

City of Hesperia STAFF REPORT



DATE: April 21, 2026

TO: Mayor and Council Members

FROM: Rachel Molina, City Manager

BY: Orlando Acevedo, Director of Development Services
Ryan Leonard, Principal Planner

SUBJECT: Award Professional Services Agreement with PlaceWorks, Inc. for a Comprehensive Development Code Update

RECOMMENDED ACTION

It is recommended that the City Council authorize the City Manager to execute a Professional Services Agreement with PlaceWorks, Inc. in the amount of \$344,530 and reserve a contingency of \$34,453 for a total contract cost of \$378,983 for a Comprehensive Development Code Update.

BACKGROUND

The City's Development Code establishes zoning regulations, land use standards, permitting procedures, and other development requirements that collectively form the regulatory framework shaping future development and guiding growth in accordance with the City's General Plan. Although individual sections of the Development Code have been periodically amended to address specific issues or comply with new State legislation, the Code has not undergone a comprehensive, system-wide update in more than 30 years.

As a result, the Development Code has become a collection of incremental amendments adopted at different times, which has created inconsistencies, outdated terminology, and internal conflicts between chapters. Additionally, many provisions no longer reflect community goals, modern planning and zoning practices, current development trends, objective design requirements, and/or updated State housing and land-use mandates.

Given the pace of regulatory changes in California and the City's ongoing residential and commercial growth, a comprehensive update is now necessary to ensure continued consistency with the General Plan, maintain compliance with State law, provide clear and predictable development standards, streamline permitting procedures, establish objective and measurable design criteria, and improve the overall organization and usability of the Code for staff, applicants, and the public.

Additionally, the City Council identified undertaking a comprehensive Development Code update as a key strategy to achieve the future development goals outlined in the adopted five-year Strategic Plan.

ISSUES/ANALYSIS

On January 4, 2026, a Request for Proposal (RFP) for work to be completed on the above-mentioned Development Code Update was published and made available for firms to submit proposals through a formal process utilizing Public Purchase, the City's online site. Eight proposals were received and reviewed by a selection committee. The proposals were evaluated based on certain criteria such as past experience, technical expertise and approach to the scope of work.

The selection committee conducted interviews for the top 3 ranked firms. Staff recommends PlaceWorks as the most qualified firm based on their experience, working knowledge of Hesperia, and demonstrated ability to deliver the required updates. Following receipt of the proposal, staff proceeded to negotiate a scope of work and a contract. The cost of the contract is \$344,530. The expected time to complete the update is 12-18 months. A brief synopsis of the scope of work is discussed below:

Public Outreach and Engagement: Meaningful community and stakeholder engagement will be a key component of the comprehensive Development Code update. PlaceWorks will use a flexible, collaborative outreach strategy that balances public input with technical work.

Stakeholder Meetings: Six stakeholder meetings will be conducted with developers, local builders, real estate professionals, business owners, and property owners to identify constraints, opportunities, and desired improvements within the Code.

Community Workshops: Six in-person community workshops, held in conjunction with the Planning Commission and/or City Council meetings at key milestones, will be conducted throughout the process. These workshops will introduce the project, present draft concepts, and provide opportunities for public input on zoning issues and proposed revisions. They will also include review of residential, commercial, and industrial use standards; permit processing procedures; definitions; and draft Development Code chapters.

Online Survey: An online survey will be distributed to expand accessibility and engage a broader cross-section of City residents. The survey will complement in-person workshops and help capture additional community feedback.

Development Code Amendments: The update will include, but is not limited to, the following:

- Reorganize and reformat Title 16 of the Municipal Code as needed to ensure that the Development Code is user-friendly for the public and staff;
- A comprehensive review of the definitions;
- Examine the required findings for all entitlement applications to determine if additional findings need to be made;
- Address nonconforming uses and structures;
- Review the allowed uses in commercial and industrial zones to better differentiate uses across the three commercial zones and two industrial zones;
- Review commercial and industrial design materials and configuration;

- Review the allowed use table to determine if any changes should be made to the required approval process;
- Add additional development regulations for industrial developments that contain outdoor storage;
- Review animal regulations and best practices;
- Review and update allowed uses within the agricultural and rural residential zoning to bring uses more current and include standards where needed;
- Review landscape ordinance;
- Modify the wireless facilities section of the Code to be consistent with Federal and State law, add additional regulations for the ongoing maintenance of wireless facilities, and clarify location requirements;
- Review and revise the development standards to make sure that they are clear and easy for the public to understand;
- Ensure compliance with new State laws, and Housing Element programs;
- Add new regulations for short-term vacation rentals to limit large gatherings and properties on residential properties;
- Add new requirements for electric vehicle charging to be consistent with State law;
- Add new regulations for solar facilities located on commercial properties;
- Enhance signage design and materials standards.

PlaceWorks will also review the allowed uses and development standards in the Main Street and Freeway Corridor Specific Plan and determine, in coordination with staff, if there is a need to distinguish them more clearly from the Development Code.

FISCAL IMPACT

The cost of the contract is \$344,530, with an industry standard contingency of 10 percent (\$34,453), for a total project cost of \$378,983. Funding for this project will extend through two fiscal years as shown below:

FY-2025/26	
Contract Cost	\$100,000
Total- FY-2025/26	\$100,000
FY-2026/27	
Contract Cost	\$244,530
10% Contingency	\$34,453
Total- FY-2026/27	\$278,983
Total Contract Cost	\$344,530
10% Contingency	\$34,453
TOTAL	\$378,983

The Fiscal Year (FY) 2025/26 Budget included funding in the amount of \$100,000 for a Comprehensive Development Code Update. If approved, funding for year two of the agreement and the 10% contingency will be included in the FY 2026/27 Budget

CITY GOALS SUPPORTED BY THIS ITEM:

Future Development - Facilitate balanced growth to ensure cohesive community development and pursue economic development.

Public Safety - Ensure public safety resources adequately protect our community.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

1. Comprehensive Development Code Update Proposal from PlaceWorks
2. Proposal Fee Schedule