

**THIS WORKSHOP WILL BE CONDUCTED  
PURSUANT TO THE GOVERNOR'S EXECUTIVE  
ORDER N-29-20 WHICH SUSPENDS CERTAIN  
REQUIREMENTS OF THE RALPH M. BROWN ACT.**

**IN PERSON ATTENDANCE AT THIS WORKSHOP IS  
CURRENTLY NOT PERMITTED. RESIDENTS MAY OBSERVE  
THE MEETING REMOTELY VIA LIVESTREAM ON THE CITY  
WEBSITE OR ON SPECTRUM CABLE TV CHANNEL 3 AND  
FRONTIER CABLE TV CHANNEL 26**

**FOR DETAILED INFORMATION ON HOW TO PARTICIPATE IN  
REMOTE PUBLIC COMMENT PLEASE VISIT OUR WEBSITE  
AT: [www.uplandca.gov/home](http://www.uplandca.gov/home)  
OR CONTACT THE CITY CLERK'S OFFICE AT 909-931-4120**

**AGENDA ATTACHED**



NOTICE IS HEREBY GIVEN, that the undersigned Mayor Bill Velto of the City of Upland, pursuant to legal requirements, does hereby call a special joint workshop of the Upland City Council and the Planning Commission.

**Tuesday, June 22, 2021**  
**5:00 p.m.**  
**City Council Chamber**

A handwritten signature in black ink, appearing to be "Bill Velto", is written above a horizontal line.

Bill Velto, Mayor

**AGENDA ATTACHED**



## **Special Meeting**

**June 22, 2021**

**5:00 PM**

**CONDUCTED VIA ZOOM**

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### **Joint Workshop of the City Council and Planning Commission**

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1. CALL TO ORDER AND ROLL CALL OF THE CITY COUNCIL
2. CALL TO ORDER AND ROLL CALL OF THE PLANNING COMMISSION
3. ORAL COMMUNICATIONS  
Pursuant to Government Code Section 54954.2, any member of the public may address any item listed on the agenda. Anyone wishing to address the legislative body should submit a speaker card to the City Clerk at or prior to speaking. Speakers shall keep their comments to no more than three (3) minutes.
4. STUDY SESSION REGARDING THE 2021-2029 HOUSING ELEMENT UPDATE TO THE UPLAND GENERAL PLAN  
The City Council and Planning Commission will conduct a second public workshop to review potential land use policy options related to the 2021-2029 Housing Element Update as required by State law. No final decisions are proposed at this meeting. (Staff Person: Robert Dalquest)
5. ADJOURNMENT. The next regularly scheduled City Council meeting is Monday, June 28, 2021. The next regularly scheduled Planning Commission meeting is Wednesday, June 23, 2021.

**NOTE:** All Agenda items and back-up materials are available for public review at the Upland Public Library, downstairs reference desk at 450 North Euclid Avenue, the City Clerk's Office at 460 North Euclid Avenue and the City website at [www.uplandca.gov](http://www.uplandca.gov).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 909.931.4120. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA Title II]

**POSTING STATEMENT:** On June 17, 2021 a true and correct copy of this agenda was posted on the bulletin boards at 450 N. Euclid Avenue (Upland Public Library) and 460 N. Euclid Avenue (Upland City Hall).



## STAFF REPORT

ITEM NO. 4

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DATE: JUNE 22, 2021

TO: MAYOR AND CITY COUNCIL  
PLANNING COMMISSION

FROM: STEPHEN PARKER, ACTING CITY MANAGER

PREPARED BY: ROBERT D. DALQUEST, DEVELOPMENT SERVICES DIRECTOR

SUBJECT: CITY COUNCIL AND PLANNING COMMISSION WORKSHOP #2  
2021-2029 HOUSING ELEMENT UPDATE

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### RECOMMENDATION

It is recommended that the City Council and Planning Commission conduct a second public workshop to review potential land use policy options related to the 2021-2029 Housing Element Update as required by State law. No final decisions are proposed at this meeting.

### DISCUSSION

The Housing Element is one of seven elements of the Upland General Plan. State law requires every city within the Southern California Association of Governments ("SCAG") region to update its Housing Element in 2021. Additional background information regarding the Housing Element is posted on the City's Housing Element web page at:

<https://www.uplandca.gov/2021-2029-housing-element-update>

On February 25, 2021, the City conducted a public workshop to provide the City Council, Planning Commission and other interested members of the community with an overview of State Housing Element requirements. The

staff report for that workshop provides background information and can be downloaded at:

<https://www.uplandca.gov/uploads/files/CityClerk/CC%20Packets/2021%20packets/SPECIAL%20JOINT%20CC%20PC%20PACKET%20FEBRUARY%2025%202021.pdf>

At the February 25<sup>th</sup> workshop it was noted that a critical issue for the Housing Element Update is identifying adequate sites that could accommodate the City’s Regional Housing Needs Assessment (“RHNA”) allocation of 5,686 units, which is distributed among the following income categories.

**6<sup>th</sup> Cycle RHNA by Income Category: Upland**

Very Low	Low	Moderate	Above Moderate	Total
1,584	959	1,013	2,130	5,686

Source: SCAG, 3/4/2021

Significance of the RHNA

The RHNA identifies the amount of additional housing of different types a jurisdiction would need to fully accommodate its existing population plus its assigned share projected growth over the next 8 years while avoiding problems like overcrowding and overpayment. The RHNA is a *planning requirement* based upon estimated housing need, *not a construction quota or mandate*. The primary significance of the RHNA is that each jurisdiction is required to adopt land use plans and development regulations that create sufficient opportunities for different types of housing development commensurate with the RHNA allocation.

Under current law, cities are not penalized if actual housing production does not achieve the RHNA allocation, but cities may be required to streamline the approval process for qualifying housing developments that meet specific standards (such as affordability and prevailing wage labor requirements) if housing production falls short of the RHNA allocation.

The Housing Element must demonstrate compliance with the RHNA by analyzing the city’s potential capacity for additional housing based on an evaluation of land use plans, development regulations, potential constraints (such as infrastructure availability and environmental conditions) and real estate market trends. The analysis must be prepared at a parcel-specific level of detail and identify properties (or “sites”) where additional housing could be built under current zoning regulations. State law requires the housing sites analysis to demonstrate that City land use plans and regulations provide

adequate capacity to fully accommodate the RHNA allocation in each income category. An allowable density of 30 units/acre is considered necessary to accommodate new housing at the very-low- and low-income affordability levels.

If insufficient capacity currently exists to fully accommodate the RHNA, the Housing Element must describe proactive steps the City will take to increase housing capacity commensurate with the RHNA which are typically accomplished through amendments to land use plans and development regulations that could facilitate production of additional housing. Such amendments could include increasing allowable residential densities or allowing housing development in areas where residential use is not currently allowed, such as areas zoned for commercial, industrial or institutional use. In order to accommodate housing in the very-low and low-income RHNA categories, an allowable density of at least 30 units/acre is necessary. *It is important to note that neither cities nor property owners are required to build additional housing on sites identified in the Housing Element, or to provide funding for affordable housing development.*

Exhibits 1-5 show a preliminary analysis of areas in the City where additional housing could be accommodated based on current zoning regulations (*Shown in Purple*). Areas that qualify as suitable for lower-income housing based on State law (i.e., 30+ units/acre) are identified in *Green*. Based on staff's preliminary analysis of current land use plans and development regulations it appears that the City's existing capacity for additional housing is insufficient to accommodate the amount of additional housing allocated to Upland in the RHNA in the very-low- and low-income categories. Therefore, the Housing Element update will need to identify candidate properties where changes to land use and zoning designations could create additional opportunities for high-density housing development. During the workshop staff will present potential options for creating additional housing capacity for City Council and Planning Commission consideration and discussion.

State law allows up to three years for cities to conduct further evaluation of candidate properties and process zoning amendments to accommodate the RHNA allocation.

Potential accessory dwelling units (ADUs) can also satisfy a portion of the RHNA allocation based on permit trends and City ADU regulations.

### Potential Strategies to Accommodate Additional Housing

The City's current land use plans and zoning regulations do not provide sufficient capacity to fully accommodate the RHNA allocation in the lower-income categories; therefore, the Housing Element update must identify

candidate properties where land use regulations could be amended to create additional capacity for higher-density housing. State law establishes a “default density” of 30 units/acre that is considered necessary to facilitate production of housing affordable at the lower-income level.

There are two primary strategies for increasing the city’s capacity for higher-density housing:

- Increasing the allowable density in areas currently zoned for residential use (Up-Zone). Some areas of the city are designated for residential development or redevelopment at densities less than 30 units/acre. Increasing the allowable density to 30+ units/acre would create additional opportunities for lower-income housing. Examples of such areas could include the Downtown Specific Plan area, and vacant infill parcels or under-utilized property.
- Allow high-density residential development in areas where residential use is not currently allowed (Rezone). As part of the 2015 General Plan Update, the City designated the Foothill Boulevard corridor as an appropriate location for higher-density residential or mixed-use development in areas where residential development was not allowed previously. As real estate market conditions change, some non-residential properties may be appropriate for residential or mixed uses.

During staff’s presentation at the Workshop, examples will be shown to illustrate the above approaches. It is important to recognize that the Housing Element itself would not change any zoning designations; rather, the Housing Element must identify potential properties where future zoning changes could accommodate additional housing in order to comply with State RHNA requirements. Subsequent zoning changes would be processed after adoption of the Housing Element and would include additional public review, CEQA analysis, and public hearings by the Planning Commission and City Council. Cities have up to three years to complete any required zoning changes.

One of the main purposes of tonight’s meeting is to provide the City Council, Planning Commission, property owners and the public an opportunity to review potential strategies and geographic areas where additional housing could be accommodated through changes to the City’s current zoning.

*It is important to note that City staff is not recommending changes to the current zoning for any specific properties at this time, but rather is identifying potential options and areas where the Planning Commission and City Council may consider zoning changes in the future in order to comply with State mandates. More thorough review would need to be conducted, including CEQA analysis and public hearings, prior to the approval of zoning amendments for any properties.*

During the meeting staff will provide additional information regarding potential strategies and properties that could increase the City's housing capacity. Direction is requested from the City Council and Planning Commission regarding which potential strategies or locations staff should focus on as we move forward in preparing the draft Housing Element. ***Please note that this meeting is a study session only and no final decisions regarding zoning amendments will be made at this time.***

### **NEXT STEPS:**

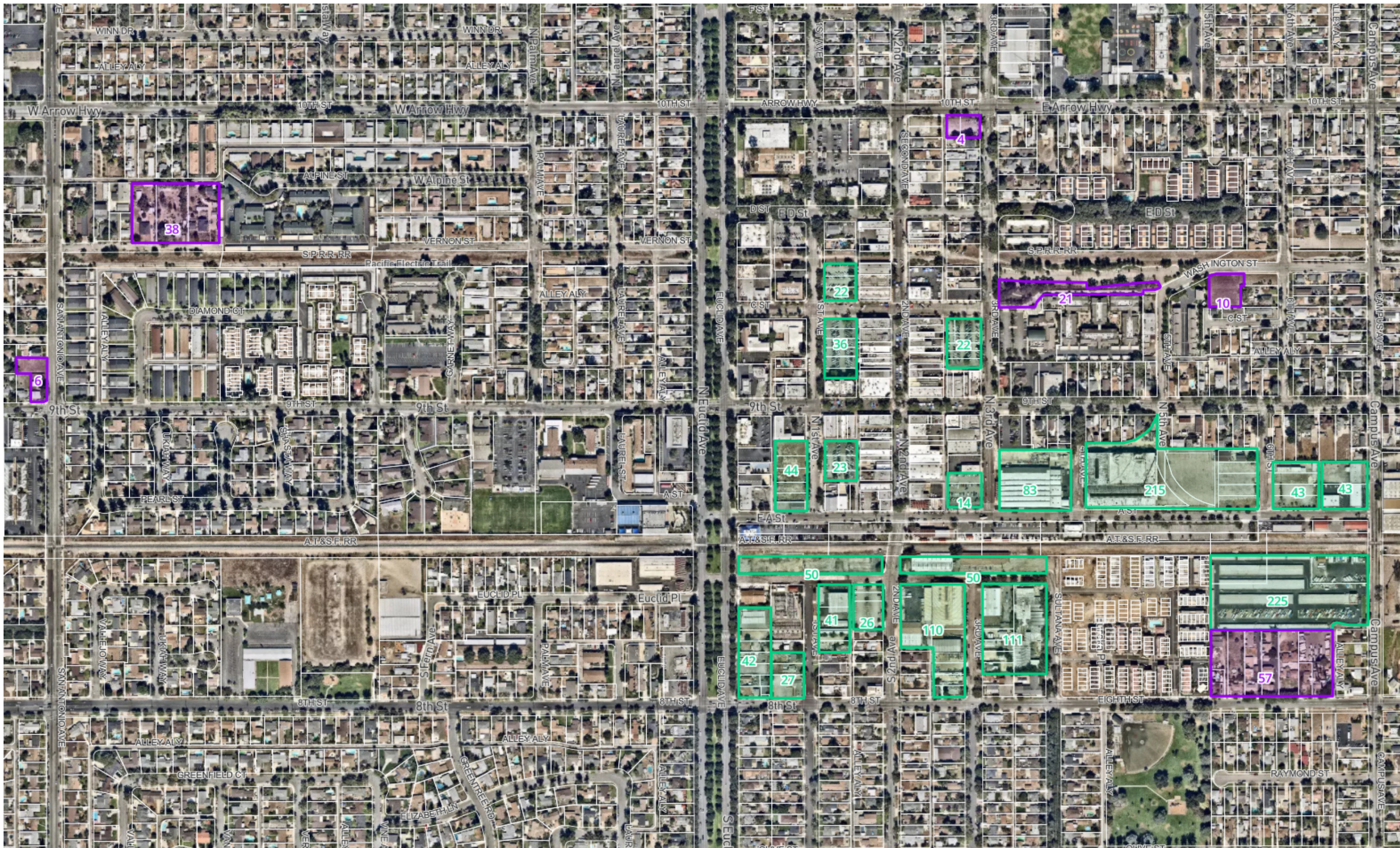
Based upon discussion at this study session, staff will prepare a draft Housing Element Update for review by the Planning Commission, City Council and community stakeholders, and additional public meetings will be held prior to final adoption of the Housing Element. Following the adoption of the Housing Element, the City will conduct additional analysis and public hearings regarding specific General Plan land use and zoning amendments pursuant to the requirements of State law.

### **ATTACHMENTS:**

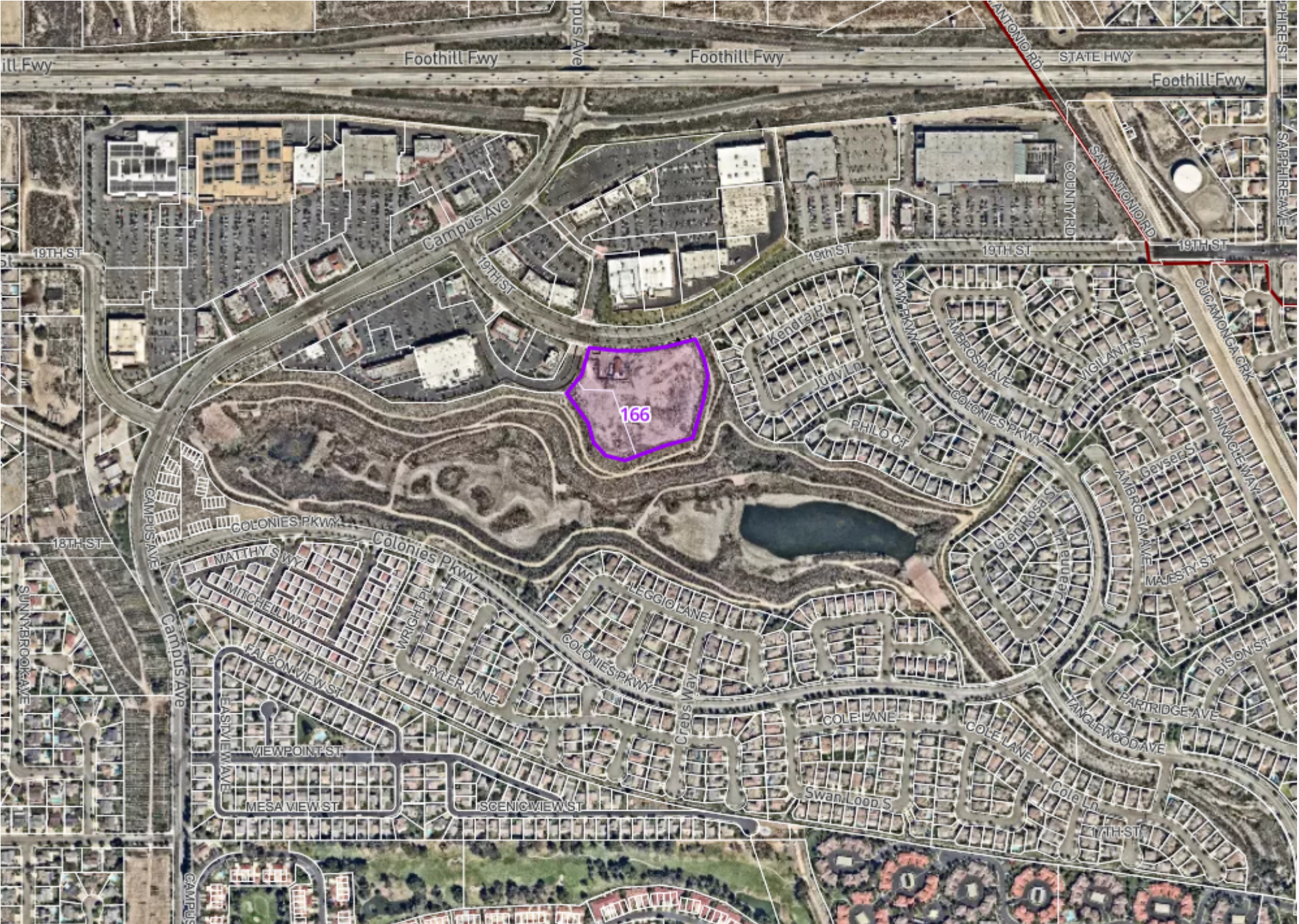
Sites inventory maps depicting sections of the City:

- Exhibit 1: Downtown Area
- Exhibit 2: Northeastern Area
- Exhibit 3: Eastern Area
- Exhibit 4: Southeastern Area
- Exhibit 5: Western Area

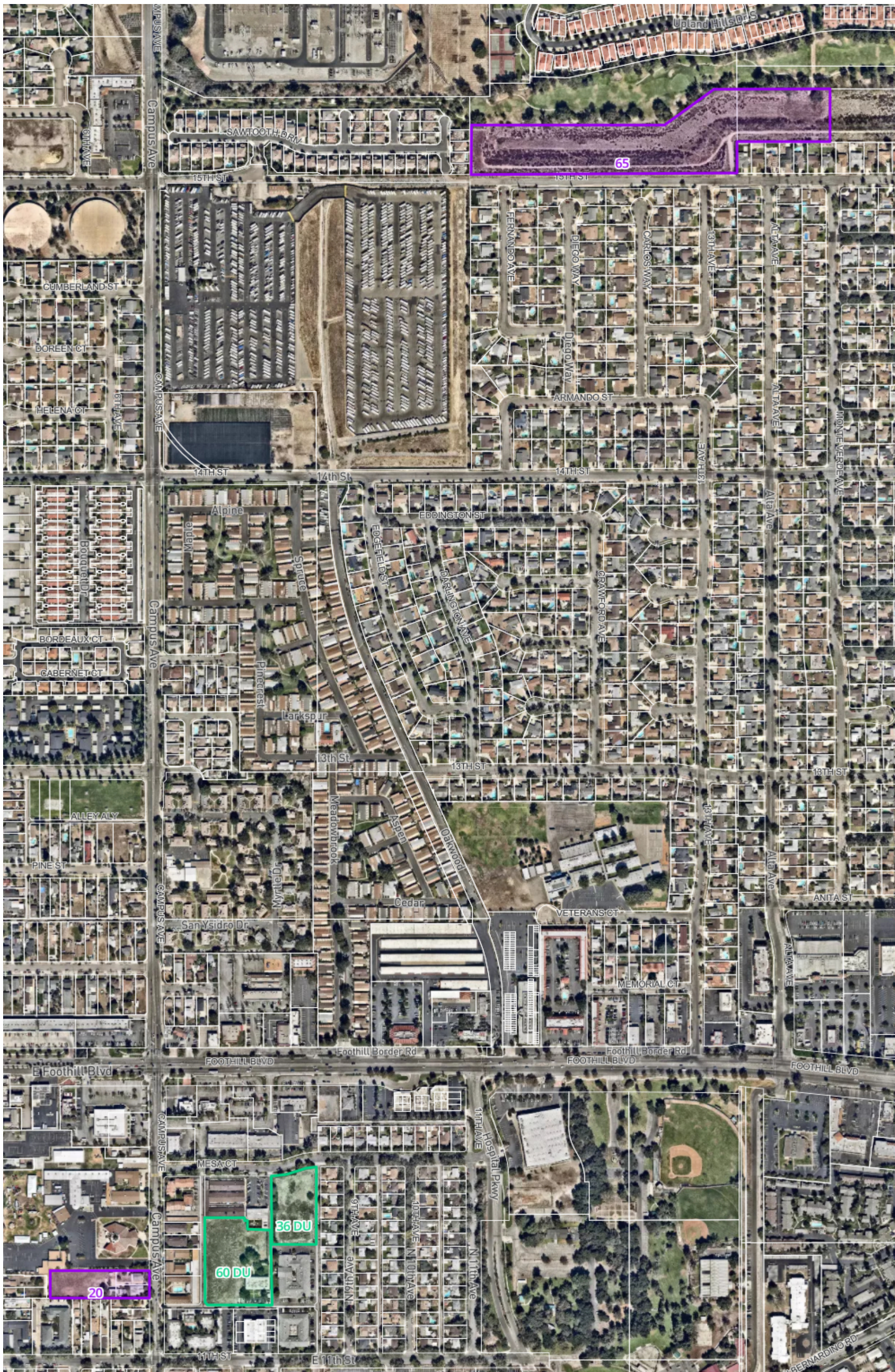
# Downtown Area



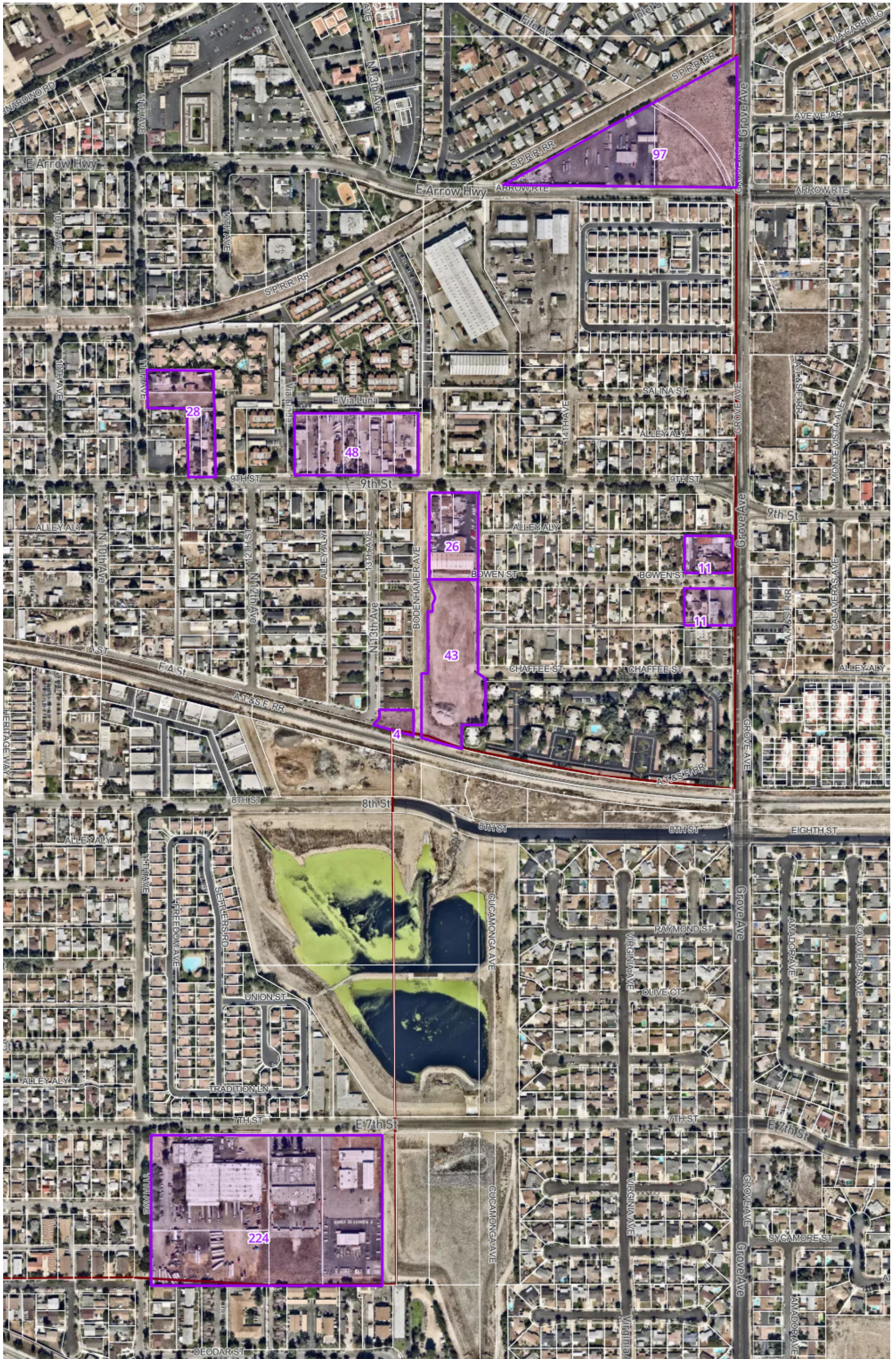
# North-West Area



Western Area



South-West Area



Eastern Area

