DEVELOPMENT SERVICES DEPARTMENT
HOUSING DIVISION
Telephone (909) 931-4113
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Housing Policy Department
Received on:

APR 0 3 2013

March 28, 2013

James Johnson
Department of Housing & Community Development
Housing Policy Division
1800 3rd Street, Room 430
Sacramento, CA 95812-3044

RE: City of Upland Annual Progress Report of Implementation of the Housing Element for Calendar Year 2012

Mr. Johnson:

Enclosed you will find two (2) copies of the City of Upland's annual Progress Report on Implementation of the Housing Element for Calendar year 2012.

If you have any questions, please contact me at (909) 931-4146.

Sincerely

Liz Chavez
Development Services Manager

Enclosure: (2) Copies of Annual Progress Report

Annual Progress Report
On Implementation of the Housing Element

General Plan Report requirement pursuant to
Section 65400 of the Government Code

Government Code Section 65400(b)(1) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the general plan and progress in its implementation (the "Progress Report"). Only charter cities are exempt from the requirement to prepare Progress Reports, pursuant to Government Code Section 65700. However, a charter city may have elected to include the annual progress report as one of its goals and objectives in their most recent element. A copy of this Progress Report must also be sent to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

Jurisdiction: **City of Upland, California**

Address: **460 N. Euclid Avenue**
Upland, California 91786

Contact: **Liz Chavez**
Title: **Development Services Manager**
Phone: **909) 931-4146**
E-mail: **lchavez@ci.upland.ca.us**

Report Period: **January 1, 2012 to: December 31, 2012**

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
Single Family Residential Permits						17	1	17			
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					0	0	0	0			
(10) Total by income Table A/A3 ► ►						17	1	17			
(11) Total **Extremely Low-Income** Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA whichmeet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	7	18	4	29	See Table 3 for detailed information for programs that provide Rehabilitation Assistance, or repairs to existing housing units
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	7	18	4	29	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**						0	
No. of Units Permitted for **Above Moderate**	See Table A						

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2006-2008	2009	2010	2011	2012	2013	2014			Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1 thru 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9				
Very Low	Deed Restricted	476	52	0	0	0	0					52	424
	Non-deed restricted												
Low	Deed Restricted	328	19	0	0	0	0					19	309
	Non-deed restricted												
Moderate	Deed Restricted	382											372
	Non-deed restricted		10	0	0	0	0					10	
Above Moderate		809	548	5	4	31	17					605	204
Total RHNA by COG. Enter allocation number:		1,995	629	5	4	31	17					686	1,309
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

Note: units serving extremly low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

General Comments:

For the past few years the level of building activity in the City has been extremely low. Therefore, the opportunity to provide new very-low and low income units has been severely limited. However, assistance to low and very low income households has been substantial. See status reports on the various programs in Table C.

Annual Element Progress Report

Housing Element Implementation
(CCR Title 25 6202)

Jurisdiction: City of Upland, CA

Reporting Period: January 1, 2012 to December 31, 2012

Table C: Program Implementation Status (2012)

Program Description (By Housing Element Program Name)	Housing Programs Progress Report- Government - Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement and development of housing as identified in the Housing Element.		
Name of Program	**Objective**	**Timeframe in H. E.**	**Status of Program Implementation**
Program 1: Housing Improvement Program (HIP). The Housing Improvement Program provides loans of up to $90,000 to lower income Upland households for repair work to single family owner-occupied homes. Funds must be used to correct code deficiencies as well as provide for a "green" home. A wide range of improvements are acceptable including electrical, plumbing, kitchen and bath remodeling, doors and windows, roofing, pest extermination, fencing and energy conservation measures. Loans are secured at 0 to 3 percent and are due upon the sale or transfer of the property.	The Housing Element objective is to disseminate information about the program, and to improve 10 units annually.	2008-2014	In 2012, 6 homeowners were assisted through this program. This includes a total of 3 very low income households, 2 low income households, and 1 extremely low household. The program received $492,466 to fund the improvements to the 6 homeowners.

Program 2:Historic Home Rehabilitation Program (HHRP). The Historic Home and Rehabilitation Program provides deferred loans of up to $50,000 for the rehabilitation of historically significant properties. The homes must be located in a redevelopment area and be listed on the Upland Local Register of Historic Places. Funds may be used for structural repairs, roofs, insulation, windows doors, heating, and painting or access improvements for the disabled	The Housing Element objective is to disseminate information about the program, and to rehabilitate 2 historically significant properties per year.	2008-2014	There were no units assisted in 2012 due to a lack of funding.
Program 3: Emergency Repairs Program for Upland Homeowners Program (ERP) This program provides for a grant of up to $5,000 for emergency repairs to single-family homes and mobile homes for low-income families. Qualifying repairs include structural, mechanical, plumbing, and electrical and code violations as well as weather proofing, low flow toilets, and smoke detectors.	The Housing Element objective is to provide these grants to 25 housing units annually.	2008-2014	A total of 15 households were assisted in 2012. Of this total, there were 11 grants to very low households, and 4 for extremely low income households. There was a total of $68,070 in funding. Funding was placed on hold until the State made a determination of what was considered a housing asset.
Program 4: Rental Acquisition and Rehabilitation Program (RARP). This program is designed to assist low income tenants by providing landlords with zero percent interest deferred loans of up to $30,000 to acquire and rehabilitate multi-family units.	The Housing element objective is to provide these loans to 8 housing units annually.	Ongoing	During 2012 no loans were provided. Again,funding was placed on hold until the State made a determination of what was considered a housing asset.
Program 5: Upland Pride Paint Program (UPP) This program provides grants for low-income individuals and families who live in the Upland city limits and are homeowners. The grants must be used for exterior painting and are available in amounts up to $5,000.	The Housing Element objective is to provide loans/grants to 20 housing units annually.	2008-2014	The 2012 achievement is 8 units. Of the total, 2 grants were for extremely low income households, 4 grants for very low income households, and 2 grants for low income households. The program was funded to provide $34,950 in grants. Funding was place on hold.

Program 6:Reviving and Enhancing Neighborhoods in Upland Program (RENU). The RENU Program provides grants for exterior improvements to rehabilitate single-family residential, multiple-family residential and commercial property located within a "target area" in the City. The grants range from $3,000 to $10,000 depending on the type of residential property. Qualifying improvements include painting of existing stucco/wood siding, painting of wood trim, landscaping (turf and shrubs), irrigation, and repair or replacement of front yard fences.	The Housing Element objective is to provide these grants to 40 housing units annually.	Ongoing	In 2012, the RENU program provided no grants. No funding was made available for this Program.
Program 7: Five Star Rental This program is a voluntary program to provide recognition to rental properties, both single-family and multiple-family properties. The objectives of the program are to decrease or eliminate blight, substandard structures, crime and general code violations. Recognized properties receive free newspaper advertisements and a plaque indicating the "Five Star" award for the property.	The Housing Element objective is to continue this program and disseminate information to landlords to encourage their participation in the Five Star Rental Recognition Program.	2008-2014	To date, 5 properties have qualified for this recognition. These properties include Sunset Ridge, Village Apartments, Magnolia, Portafino on the Park, Las Brisa, and Upland Village Green. In 2012, no additional properties were identified for this program.
Program 8: Preservation of At-Risk Units The Housing Element identifies six affordable housing projects that are considered at-risk for converting to market-rate housing during the planning period. These projects offer a total of 196 units to low and very-low income households.	The City's goal is to preserve 1 unit annually.	2008-2014	The City is continuing to monitor the status of the at-risk units by maintaining contact with the property owners and HUD Multiple-family Housing Division. The City will also solicit interest and participation of non-profit housing developers to acquire and preserve at-risk units. The City will pursue Section 8 Vouchers to be reserved for very-low income households displaced by expiration of Section 8 assistance. However to date no at-risk units have been preserved by the City; however, 100 units have been preserved by a private owner.

Program 9: Code Enforcement . The Upland Code Enforcement Division continues to assign an "Impact Team" assigned to investigate graffiti reports and prosecute vandals and gang activities. Activities may include, but not limited to, reviewing operating permits of businesses, assisting ABC at bars in violation, disbanding gangs, locate and arrest graffiti artists.	Continue to fund the Code Enforcement activities of the Development Services Department. Continue to provide assistance in the identification of code enforcement issues.	Continuing	In 2012, the Code Enforcement Program has inspected 7,542 locations and 2,957 addresses. 1,538 of the addresses were in the CDBG areas. 1,419 were in Blighted Areas.
Program 10: Graffiti Removal. This program is administered by the Code Enforcement Division of the Development Services Department. The City works with a private contractor to provide graffiti removal services in the federally designated CDBG-eligible areas in the City's southeast and south west quadrants and within the areas noted within the slum/blight report created as of February 2010.	Continue to fund the Code Enforcement Division and private contractor to remove graffiti at locations as needed.	Continuing	The City will work with a private contractor to continue to provide graffiti removal services in the federally designated CDBG-eligible areas in the City's southeast and south west quadrants. In 2012, the Graffiti Removal Program has served a total of 7,542 locations. Of this total, 3,971 locations were in CDBG areas. and 3,571 were in non-CDBG (General Fund) areas. The Development Services Department has also monitored this program by total square feet of graffti area. In 2011, there were 147,724 sq. ft. in the CDBG areas, 281,779 sq. ft. in the General Fund areas.
Program 11: First Time Homebuyer Program (FTHB). The First Time Homebuyer Program (FTHB) provides low interest loans for first-time homebuyers through federal grants. The program is offered to individuals or families that are unable to qualify and/or unable to come up with the down payment without financial assistance. The program provides a 3 -percent interest loan with deferred payments until the sale of the home, refinancing, or 30 years, whichever is sooner. The maximum assistance is 30% of the purchase price or $160,500. whichever is lower.	Continue to provide FTHB loans to qualified potential homebuyers. Disseminate information to the public regarding the FTHB program. Provide eight loans to low and moderate income households annually.	2008-2014	As of December 31, 2012, this program has provided a total of 2 loans to low and moderate income first time home buyers.

Program 12: Foreclosure Prevention . The City works with the Inland Fair Housing and Mediation Board (IFHMB) to sponsor foreclosure prevention workshops with County Supervisors, and local assemblymen and senators.	Continue to work with the Inland Fair Housing and Mediation Board (IFHMB) to sponsor foreclosure prevention workshops annually.	2008-2014	The Development Services Department coordinated with the IFHMB during this past year to sponsor foreclosure workshops and information dissemination.
Program 13: Neighborhood Stabilization Program (NSP). The Neighborhood Stabilization Program is a federally-sponsored program that provides funds for purchasing foreclosed homes at a discount and to rehabilitate or redevelop the homes to help stabilize neighborhoods.	Coordinate with the County of San Bernardino to assist 10-12 Households with the NSP Program.	2008-2014	The Development Services Department continues to work with the County of San Bernardino to assist households in the City.
Program 14: Tax Defaulted Program. Annually, the County of San Bernardino Treasurer/Tax Collector conducts a public auction to sell tax- defaulted properties.	The Housing Element Objective is for the City to pursue eight (8) tax-defaulted properties annually, when appropriate.	Ongoing	The City continues to monitor tax-defaulted properties for suitability for this program. As of 2012, no properties in the City of Upland were identified to be suitable for acquisition by the City's Development Services Department. The policy is to give current owners ample opportunity to resolve unpaid property taxes.
Program 15: Section 8 Rental Assistance (Housing Choice and Family Self-Sufficiency). Section 8 is a federally - funded program that provides rental assistance in the form of a Section 8 Housing Choice Voucher for very low income families, senior, disabled and other individual for the purpose of securing decent and affordable housing.	Continue to participate in the Section 8 Housing Choice Program. Disseminate information to the public regarding the Section 8 Program and promote participation by rental property owners. Provide Section 8 Vouchers to 580 households annually. Assist 12 households annually through the FFS Program.	Ongoing	In 2012, the Upland Housing Authority assisted 669 households under the Housing Choice Voucher Program and 9 households with the Family Self-Sufficiency Program.
Program 16: Mobile Home Rent Control Program. The Mobile Home Rent Control Ordinance monitors the rental practices of the six Mobile Home Parks in the City of Upland. There are 860 mobile home units in the City. The ordinance provides criteria for rental increases and provides rent protection for the Mobile Home owners within the parks.	Continue to implement the ordinance to provide homewoners living in mobilehome parks the opportunity to rent at appropriate levels.	Ongoing	The Development Services Department continued to receive numerous inquiries regarding the Mobile Home Rent Control Ordinance. In addition, the Development Services Department continued work on an amendment to the existing ordinance. The Development Services Department completed a draft of the amendments to the Mobile Home Rent Control ordinance. However, due to a court order relative to the issue of non-enforceability of rent control ordinances. This document is on hold until the court order has been overturned. When and if that occurs, the staff will continue with the updating of the existing ordinance.

Program 17: Homeless Transitional Shelter/Preventative Services. This program provides a coordinated effort to address the needs of the homeless.	The Upland Housing Authority, the County of Homeless Services, Development Services Department, Foothill Family Shelter (FFS), and Pacific Life lines will work together to provide for the transitional housing needs of residents.	Ongoing	Continue to provide funding support to agencies that serve the homeless and at-risk homeless through the CDBG Program process and with the Housing Fund. The five year goal is to assist over 17,000 individuals. The actual year to date is 2,202.
Program 18: Green Valley Initiative. The Green Valley Initiative is a means of transforming the Inland Empire Region into a center of green technology and economic advancement.	As a member of this collaborative, the City will work to develop model policies and programs for sustainable economic development, education and growth.	Ongoing	The City continues to anticipate in the Green Valley Initiative's regional meetings and outreach efforts to promote a healthy economic and environmental future for the City's residents, business community and region.
Program 19: Inventory of Residential Sites. The City will maintain an inventory of vacant and underutilized sites to accommodate the City's Regional Housing Needs Assessment (RHNA) of 1995 units.	The City will promote the use of the vacant and underutilized land through the following actions: Preparation of the General Plan Update; Preparation of the Historic Downtown Specific Plan; Coordinate mixed use opportunities; Apply density bonuses (FAR) through mixed use regulations.	Ongoing	Specifically, the City has already achieved 686 units since January 1, 2006 with a remaining RHNA of 1,309 units (424 very low, 309 low, 372 moderate, 204 above moderate income units). The City will ensure that an adequate supply of vacant and underutilized sites at appropriate densities and development standards to accommodate the remaining RHNA.
Program 20: Lot Consolidation Program. This program establishes incentives for lot consolidation in the downtown area in order to maximize development and redevelopment potential. Under this program, projects requesting lot consolidation may be eligible for increased floor area ratio (FAR) bonuses as well as fee assistance and other financial incentives.	Establish incentives for lot consolidation within one year of adoption of the Housing Element. In addition, actively pursue land-banking opportunities using local funds as properties become available on the market.	Ongoing	Establish incentives for lot consolidation within one year of adoption of the General Plan Update. In addition, actively pursue land-banking opportunities using local funds as properties become available on the market.
Program 21: Infill Housing Program. The City actively pursues affordable housing through infill developments. Recently, the City acquired an infill site and selected a developer to construct seven to nine single-family houses affordable to moderate income households.	Identify and acquire, as funding permits, sites that are suitable for infill housing development, and provide sites to qualified nonprofit developers for affordable housing.	Ongoing	Identify and acquire, as funding permits, sites that are suitable for infill housing development, and provide sites to qualified nonprofit developers for affordable housing. The five year goal is 115 units. The Upland Community Housing Inc. (UCHI) Is developing a 72 unit senior housing project within the Town Center. The City is proposing to develop seven to nine affordable single family units on land that was acquired a few years ago.

Program 22: Extremely Low Income and Special Needs Housing. Extremely low income households and households with special needs have limited housing options in Upland. Housing types appropriate for these groups include: emergency shelters, transitional housing, supportive housing, single-room occupancy (SRO).	The City of Upland's Zoning Ordinance does not specifically address the provision of the suitable housing types. Within one year after the adoption of the Housing Element, the City will amend its Zoning Ordinance to accommodate provisions for residential care facilities emergency shelters, transitional housing, supportive housing, single-room occupancy (SRO).	Ongoing	The City is planning to prepare a comprehensive update to it's Development Code after the adoption of the General Plan. The General Plan is scheduled to be completed by June, 2013. The Development Code Amendment will be completed one year after the adoption of the General Plan update. The updated Development Code will address provisions for residential care facilities emergency shelters, transitional housing, supportive housing, single-room occupancy (SRO).
Program 23: Density Bonus. State law requires the provision of certain incentives for residential development projects that set aside a certain portion of total units to be affordable to lower and moderate income households. The City's current incentives for development of affordable and senior housing are not consistent with recent changes to the State density bonus law.	The Housing Element encourages the provision of density bonuses in accordance with State Law.	2008-2014	Within one year after the adoption of the General Plan Update, the City will amend its Zoning Ordinance to reflect current State density bonus law amendments. Also, the City will develop a brochure of development incentives and distribute information on the City's website and at the public counters.
Program 24: Historic Downtown Specific Plan. The City has completed the preparation of the Historic Downtown Specific Plan. This plan promotes multiple-family development in the downtown area. Requirements for a Conditional Use Permit (CUP) for higher density residential development will be modified or eliminated with the adoption of the Specific Plan.	The Housing Element promotes the inclusion of mixed uses, various housing types and densities, and improvements in the Downtown Area through the Specific Plan process.	2008-2014	The City Council adopted of the Historic Downtown Specific Plan and EIR on September, 26, 2011.
Program 25: Definition of Family The City of Upland currently has the following definition for an unrelated family, "a group of not more than five persons who need not be related by blood, marriage, or legal adoption (excluding servants) living together as a single housekeeping unit in a dwelling unit. This definition is considered restrictive and may potentially impede group housing arrangements for persons with disabilities	The Housing Element promotes the elimination of overly restrictive zoning regulations.	2008-2014	Comprehensive revisions to the Development Code will be completed within one year after adoption of the General Plan Update. (2014)

Program 26: Reasonable Accommodations. The Fair Housing Act requires that cities and counties provide reasonable accommodation to rules policies, practices, and procedures where such accommodation may be necessary to afford individuals with disabilities equal housing opportunities.	The City will create a process for making requests for reasonable accommodations to land use and zoning decisions and procedures regulating the siting, funding development and use of housing for people with disabilities within one year of adoption of the Housing Element.	Ongoing	City staff continues to work on a process for reasonable accommodations to land use and zoning decisions.
Program 27: Fair Housing. The City continues to review and negotiate lending practice activities under the Community Reinvestment Act (CRA) goals and Home Mortgage Disclosure Act (HMDA). During FY 2009, Upland contracted with the Inland Fair Housing and Mediation Board to review lending practices of three Upland lenders and three lenders chosen by the County of San Bernardino.	Continue to promote fair housing practices and provide educational information of fair housing to the public at public counters and on the City's website. Refer fair housing complaints to the Inland Fair Housing and Mediation Board.	Ongoing	The City continues to promote fair housing practices and provides educational information regarding fair housing to the public. In 2012, this program has assisted 58 low income individuals and families.

Other Programs			
Home Weatherization Program. The Home Weatherization Program is administered by Community Action Agency	The City will continue to encourage energy conservation; In addition, as part of the General Plan update, the City will incorporate policies and measures to encourage energy conservation, including the promotion of mixed use/sustainable development.	Ongoing	Program typically serves approximately 10 households in Upland per year. In 2012, the City encouraged continued participation in this program.
General Plan Implementation Program- Encourage Energy Conservation features in Residential construction and remodeling. The City requires conformance with the UBC and Title 24 requirements. Literature is provided to the public with guidelines and information for energy conservation for the homeowner and the building contractor.	Currently, revisions to the Building Code that encourage "Green" Building techniques are being considered by the City Council.		The City will continue to encourage energy conservation; In addition, as part of the General Plan update, the City will incorporate policies and measures to encourage energy conservation, including the promotion of mixed use/sustainable development. Energy Conservation regulations and practices will be addressed in the Comprehensive Development Code update, which is expected to be completed in 2014.
Zoning Code – Generally the Zoning Code provides minimal constraints on the development of low or moderate-income housing projects. However, the Housing Element identifies several concerns regarding the residential parking requirements. The requirement for Studio Apartments is 2 spaces per unit plus .5 spaces for guests. This is considered excessive. Also, the Housing Element notes that the shared parking provisions in commercial areas adjacent to residential projects are not being implemented. This could result in higher construction costs.	The City is in the process of preparing a density bonus ordinance in compliance with the recent state laws. This will include revised parking standards for low or moderate-income housing projects. As a part of the proposed Downtown Specific Plan ,the City is also considering shared parking opportunities.	2008-2014	The 2008-2014 Housing Element encourages amendments to the Zoning Ordinance that will address the following: Residential Care Facilities, Emergency Shelters, Transitional and Supportive Housing, Single Room Occupancy (SRO), Definition of Family, Density Bonus Provisions, and Parking Revisions. These amendments will be considered as a part of a Comprehensive Development Code Update, which will begin after the General Plan Update is approved in Mid CY 2013.
Accessory Dwelling Units –The Housing Element outlines the City's requirements and standards for permitting Accessory Dwelling Units or "Granny Flats". While no specific requirement was indicated as an unnecessary "constraint", a program to reduce application fees and reduce development standards may make the program more attractive to property owners.	The City will promote the use of accessory units or "Granny Flats" and will provide amendments to the Development Code that will reduce constraints on the provision of these units.		The Services Development Department has revised its Accessory (Second) Dwelling Unit ordinance and will consider options to make the option more convenient and attractive to property owners (especially seniors). Provisions for administrative approval of Accessory Dwellings have been approved. This work will continue and will be considered as a part of the Comprehensive revision to the Development Code.

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On Implementation of the Housing Element

General Plan Report requirement pursuant to
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Jurisdiction: **City of Upland, California**

Address: **460 N. Euclid Avenue**
Upland, California 91786

Contact: **Liz Chavez**
Title: **Development Services Manager**
Phone: **909) 931-4146**
E-mail: **lchavez@ci.upland.ca.us**

Report Period: **January 1, 2012 to: December 31, 2012**

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Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
Single Family Residential Permits						17	1	17			
(9) Total of **Moderate and Above Moderate** from Table A3 ►					0	0	0	0			
(10) Total by income Table A/A3 ► ►						17	1	17			
(11) Total **Extremely Low-Income** Units*											

* Note: These fields are voluntary

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Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA whichmeet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	7	18	4	29	See Table 3 for detailed information for programs that provide Rehabilitation Assistance, or repairs to existing housing units
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	7	18	4	29	

* Note: This field is voluntary

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Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**						0	
No. of Units Permitted for **Above Moderate**	See Table A						

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Housing Element Implementation
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Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2006-2008	2009	2010	2011	2012	2013	2014			Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1 thru 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9				
Very Low	Deed Restricted	476	52	0	0	0	0					52	424
	Non-deed restricted												
Low	Deed Restricted	328	19	0	0	0	0					19	309
	Non-deed restricted												
Moderate	Deed Restricted	382											372
	Non-deed restricted		10	0	0	0	0					10	
Above Moderate		809	548	5	4	31	17					605	204
Total RHNA by COG. Enter allocation number:		1,995	629	5	4	31	17					686	1,309
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

Note: units serving extremly low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Upland, California

Reporting Period 1/1/2012 - 12/31/2012

General Comments:

For the past few years the level of building activity in the City has been extremely low. Therefore, the opportunity to provide new very-low and low income units has been severely limited. However, assistance to low and very low income households has been substantial. See status reports on the various programs in Table C.

Annual Element Progress Report

Housing Element Implementation
(CCR Title 25 6202)

Jurisdiction: City of Upland, CA

Reporting Period: January 1, 2012 to December 31, 2012

Table C: Program Implementation Status (2012)

Program Description (By Housing Element Program Name)	Housing Programs Progress Report- Government - Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement and development of housing as identified in the Housing Element.		
Name of Program	**Objective**	**Timeframe in H. E.**	**Status of Program Implementation**
Program 1: Housing Improvement Program (HIP). The Housing Improvement Program provides loans of up to $90,000 to lower income Upland households for repair work to single family owner-occupied homes. Funds must be used to correct code deficiencies as well as provide for a "green" home. A wide range of improvements are acceptable including electrical, plumbing, kitchen and bath remodeling, doors and windows, roofing, pest extermination, fencing and energy conservation measures. Loans are secured at 0 to 3 percent and are due upon the sale or transfer of the property.	The Housing Element objective is to disseminate information about the program, and to improve 10 units annually.	2008-2014	In 2012, 6 homeowners were assisted through this program. This includes a total of 3 very low income households, 2 low income households, and 1 extremely low household. The program received $492,466 to fund the improvements to the 6 homeowners.

Program 2:Historic Home Rehabilitation Program (HHRP). The Historic Home and Rehabilitation Program provides deferred loans of up to $50,000 for the rehabilitation of historically significant properties. The homes must be located in a redevelopment area and be listed on the Upland Local Register of Historic Places. Funds may be used for structural repairs, roofs, insulation, windows doors, heating, and painting or access improvements for the disabled	The Housing Element objective is to disseminate information about the program, and to rehabilitate 2 historically significant properties per year.	2008-2014	There were no units assisted in 2012 due to a lack of funding.
Program 3: Emergency Repairs Program for Upland Homeowners Program (ERP) This program provides for a grant of up to $5,000 for emergency repairs to single-family homes and mobile homes for low-income families. Qualifying repairs include structural, mechanical, plumbing, and electrical and code violations as well as weather proofing, low flow toilets, and smoke detectors.	The Housing Element objective is to provide these grants to 25 housing units annually.	2008-2014	A total of 15 households were assisted in 2012. Of this total, there were 11 grants to very low households, and 4 for extremely low income households. There was a total of $68,070 in funding. Funding was placed on hold until the State made a determination of what was considered a housing asset.
Program 4: Rental Acquisition and Rehabilitation Program (RARP). This program is designed to assist low income tenants by providing landlords with zero percent interest deferred loans of up to $30,000 to acquire and rehabilitate multi-family units.	The Housing element objective is to provide these loans to 8 housing units annually.	Ongoing	During 2012 no loans were provided. Again,funding was placed on hold until the State made a determination of what was considered a housing asset.
Program 5: Upland Pride Paint Program (UPP) This program provides grants for low-income individuals and families who live in the Upland city limits and are homeowners. The grants must be used for exterior painting and are available in amounts up to $5,000.	The Housing Element objective is to provide loans/grants to 20 housing units annually.	2008-2014	The 2012 achievement is 8 units. Of the total, 2 grants were for extremely low income households, 4 grants for very low income households, and 2 grants for low income households. The program was funded to provide $34,950 in grants. Funding was place on hold.

Program 6:Reviving and Enhancing Neighborhoods in Upland Program (RENU). The RENU Program provides grants for exterior improvements to rehabilitate single-family residential, multiple-family residential and commercial property located within a "target area" in the City. The grants range from $3,000 to $10,000 depending on the type of residential property. Qualifying improvements include painting of existing stucco/wood siding, painting of wood trim, landscaping (turf and shrubs), irrigation, and repair or replacement of front yard fences.	The Housing Element objective is to provide these grants to 40 housing units annually.	Ongoing	In 2012, the RENU program provided no grants. No funding was made available for this Program.
Program 7: Five Star Rental This program is a voluntary program to provide recognition to rental properties, both single-family and multiple-family properties. The objectives of the program are to decrease or eliminate blight, substandard structures, crime and general code violations. Recognized properties receive free newspaper advertisements and a plaque indicating the "Five Star" award for the property.	The Housing Element objective is to continue this program and disseminate information to landlords to encourage their participation in the Five Star Rental Recognition Program.	2008-2014	To date, 5 properties have qualified for this recognition. These properties include Sunset Ridge, Village Apartments, Magnolia, Portafino on the Park, Las Brisa, and Upland Village Green. In 2012, no additional properties were identified for this program.
Program 8: Preservation of At-Risk Units The Housing Element identifies six affordable housing projects that are considered at-risk for converting to market-rate housing during the planning period. These projects offer a total of 196 units to low and very-low income households.	The City's goal is to preserve 1 unit annually.	2008-2014	The City is continuing to monitor the status of the at-risk units by maintaining contact with the property owners and HUD Multiple-family Housing Division. The City will also solicit interest and participation of non-profit housing developers to acquire and preserve at-risk units. The City will pursue Section 8 Vouchers to be reserved for very-low income households displaced by expiration of Section 8 assistance. However to date no at-risk units have been preserved by the City; however, 100 units have been preserved by a private owner.

Program 9: Code Enforcement . The Upland Code Enforcement Division continues to assign an "Impact Team" assigned to investigate graffiti reports and prosecute vandals and gang activities. Activities may include, but not limited to, reviewing operating permits of businesses, assisting ABC at bars in violation, disbanding gangs, locate and arrest graffiti artists.	Continue to fund the Code Enforcement activities of the Development Services Department. Continue to provide assistance in the identification of code enforcement issues.	Continuing	In 2012, the Code Enforcement Program has inspected 7,542 locations and 2,957 addresses. 1,538 of the addresses were in the CDBG areas. 1,419 were in Blighted Areas.
Program 10: Graffiti Removal. This program is administered by the Code Enforcement Division of the Development Services Department. The City works with a private contractor to provide graffiti removal services in the federally designated CDBG-eligible areas in the City's southeast and south west quadrants and within the areas noted within the slum/blight report created as of February 2010.	Continue to fund the Code Enforcement Division and private contractor to remove graffiti at locations as needed.	Continuing	The City will work with a private contractor to continue to provide graffiti removal services in the federally designated CDBG-eligible areas in the City's southeast and south west quadrants. In 2012, the Graffiti Removal Program has served a total of 7,542 locations. Of this total, 3,971 locations were in CDBG areas. and 3,571 were in non-CDBG (General Fund) areas. The Development Services Department has also monitored this program by total square feet of graffti area. In 2011, there were 147,724 sq. ft. in the CDBG areas, 281,779 sq. ft. in the General Fund areas.
Program 11: First Time Homebuyer Program (FTHB). The First Time Homebuyer Program (FTHB) provides low interest loans for first-time homebuyers through federal grants. The program is offered to individuals or families that are unable to qualify and/or unable to come up with the down payment without financial assistance. The program provides a 3 -percent interest loan with deferred payments until the sale of the home, refinancing, or 30 years, whichever is sooner. The maximum assistance is 30% of the purchase price or $160,500. whichever is lower.	Continue to provide FTHB loans to qualified potential homebuyers. Disseminate information to the public regarding the FTHB program. Provide eight loans to low and moderate income households annually.	2008-2014	As of December 31, 2012, this program has provided a total of 2 loans to low and moderate income first time home buyers.

Program 12: Foreclosure Prevention . The City works with the Inland Fair Housing and Mediation Board (IFHMB) to sponsor foreclosure prevention workshops with County Supervisors, and local assemblymen and senators.	Continue to work with the Inland Fair Housing and Mediation Board (IFHMB) to sponsor foreclosure prevention workshops annually.	2008-2014	The Development Services Department coordinated with the IFHMB during this past year to sponsor foreclosure workshops and information dissemination.
Program 13: Neighborhood Stabilization Program (NSP). The Neighborhood Stabilization Program is a federally-sponsored program that provides funds for purchasing foreclosed homes at a discount and to rehabilitate or redevelop the homes to help stabilize neighborhoods.	Coordinate with the County of San Bernardino to assist 10-12 Households with the NSP Program.	2008-2014	The Development Services Department continues to work with the County of San Bernardino to assist households in the City.
Program 14: Tax Defaulted Program. Annually, the County of San Bernardino Treasurer/Tax Collector conducts a public auction to sell tax- defaulted properties.	The Housing Element Objective is for the City to pursue eight (8) tax-defaulted properties annually, when appropriate.	Ongoing	The City continues to monitor tax-defaulted properties for suitability for this program. As of 2012, no properties in the City of Upland were identified to be suitable for acquisition by the City's Development Services Department. The policy is to give current owners ample opportunity to resolve unpaid property taxes.
Program 15: Section 8 Rental Assistance (Housing Choice and Family Self-Sufficiency). Section 8 is a federally - funded program that provides rental assistance in the form of a Section 8 Housing Choice Voucher for very low income families, senior, disabled and other individual for the purpose of securing decent and affordable housing.	Continue to participate in the Section 8 Housing Choice Program. Disseminate information to the public regarding the Section 8 Program and promote participation by rental property owners. Provide Section 8 Vouchers to 580 households annually. Assist 12 households annually through the FFS Program.	Ongoing	In 2012, the Upland Housing Authority assisted 669 households under the Housing Choice Voucher Program and 9 households with the Family Self-Sufficiency Program.
Program 16: Mobile Home Rent Control Program. The Mobile Home Rent Control Ordinance monitors the rental practices of the six Mobile Home Parks in the City of Upland. There are 860 mobile home units in the City. The ordinance provides criteria for rental increases and provides rent protection for the Mobile Home owners within the parks.	Continue to implement the ordinance to provide homewoners living in mobilehome parks the opportunity to rent at appropriate levels.	Ongoing	The Development Services Department continued to receive numerous inquiries regarding the Mobile Home Rent Control Ordinance. In addition, the Development Services Department continued work on an amendment to the existing ordinance. The Development Services Department completed a draft of the amendments to the Mobile Home Rent Control ordinance. However, due to a court order relative to the issue of non-enforceability of rent control ordinances. This document is on hold until the court order has been overturned. When and if that occurs, the staff will continue with the updating of the existing ordinance.

Program 17: Homeless Transitional Shelter/Preventative Services. This program provides a coordinated effort to address the needs of the homeless.	The Upland Housing Authority, the County of Homeless Services, Development Services Department, Foothill Family Shelter (FFS), and Pacific Life lines will work together to provide for the transitional housing needs of residents.	Ongoing	Continue to provide funding support to agencies that serve the homeless and at-risk homeless through the CDBG Program process and with the Housing Fund. The five year goal is to assist over 17,000 individuals. The actual year to date is 2,202.
Program 18: Green Valley Initiative. The Green Valley Initiative is a means of transforming the Inland Empire Region into a center of green technology and economic advancement.	As a member of this collaborative, the City will work to develop model policies and programs for sustainable economic development, education and growth.	Ongoing	The City continues to anticipate in the Green Valley Initiative's regional meetings and outreach efforts to promote a healthy economic and environmental future for the City's residents, business community and region.
Program 19: Inventory of Residential Sites. The City will maintain an inventory of vacant and underutilized sites to accommodate the City's Regional Housing Needs Assessment (RHNA) of 1995 units.	The City will promote the use of the vacant and underutilized land through the following actions: Preparation of the General Plan Update; Preparation of the Historic Downtown Specific Plan; Coordinate mixed use opportunities; Apply density bonuses (FAR) through mixed use regulations.	Ongoing	Specifically, the City has already achieved 686 units since January 1, 2006 with a remaining RHNA of 1,309 units (424 very low, 309 low, 372 moderate, 204 above moderate income units). The City will ensure that an adequate supply of vacant and underutilized sites at appropriate densities and development standards to accommodate the remaining RHNA.
Program 20: Lot Consolidation Program. This program establishes incentives for lot consolidation in the downtown area in order to maximize development and redevelopment potential. Under this program, projects requesting lot consolidation may be eligible for increased floor area ratio (FAR) bonuses as well as fee assistance and other financial incentives.	Establish incentives for lot consolidation within one year of adoption of the Housing Element. In addition, actively pursue land-banking opportunities using local funds as properties become available on the market.	Ongoing	Establish incentives for lot consolidation within one year of adoption of the General Plan Update. In addition, actively pursue land-banking opportunities using local funds as properties become available on the market.
Program 21: Infill Housing Program. The City actively pursues affordable housing through infill developments. Recently, the City acquired an infill site and selected a developer to construct seven to nine single-family houses affordable to moderate income households.	Identify and acquire, as funding permits, sites that are suitable for infill housing development, and provide sites to qualified nonprofit developers for affordable housing.	Ongoing	Identify and acquire, as funding permits, sites that are suitable for infill housing development, and provide sites to qualified nonprofit developers for affordable housing. The five year goal is 115 units. The Upland Community Housing Inc. (UCHI) Is developing a 72 unit senior housing project within the Town Center. The City is proposing to develop seven to nine affordable single family units on land that was acquired a few years ago.

Program 22: Extremely Low Income and Special Needs Housing. Extremely low income households and households with special needs have limited housing options in Upland. Housing types appropriate for these groups include: emergency shelters, transitional housing, supportive housing, single-room occupancy (SRO).	The City of Upland's Zoning Ordinance does not specifically address the provision of the suitable housing types. Within one year after the adoption of the Housing Element, the City will amend its Zoning Ordinance to accommodate provisions for residential care facilities emergency shelters, transitional housing, supportive housing, single-room occupancy (SRO).	Ongoing	The City is planning to prepare a comprehensive update to it's Development Code after the adoption of the General Plan. The General Plan is scheduled to be completed by June, 2013. The Development Code Amendment will be completed one year after the adoption of the General Plan update. The updated Development Code will address provisions for residential care facilities emergency shelters, transitional housing, supportive housing, single-room occupancy (SRO).
Program 23: Density Bonus. State law requires the provision of certain incentives for residential development projects that set aside a certain portion of total units to be affordable to lower and moderate income households. The City's current incentives for development of affordable and senior housing are not consistent with recent changes to the State density bonus law.	The Housing Element encourages the provision of density bonuses in accordance with State Law.	2008-2014	Within one year after the adoption of the General Plan Update, the City will amend its Zoning Ordinance to reflect current State density bonus law amendments. Also, the City will develop a brochure of development incentives and distribute information on the City's website and at the public counters.
Program 24: Historic Downtown Specific Plan. The City has completed the preparation of the Historic Downtown Specific Plan. This plan promotes multiple-family development in the downtown area. Requirements for a Conditional Use Permit (CUP) for higher density residential development will be modified or eliminated with the adoption of the Specific Plan.	The Housing Element promotes the inclusion of mixed uses, various housing types and densities, and improvements in the Downtown Area through the Specific Plan process.	2008-2014	The City Council adopted of the Historic Downtown Specific Plan and EIR on September, 26, 2011.
Program 25: Definition of Family The City of Upland currently has the following definition for an unrelated family, "a group of not more than five persons who need not be related by blood, marriage, or legal adoption (excluding servants) living together as a single housekeeping unit in a dwelling unit. This definition is considered restrictive and may potentially impede group housing arrangements for persons with disabilities.	The Housing Element promotes the elimination of overly restrictive zoning regulations.	2008-2014	Comprehensive revisions to the Development Code will be completed within one year after adoption of the General Plan Update. (2014)

Program 26: Reasonable Accommodations. The Fair Housing Act requires that cities and counties provide reasonable accommodation to rules policies, practices, and procedures where such accommodation may be necessary to afford individuals with disabilities equal housing opportunities.	The City will create a process for making requests for reasonable accommodations to land use and zoning decisions and procedures regulating the siting, funding development and use of housing for people with disabilities within one year of adoption of the Housing Element.	Ongoing	City staff continues to work on a process for reasonable accommodations to land use and zoning decisions.
Program 27: Fair Housing. The City continues to review and negotiate lending practice activities under the Community Reinvestment Act (CRA) goals and Home Mortgage Disclosure Act (HMDA). During FY 2009, Upland contracted with the Inland Fair Housing and Mediation Board to review lending practices of three Upland lenders and three lenders chosen by the County of San Bernardino.	Continue to promote fair housing practices and provide educational information of fair housing to the public at public counters and on the City's website. Refer fair housing complaints to the Inland Fair Housing and Mediation Board.	Ongoing	The City continues to promote fair housing practices and provides educational information regarding fair housing to the public. In 2012, this program has assisted 58 low income individuals and families.

Other Programs			
Home Weatherization Program. The Home Weatherization Program is administered by Community Action Agency	The City will continue to encourage energy conservation; In addition, as part of the General Plan update, the City will incorporate policies and measures to encourage energy conservation, including the promotion of mixed use/sustainable development.	Ongoing	Program typically serves approximately 10 households in Upland per year. In 2012, the City encouraged continued participation in this program.
General Plan Implementation Program- Encourage Energy Conservation features in Residential construction and remodeling. The City requires conformance with the UBC and Title 24 requirements. Literature is provided to the public with guidelines and information for energy conservation for the homeowner and the building contractor.	Currently, revisions to the Building Code that encourage "Green" Building techniques are being considered by the City Council.		The City will continue to encourage energy conservation; In addition, as part of the General Plan update, the City will incorporate policies and measures to encourage energy conservation, including the promotion of mixed use/sustainable development. Energy Conservation regulations and practices will be addressed in the Comprehensive Development Code update, which is expected to be completed in 2014.
Zoning Code – Generally the Zoning Code provides minimal constraints on the development of low or moderate-income housing projects. However, the Housing Element identifies several concerns regarding the residential parking requirements. The requirement for Studio Apartments is 2 spaces per unit plus .5 spaces for guests. This is considered excessive. Also, the Housing Element notes that the shared parking provisions in commercial areas adjacent to residential projects are not being implemented. This could result in higher construction costs.	The City is in the process of preparing a density bonus ordinance in compliance with the recent state laws. This will include revised parking standards for low or moderate-income housing projects. As a part of the proposed Downtown Specific Plan ,the City is also considering shared parking opportunities.	2008-2014	The 2008-2014 Housing Element encourages amendments to the Zoning Ordinance that will address the following: Residential Care Facilities, Emergency Shelters, Transitional and Supportive Housing, Single Room Occupancy (SRO), Definition of Family, Density Bonus Provisions, and Parking Revisions. These amendments will be considered as a part of a Comprehensive Development Code Update, which will begin after the General Plan Update is approved in Mid CY 2013.
Accessory Dwelling Units –The Housing Element outlines the City's requirements and standards for permitting Accessory Dwelling Units or "Granny Flats". While no specific requirement was indicated as an unnecessary "constraint", a program to reduce application fees and reduce development standards may make the program more attractive to property owners.	The City will promote the use of accessory units or "Granny Flats" and will provide amendments to the Development Code that will reduce constraints on the provision of these units.		The Services Development Department has revised its Accessory (Second) Dwelling Unit ordinance and will consider options to make the option more convenient and attractive to property owners (especially seniors). Provisions for administrative approval of Accessory Dwellings have been approved. This work will continue and will be considered as a part of the Comprehensive revision to the Development Code.