistent with Zoning Ordinance §21.21.501- 21.21.506
- Included information in the code about required **submittal information** for maps



# Subdivision Ordinance Update

## Next Steps

- Revising the Draft Ordinance based on feedback
- Planning Commission Public Hearing
- City Council Public Hearing





**Thank you**

**Submit comments and questions to:**

Sergio Gutierrez, Planner IV  
Long Beach Development Services 411  
W. Ocean Blvd., 3rd Fl. Long Beach, CA  
90802

562-570-5934

[Sergio.Gutierrez@longbeach.gov](mailto:Sergio.Gutierrez@longbeach.gov)

# Subdivision Ordinance Update – Noteworthy Changes

Pages	Topics	Changes
7-11	20.04 – Review Authority	Calls out level of review for different subdivision actions and reflects the ordinance update goal of streamlining. Tables 1 & 2 summarize the process while later chapters go over the process details for different maps. This chapter also goes over how appeals are handled.
12-13	20.06 – Types of Maps Required	Provides a simple overview of typical maps and Table 3 summarizes map requirements for different requests.
15-17	20.08.070 – Street Access	Updated to include street types and widths consistent with the Mobility Element. Provides for exceptions to street improvements based on findings.
18	20.08.110 – Street Naming Requirements	Describes more robust guidance on street naming for subdivisions of land.
18-19	20.08.115 – Street Name Changes for existing streets	Outlines the review process for street name changes.
22-23	20.08.170 – Right-of-Way Vacations	Includes submittal requirements, outlines process, and provides findings to support approval.
24-28	20.10 – Dedications & Improvements	Updated the process and authority for approval of various improvements.

# Subdivision Ordinance Update – Noteworthy Changes

Page	Topics	Changes
29-32	20.12.030, 20.12.035, & 20.12.037 – Tentative Map form, contents, & accompanying data	Added a list of information to be included on tentative maps along with accompanying reports and other data.
33	20.12.070 – Hearing – Time to be held	Added language to address bundling of entitlements (i.e., a map may be processed with a CUP, development plan, etc.). This accommodates situations where it is more efficient to have several entitlements handled at one hearing.
33-35	20.12.080 – Hearing Notice	Updated for consistency with Map Act Section 66451.3 which references Sections 65090 & 65091 of Planning & Zoning Code for public hearings.
37	20.12.140.E.- Zoning Administrator – Waiver of final parcel map.	Section E was added to accommodate time extension requests for a parcel map waiver.
37	20.12.170.D. – Tentative map revisions – After Approval	Added hierarchy to Section D for how changes after a tentative map approval are handled.
39	20.12.190 – Time extensions	Updated to provide objective circumstances for the approval of a map time extension.



# Subdivision Ordinance Update – Noteworthy Changes

Page	Topics	Changes
42	20.16.060 – Final parcel map—Approval	Added language that monuments are set before the Public Works Director can officially approve the final map.
44-51	20.18 – Urban Lot Split	Added City’s draft ordinance for SB9 compliance into the body of the draft subdivision ordinance.
52-54	20.20 – Lot Line Adjustments	Made changes to be consistent with State law, streamlined the process, and added detailed information for submittal requirements.
55-59	20.22 – Voluntary Lot Mergers	Created a separate section for voluntary lot mergers that are more commonly processed through a ministerial process and are generally straightforward. Includes detailed submittal information.
60-62	20.24 – City-Initiated Lot Mergers	Created a separate section for City-Initiated lot mergers that come up rarely and are likely to require some exceptions to City lot standards or have other underlying issues. These mergers require a public hearing before the Zoning Administrator. Reference made to Section 20.22 for detailed submittal information.
63-64	20.28 - Illegal Lots & Certificates of Compliance	Replaced Fractional Lots Chapter – archaic chapter name changed and focus of content is on cases where a certificate of compliance is appropriate.

# Subdivision Ordinance Update – Noteworthy Changes

Pages	Topics	Changes
65-66	20.30 – Common interest Subdivisions	Added guidance for airspace condominiums and planned unit development projects that are commonly requested and can accommodate higher residential densities.
67	20.31 – Airspace Subdivisions	Added guidance for airspace subdivisions that divide property ownership into three-dimensional spaces, often stacked upon one another. Airspace Subdivisions are not allowed within residential zoning districts and are intended to serve mixed use, multi-story buildings within all commercial zoning districts where permitted.
68-81	20.32 - Conversions	Updated to reflect current City processes and be consistent with other City and State code references. Added existing conditions report details (20.32.175) and improvement plan requirements (20.32.180).
82	20.34 – Subdivision of a Mobilehome Park	Added information to be included in a Conversion Impact Report in Section 20.34.020.
86-94	20.36 - Definitions	Modified and updated multiple existing definitions and added new definitions.

# Subdivision Ordinance Update

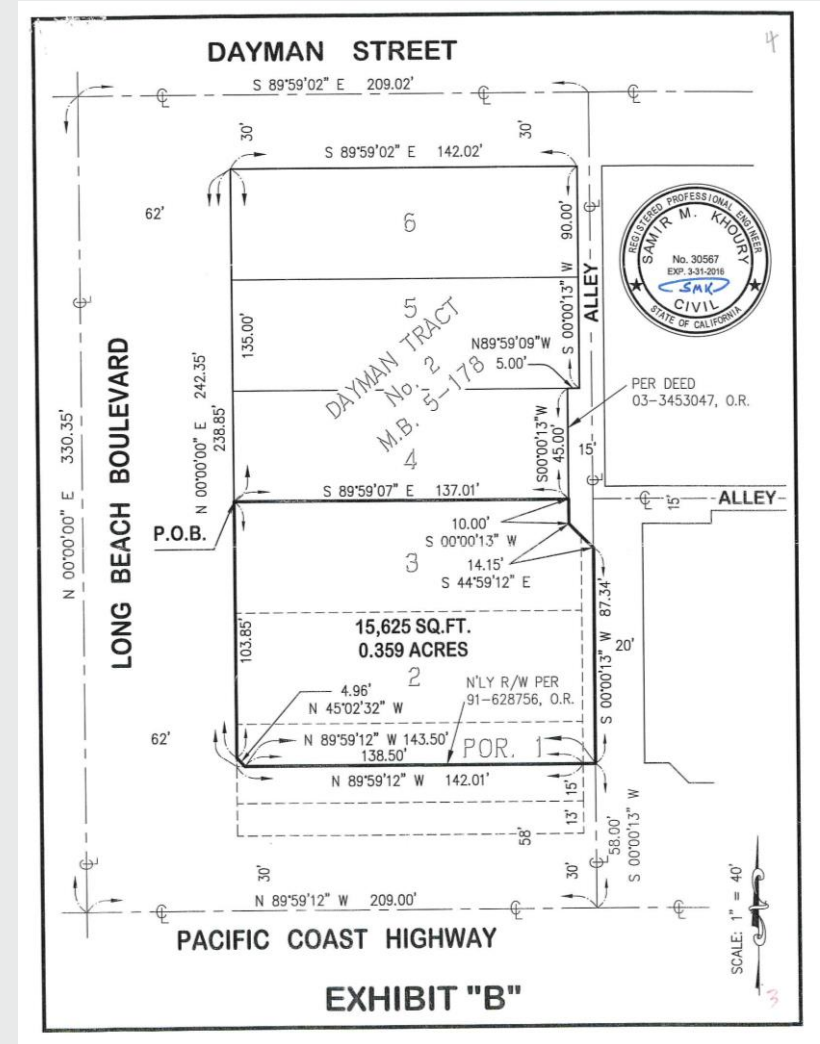
## What is a subdivision?

- A subdivision is a map which shows a property divided into multiple lots or units for individual sale.
- It can range from a simple lot split – dividing one parcel into two lots - or be a large tract of land divided into many lots.
- Subdivisions generally create real lot lines, but also can be defined as the exclusive right to occupy airspace within a building (condominium).
- Conversions are a form of subdivision where existing rental units in buildings are converted into for-sale units.

# Subdivision Ordinance Update

## What is a lot merger?

- Consolidation of two or more recorded contiguous lots.
- Voluntary merger is similar to a Lot Line Adjustment – typically used to eliminate a lot line to accommodate a development project.
- City-initiated mergers may be pursued with adjacent lots held by the same owner to address technical deficiencies such as lot area, access issues, and lack of services to create more conforming lots.





# Subdivision Ordinance Update

## What is a Lot Line Adjustment?

- Used to modify the location of lot lines between adjacent parcels.
- Main criterion – does not result in the creation of any additional lots.
- Exempted from tentative map requirements if the adjustment is between 4 or fewer lots.
- Final changes reflected in recorded deeds.

