



*Mammoth Lakes*<sup>™</sup>  
CALIFORNIA

**TOWN OF MAMMOTH LAKES**  
**ANNUAL PLANNING REPORT**

**January 1 – December 31, 2014**

Prepared by:

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Approved by:

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Town Manager

Date: March 19, 2015

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**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**INTRODUCTION AND PURPOSE**

California Government Code Section 65400(a) requires local planning agencies to: "Investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan."

An annual report including the following information is required to be prepared and submitted to the Mammoth Lakes Town Council, Office of Planning and Research, and the Department of Housing and Community Development (HCD) by April 1<sup>st</sup> of each year:

1. The status of the general plan and progress in its implementation;
2. The Town's progress in meeting its share of the regional housing needs;
3. Local efforts to remove governmental constraints to the maintenance, improvement, and development of housing; and
4. The degree to which the Town's approved general plan complies with the State General Plan Guidelines and the date of last revision to the general plan.

In addition to the above-listed required information, the Community Development Department has included additional content in this report that is locally relevant including planning activities, programs, and permits.

The purpose of this report is to inform the Town Council and the community of Mammoth Lakes about the status of implementing the General Plan, housing issues, and development in Mammoth Lakes. The report should be used to identify what necessary adjustments, if any, should be made to further implement the General Plan in the upcoming year.

This report summarizes the planning activities for the Town of Mammoth Lakes from January 1 to December 31, 2014.

BLANK PAGE

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**TABLE OF CONTENTS**

---

<b>Executive Summary .....</b>	<b>4</b>
<b>2007 General Plan .....</b>	<b>5</b>
State General Plan Guidelines.....	5
Key Efforts and Challenges in Implementing the General Plan .....	5
Land Use Elements .....	6
Land Use Element .....	6
Community Design Element.....	7
Neighborhood and District Character Element.....	8
Circulation Element – Mobility Element .....	8
Conservation Elements.....	12
Resource Management and Conservation Element.....	12
Arts, Culture, Heritage and Natural History Element .....	14
Open Space Elements .....	15
Noise Elements .....	16
Noise Element .....	16
Community Design Element.....	16
Safety Element – Public Health and Safety Element.....	17
Economy Element.....	17
Housing Element .....	18
<b>Regional Housing Needs .....</b>	<b>20</b>
<b>Governmental Constraints to Affordable Housing .....</b>	<b>20</b>
<b>Planning Applications .....</b>	<b>23</b>
<b>Look Ahead – Major Projects in 2015 .....</b>	<b>24</b>
<b>ATTACHMENTS</b>	
1. Housing Element Implementation Tables	
2. Detailed List of Planning Applications	

BLANK PAGE

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**EXECUTIVE SUMMARY**

The Town of Mammoth Lakes January 1 – December 31, 2014 Annual Planning Report was prepared by the Town of Mammoth Lakes Community and Economic Development Department in accordance with California Government Code Section 65400. This report was presented to and accepted by the Mammoth Lakes Town Council on March 18, 2015.

This report summarizes the measures and actions associated with the implementation of all of the Town's General Plan elements with specific reference to each of the individual elements required by State law. These elements include Land Use, Circulation, Conservation, Open Space, Noise, Safety, Economy, and Housing. The Town's General Plan addresses all of these topics, but the elements differ in how they are titled and organized.

The Town has made significant progress in the implementation of the General Plan in 2014 through the adoption of the Zoning Code Update, the General Bikeway Plan, the Pedestrian Master Plan, the Housing Element Update, acceptance of the Main Street Plan by Town Council, and the initiation of work on a Floor Area Ratio (FAR) analysis. These achievements are discussed under the appropriate General Plan element section of this report.

The Town adopted the updated Housing Element on June 18, 2014. The Housing Element addresses the planning period 2014-2019. The Town's progress in meeting the Housing Element goals is discussed in depth in this report. The Housing Element Implementation Tables, Attachment 1, provide details of the progress of meeting regional housing needs as well as removing governmental constraints to the development of affordable housing. Staff has continued working on development of the Housing Strategy and the Housing Ordinance and expects to complete this work in 2015.

This report also includes information on planning applications that were initiated, completed, or underway in 2014. The Town has seen improvements and an increase in permit activity over the last two years, and anticipates permit activity to continue to increase in 2015.

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**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**2007 GENERAL PLAN**

**State General Plan Guidelines**

The Town of Mammoth Lakes General Plan was adopted on August 15, 2007. The Town of Mammoth Lakes' 2007 General Plan ("General Plan") was prepared using the State's 2003 General Plan Guidelines (Government Code section 65040.2). The General Plan includes the seven mandatory elements: land use, circulation (Mobility Element), conservation (Resource Management and Conservation Element; and Arts, Culture, Heritage, and Natural History Element), housing, noise (Noise Element; and Community Design Element), open space (Parks, Open Space and Recreation Element; and Parks and Recreation Element), and safety (Public Health and Safety Element). The General Plan also includes three optional elements: economy, public arts, and community character.

The 2007 General Plan did not include updates to the existing Housing, Parks and Recreation, and Noise elements. An update of the Housing Element (2010) was completed and adopted in 2014. An updated Parks and Recreation Master Plan (PRMP) was adopted in 2012, which replaced the previous Parks and Recreation Element (1990). The Noise Element (1997) is anticipated to be updated when feasible with Town resources. Progress was made on the adoption of the draft Mobility (Circulation) Element in 2014, and the Town anticipates completion of the associated CEQA analysis in 2015.

**Key Efforts and Challenges in Implementing the General Plan**

The following key efforts were accomplished in 2014 to implement the General Plan:

- The comprehensive Zoning Code Update was adopted by the Town Council in May 2014.
- The Main Street Implementation Plan was completed and accepted by the Town Council in February 2014.
- A Snow Management and Parking District Analysis was completed and accepted by the Town Council in July 2014.
- The Town Council adopted the General Bikeway Plan in April 2014, which replaced the existing 2008 General Bikeway Plan.
- The Town Council adopted the Pedestrian Master Plan in April 2014, which implements the draft Mobility Element goals, policies, and actions related to pedestrian infrastructure.
- The Housing Element update was adopted in June 2014 by the Town Council.
- Staff began working on a Floor Area Ratio (FAR) analysis to determine an appropriate maximum- and minimum FAR.
- The Finance Department continued implementation of an aggressive Tax Enforcement and Revenue Collection Program.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

- An Assistant Planner and a Planning Technician were hired to process current- and long range planning projects.
- Adoption by the Town Council of the Vision and Strategic Direction of the Recreation Department, which outlines several strategies and deliverables aligned with the 2007 General Plan.
- Began work on creating an Enhanced Infrastructure Finance District (EIFD)

The Town encountered a number of challenges while furthering the goals of the General Plan:

- Competing priorities and unanticipated priorities have affected staff time spent on approved work program items.
- Poor snow conditions are anticipated to result in lower than projected revenues, which may affect completion of work program items.

Even with these challenges, the Town made substantial progress in implementing the 2007 General Plan in 2014.

## **Land Use Elements**

Three elements in the 2007 General Plan address land use. These elements are Land Use, Community Design, and Neighborhood and District Character.

### ***Land Use Element***

The Land Use Element states: "An overarching principle of the community is to maintain the town's compact urban form, protect natural and outdoor recreation resources, and prevent sprawl."

### ***Zoning Code Update***

During 2014, the Town completed the Zoning Code Update (ZCU), which implements the General Plan by aligning the Zoning Code more closely with the General Plan goals, policies, and actions and codifies neighborhood district plans. The ZCU was a comprehensive update that created new commercial zoning districts and revised development standards, parking and loading standards, permit processing requirements, regulations for nonconforming uses, structures and parcels, and many other topics. The ZCU was adopted by the Town Council in April 2014, and became effective in May 2014.

### ***Floor Area Ratio (FAR) Analysis***

During the ZCU process, a proposal was made to use FAR (rather than density) to regulate the intensity of development in the commercial zoning districts. The ZCU became effective in May 2014, and per Town Council direction, staff began evaluating the implications of removing the density limitations and proceeding with a FAR standard alone as the means for regulating intensity in the Town's commercial districts. Work completed in 2014 related to the FAR project included hiring a consultant to complete an Environmental Impact Report (EIR) and development of the project description for

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

the EIR. In addition to evaluating the environmental impacts of utilizing an FAR based system, the EIR will evaluate the potential environmental impacts of the draft Mobility Element Update and the Main Street Plan.

*Specific Plan Amendments*

During 2014, the North Village Specific Plan (NVSP) was amended twice. The first amendment was completed in September 2014, and included amending the permitted uses within the Specialty Lodging (SL) zone to allow restaurants, retail, and service-type uses within existing developed commercial spaces. The second NVSP amendment was completed in December 2014, and was part of the larger Inn at the Village project, a seven-story hotel with up to 67 rooms. The amendment consisted of an increase in the permitted height, a reduction of the building setback from Minaret Road, and an increase in density. This amendment only applied to the Inn at the Village site.

*Other Planning Projects*

The Town worked on various planning applications in 2014 including the following: Inn at the Village and associated North Village Specific Plan Amendment, Mammoth Creek Inn expansion, Gray Bear Subdivision, Chalet Hestia, amendment of the Shady Rest Affordable Housing Overlay, and modification of the Design Review permit for a wireless communications facility atop the Shilo Inn. In 2014, construction was completed on a bowling center with 12 bowling lanes, billiards tables, darts, golf simulation machines, and a bar and restaurant. The Mammoth View Project, which was approved in 2011 by the Planning and Economic Development Commission (PEDC) and consists of a 54-room boutique hotel, 24 townhome condominiums, and 28 freestanding condominium cabin units, continues to work toward beginning construction. Additional work related to the Mammoth View project included the creation of the Mammoth View Benefit Assessment District, which was formed in July 2014 and the undergrounding of utilities in the district, which is scheduled for 2015.

Lastly, the Town continues to maintain the Town's Urban Growth Boundary (UGB) to ensure a compact urban form, prevent sprawl, and protect natural and outdoor recreational resources, and as well as monitor progress and status of build-out in the General Plan.

***Community Design Element***

The Community Design Element states: "Our community is set within the forest; trees and the natural landscape are prominent and create a sense of scale and strong aesthetic."

An important policy in this Element is to limit building height to the tree heights on site or to the top of the tree canopy if no trees exist on site (Policy C.2.X). The Town continues to evaluate proposed projects against this policy.

To implement the policies and actions of this Element, the Town continues to retain an Advisory Design Panel (ADP) and Design Review Committee that reviews site design,

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

building massing and architecture of proposed development project. In 2014, the Design Review Committee met 14 times and reviewed 18 projects. The ADP did not meet in 2014. In addition, the Town continues to implement and revisit the Town's Design Guidelines and Color Handbook to achieve desired community design through project review and/or the entitlement process.

***Neighborhood and District Character Element***

The Neighborhood and District Character Element states: "To enhance the unique character of Mammoth Lakes, development of individual sites and districts must be carefully planned...the community's overall mix and composition of land uses, housing, employment, lodging and amenities should be considered in the planning of each district."

In 2014, the Town continued to apply the Townwide Neighborhood District Planning document, which integrated all of the neighborhood district plans into a single comprehensive document. The townwide document, as well as the individual district plans, continues to facilitate the overall planning and implementation of specific policies and actions for the various geographical areas of town. The Zoning Code Update codified the recommendations of the Neighborhood District Plans.

**Circulation Element – Mobility Element**

The Mobility Element in the 2007 General Plan addresses circulation and states, "Mammoth Lakes will be connected, accessible, uncongested and safe with emphasis on feet first, public transportation second, and car last." A Draft Mobility Element was completed in 2012, but due to funding limitations, California Environmental Quality Act (CEQA) review has not been completed. Staff anticipates completion of the CEQA review in 2015, thereby allowing the update of the Mobility Element to be adopted by Council.

***Main Street Implementation Plan Project***

In 2012, the Community and Economic Development Department received a \$165,000 Caltrans Community Based Transportation Planning grant to continue work to improve the overall transportation and land use potential of Main Street (Highway 203). The project, which began in summer 2012, will advance the recommendations of the Downtown Concept for Main Street (neighborhood district plan, completed in September 2010). The project will develop an implementation and phasing plan for "feet-first" transportation infrastructure, pedestrian and bicyclist safety, parking and business access, snow removal, and streetscape features on Main Street. The project is closely tied to the development and completion of the Zoning Code Update Commercial Zoning Chapter and is supported by the Downtown Working Group. The Final Plan was accepted by the Town Council and the Planning and Economic Development Commission (PEDC) in February 2014. Staff completed a Snow Management and Parking District Analysis (see below) and is seeking additional funding for implementation of the plan.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

*Snow Management and Parking District Analysis*

In July 2014, the Town completed a Snow Management and Parking District Analysis in order to better understand how snow and parking issues could be resolved in the Downtown area and other nearby areas within the Town. This study evaluated the feasibility of using various mechanisms to fund and manage some of the actions recommended by the Main Street Plan. The Town Council accepted the final report in July 2014. Based on the recommendation in the Parking and Snow Management Study and direction by Town Council, the Town began work on exploring the feasibility of forming a Property-Based Improvement District (PBID) and/or an Enhanced Infrastructure Financing District (EIFD). At this time, because of funding limitations and participant interest, staff is only exploring the EIFD.

*Streets*

In 2013 and 2014, the Town continued to work with Caltrans on the relinquishment of Viewpoint Road. Viewpoint Road is currently within the Caltrans right-of-way, but is privately maintained and serves as access for the Viewpoint Condominiums development. The Town wishes to facilitate the acquisition of the road and has formed a maintenance district for maintenance of the road. The road will be improved and maintained to Town standards in 2016. The relinquishment from Caltrans is expected to be finished in 2015.

The Town continues to hold meetings with the California Department of Transportation (Caltrans – District 9), and works jointly with Mono County to provide staff services to the Mono County Local Transportation Commission (LTC).

During 2013, staff worked on the plans and specification for the rehabilitation of Canyon Boulevard and completed the project in Summer 2014. The project provides road rehabilitation, storm drains, and sidewalks between Lake Mary Road and Forest Trail. The project was funded by the State Transportation Improvement Program (STIP).

During the spring of 2014, staff prioritized the rehabilitation of the Bluffs roads based on data collected from the Pavement Management System (PMS). Repaving of Fir Street, Pine Street, LeVerne Street, and Benz Way was completed in the summer of 2014 and paid for by the Bluff's Assessment District. The Public Works Department continued to update the PMS throughout 2014. The PMS is an asset management tool that uses current and projected pavement conditions to develop a plan for best use of maintenance dollars. Staff will continue to use this system in the upcoming years.

*Pedestrian Facilities and Trails*

In 2014, Town Council adopted the Pedestrian Master Plan, which guides the future development and enhancement of pedestrian facilities within the Town and is intended to implement the draft Mobility Element goals, policies, and actions related to pedestrian infrastructure. Specifically, it completes Action M.8.1.2 to update the Sidewalk Master Plan. Pedestrian transportation is recognized as a vital component of the overall transportation system in Mammoth Lakes and this plan reflects two key concepts from the Mobility Element. First, the Triple-Bottom-Line where transportation balances the goals of a community's social, economics, and natural capital, and second,

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

this document seeks to implement feet-first transportation, which emphasizes and prioritizes non-motorized travel first, public transportation second, and vehicle last.

Also in 2014, Town Council adopted the update to the General Bikeway Plan, which provides a blueprint for making bicycling an integral part of daily life in Mammoth Lakes. This plan will guide the future development of bicycle facilities and programs in the town. Its recommendations will facilitate bicycling for transportation and recreation and help attain the goals identified in the bicycle section of the draft Mobility Element. This plan is necessary to maintain eligibility for Federal and State transportation dollars for bicycle infrastructure improvements.

In 2011, the Town, U.S. Forest Service Inyo National Forest, and Mammoth Lakes Trails and Public Access completed the Lakes Basin Special Study (LABSS), which was a two-year grant funded transportation and recreation study of the Mammoth Lakes Basin. The project was funded by a grant from the Sierra Nevada Conservancy and will assist the Inyo National Forest and the Town in establishing a comprehensive plan for the area with the objectives of preserving natural resources and improving the visitor experience. The Town and the Inyo National Forest received a follow-up grant award from the Federal Transit Administration in 2012 to complete further environmental review, transportation planning, and capital projects in the Lakes Basin area. The Town and Forest Service began implementation in 2013 and will continue in 2015.

The Trails System Master Plan (TSMP) is a comprehensive trails and public access plan that updated the Town's 1991 Trails System Plan for the area within the Town's Municipal Boundary. The TSMP was adopted in October 2011 and continued to be implemented in 2014.

Over the last few years, the Town has been awarded a number of Federal and State funded Safe Routes to School Program grants to construct sidewalks. These sidewalk projects also include an educational component to work with the schools program to promote the benefits of walking, biking, and alternative modes of transportation.

The Meridian Boulevard Sidewalk project was funded by a federal Safe Routes to School grant and consists of a sidewalk on the north side of Meridian Boulevard from Sierra Park Road to Joaquin Road. Staff worked on the design of this project throughout 2013 and 2014, and construction was completed in the summer of 2014.

The Middle School Connector Path project is funded by a State Safe Routes to School grant. The project will provide intersection improvements at Old Mammoth Road and Sierra Nevada Road and Meridian Boulevard and Sierra Park Road. The project will also provide a path between the middle and elementary schools as well as funding to the MLPD for bicycle education programs. Due to the redesign and proposed reconstruction of the elementary school parking lot, Town staff has been working with the school for a complementary alignment for the path and the sidewalk. The project is scheduled for construction in 2015. Town staff will be responsible for managing construction of the parking lot and pedestrian improvements on behalf of Mammoth Elementary School.

The Waterford Gap Closure Project was awarded a Bicycle Transportation Account (BTA) grant for the construction of two 120-foot pedestrian bridges and one 25-foot bridge spanning the gap at the end of Waterford Avenue. The project was completed in 2014.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

The Lake George Connector Path project is funded by a Paul S Sarbanes grant and will construct a new multi-use path along the west side of Lake Mary Road from Pokonobe Lodge to Lake George Road and the preparation of engineering design plans from Lake George Road to Lake George (no funding for construction of this section is available at this time). The project also includes the procurement of a new trolley, bus trailers, and additional transportation planning studies around Lake Mary Road. Construction of the path is scheduled for the summer of 2015. A trolley and bike trailer were purchased in 2013.

During the latter part of 2014, Town staff has worked on reprogramming STIP funds for the construction of sidewalks along State Route 203 (SR-203) (Main Street and Minaret Road). The first phase of construction consists of a sidewalk from Mountain Boulevard to Minaret Road, the reconstruction of two retaining walls, and construction of a new bus stop. Construction is scheduled in 2016. The second phase of construction consists of a sidewalk and path from Minaret Road to the 8050 driveway with pedestrian lighting. Construction for phase 2 is scheduled in 2017. The final phase of construction serves to close the gap in pedestrian infrastructure along the frontage roads and is scheduled for construction by 2019. Sidewalks will be constructed along the northern side of SR-203 from Forest Trail to the Post Office and from Sierra Boulevard to Mountain Boulevard. A sidewalk along the southern side of SR-203 will extend from Laurel Mountain Road to Manzanita Road.

*Air Service*

In 2014, commercial air service included year-round daily service to Los Angeles and frequent winter service to San Diego and San Francisco. Additional flights to Las Vegas and Denver were also operated. Expanded air service is expected to result in fewer private vehicles in town, thereby supporting transit and "feet-first" goals.

A final revised Airport Layout Plan Update (ALP) was submitted to the F.A.A. in September of 2013 after ongoing coordination with the F.A.A. The ALP was conditionally approved on August 14, 2014. Now that the ALP is approved, the Town will begin planning for a new terminal facility to accommodate current air service volumes and limited expected growth in air service.

*Transit*

The Town continues to contract with Eastern Sierra Transit Authority (ESTA) to provide community transit services, which are funded with dedicated tax increment. These services provide over 15,000 service hours annually.

*Signage and Wayfinding*

The Town continues to work on town-wide improvements to trail system signage and wayfinding as part of the overall transportation system. In 2011, the Town and the U.S. Forest Service Inyo National Forest installed a number of trail signs as part of the completion of the Lakes Basin Path project. The signs are consistent with the Trail System Signage Program that was approved as a joint effort between the Town and the Inyo National Forest. Signage and wayfinding efforts were continued throughout 2014. Projects included the installation of seven interpretative panels within the Lakes Basin and the Sherwins and development of an interactive website linked by the QR codes on the interpretative panels.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

The Town completed the Municipal Wayfinding Master Plan in 2012, which included a complete schematic design and master plan for signage and wayfinding within the Town's urban area. The municipal program is intended to integrate with the Trail System Signage Program, directing visitors to public and private recreation, civic, commercial, and entertainment destinations. Additional engineering work was completed in 2013 and provided engineered drawings that were incorporated into the Town's Public Works Standards in early 2014. There is currently no funding for construction of these new signs, but the Town will continue to pursue grant funds when available.

### **Conservation Elements**

Two elements in the 2007 General Plan address conservation. These elements are Resource Management and Conservation and Arts, Culture, Heritage and Natural History.

#### ***Resource Management and Conservation Element***

The Resource Management and Conservation Element states: "Mammoth Lakes is valued for its majestic setting, the forest and trees, the smell of the pines, wildlife, clean air and water. The goals and policies of this Element address the community of Mammoth Lakes being a leader in managing and conserving these resources."

This Element supports the preservation of Mammoth Creek, which runs through town, by prohibiting development that does not maintain established setbacks and by managing Town-owned properties along Mammoth Creek for open space, habitat preservation, and passive recreation. The Snowcreek Development Agreement (DA), approved by Town Council in 2010, included a requirement for permanent preservation of the Mammoth Creek open space within the project boundary. Preservation efforts will continue in 2015, as the Snowcreek Developer is working with both the Town and the Department of Fish and Wildlife (DFW) on preservation of this property.

An update of the Town's Water-Efficient Landscape Regulations was completed as part of the ZCU. The purpose of the regulations is to implement the Water Conservation in Landscaping Act, reduce water waste in landscaping, establish a structure for designing, installing, and maintaining water efficient landscapes, and to promote the effective and efficient irrigation of landscapes. In addition to the updates included in the ZCU, the Town prepared a user's guide, titled Making the Most of Every Drop to assist in the implementation of the Water-Efficient Landscape Regulations. The Town continues to work with Mammoth Community Water District to implement water conservation and infrastructure improvements to help implement the Urban Water Management Plan's (UWMP) recommendations and meet mandated efficiency goals.

The Town monitors air quality in coordination with the Great Basin Unified Air Pollution Control District (APCD). This monitoring effort focuses on particulate matter (PM-10), which is caused by wood burning and cinders placed on the roads to increase traction during icy conditions. When PM-10 reaches certain levels in town, "no-burn" days are called, meaning that the use of fireplaces and wood stoves are prohibited for that time

**TOWN OF MAMMOTH LAKES**  
**ANNUAL PLANNING REPORT**  
**January 1 – December 31, 2014**

period. During the 2013-2014 monitoring season, federal PM-10 standards were exceeded on two (2) days and the more stringent State PM-10 standards were exceeded on fifteen (15) days. The two (2) days that exceeded federal PM-10 standards and ten (10) of the fifteen (15) days that exceeded the state PM-10 standards were a result of wildfire smoke impacts in the months of July and August. The remaining five (5) exceedances of the state PM-10 standards were all in the month of December on weekends or holidays where increased crowds coincided with periods of very cold and calm weather. For comparison, there were zero days that exceeded federal PM-10 standards and nineteen (19) days that exceeded State PM-10 standards in 2012-2013. The air quality monitoring season is November 15<sup>th</sup> to March 15<sup>th</sup>.

An update to the Air Quality Management Plan was completed in 2013, and the Town continued to implement the goals and policies of that Plan during 2014.

In 2014, the Town received funding for replacement of wood stoves and fireplaces with certified stoves, pellet stoves, or gas appliances. Funding for this program was a result of an agreement between the Great Basin Unified Air Pollution Control District and Los Angeles Department of Water and Power, which provided Air District agencies, including the Town of Mammoth Lakes with funds specifically for local air pollution prevention projects. As of February 2015, more than 73 heating system replacements have been completed with funding from this program, which amounts to hundreds, if not thousands, of pounds annually of wood-smoke emissions being eliminated from Mammoth's air. This project is ongoing until all of the funds have been expended and will further improve Mammoth Lakes' air quality.

The Town continues to be supportive of renewable energy resources such as geothermal. Ormat Technologies currently has two geothermal projects in the Mammoth Lakes area that are in various stages of the permitting process and the Town has provided comments and been engaged throughout the process and will continue to do so in 2015. In addition, the Town continues to work with the developers of the Mammoth View project who intend to use geothermal resources for the heating of their hotel and condominium project. There are also several homes throughout the Town that have installed ground source heat pump systems and many homes with photovoltaic (PV) installations. The Town and Mono County participate in the Home Energy Renovation Opportunity (HERO) program which provides low interest financing to make energy efficient, water efficient, and renewable energy products more affordable for homeowners. The Town and Mono County completed a feasibility study for a biomass project, which will turn green waste and forest slash into energy. The study indicated that thermal only projects were more viable, and a thermal project was scoped at a Mammoth Mountain Ski Area (MMSA) site, but it is unknown whether MMSA will pursue the project.

In partnership with Mammoth Disposal (MD) and Sierra Conservation Project (SCP), the Town has been working on improving waste disposal, and recycling to serve the needs of the Town and surrounding communities. In 2013, the Town reviewed various options for improving waste disposal, including the construction of a Materials Recycling Facility (MRF) and exporting the solid waste to other counties or states. The diversion rate for 2013 (approximately 27%) was lower than previous years, primarily due to there being less road grindings recycled since there were no road rehabilitation projects completed. The diversion rate for 2014 is not available as of March 6, 2015, but it is expected to

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

increase due to the use of grindings from the Bluffs and Canyon Boulevard projects. The diversion rate average includes diversion through the transfer station, road grindings used for road rehab, and grass clippings from the golf courses and parks. In addition, the Town is able to use Vons, Rite Aid, the Post Office, and Shred Pro's numbers as they backhaul their own recyclables. The Town continues to work on implementing programs that will help the Town meet California's mandated diversion rate of 50% and the states long-term goal of 75%. In addition, the Town is continuing to work with regional partners to achieve and maintain our commitment to CalRecycle.

In 2014, the Town adopted an updated Waste Management Ordinance and a new Recycling Ordinance for municipal waste. An additional ordinance to enhance recycling on construction and demolition materials is slated for adoption in early 2015.

Another valuable resource is Mammoth's dark night skies. These starry skies continue to be preserved through the Town's Outdoor Lighting Ordinance that requires down directed and shielded light fixtures for all existing and proposed outdoor lights. This requirement has significantly reduced dangerous glare for drivers and pedestrians as well. The Town continues to require all development projects to be consistent with these lighting requirements, and continues code compliance efforts to bring non-conforming fixtures into compliance with the Town's Lighting Ordinance.

The Town also continues to require tree removal permits for the removal of hazardous trees and to reduce wildfire danger, which helps to maintain and preserve trees within the community in a healthy and safe condition.

The Town is an active member of the Inyo-Mono Integrated Regional Water Management Plan (IRWMP) and was awarded a grant to prepare a Stormwater Management Master Plan (SMMP) that will provide a more proactive approach to managing stormwater, improving water quality, and minimizing the risk of flooding. The SMMP is an important contributing document to the Town's overall Capital Improvement Program (CIP) and not only helps to prioritize stormwater related improvements, but also helps guide and prioritize street improvement projects that have a stormwater component. The SMMP also includes a maintenance and operation section for more proactive, rather than reactive, storm water and storm drain maintenance provide with a GIS component. The work began in 2013 and will be completed in 2015.

In addition, the California Environmental Quality Act (CEQA) requires analysis of aesthetic, air quality, biological resources, and water quality for all projects. Mitigation measures are identified to reduce impacts to these resources. The Town includes these mitigation measures as conditions of approval for development projects to protect Mammoth Lakes' environmental resources.

***Arts, Culture, Heritage and Natural History Element***

The Arts, Culture, Heritage and Natural History Element states: "It is important that arts, culture, heritage and natural history are encouraged throughout the community."

The Community and Economic Development Commission has taken on the duties of the Public Arts Commission to continue to implement the Public Arts Program. The purpose

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

of the Public Arts Fee Fund and Program is to develop and maintain a visual arts program and provide for the acquisition and maintenance of quality works of public art.

Measure R funding in the amount of \$555,791 was approved by Town Council in 2014 for the following recreation programs:

- Enhancement of the Mammoth Lakes Trail System
- Completion of the Waterford Trail
- Technology enhancements for the Whitmore Recreation Area
- Track and field equipment
- Trails End Park improvements
- Parks master planning

Specifically dedicated for recreation, mobility, and arts and culture, Measure U funds were appropriated in 2014 for the following activities:

- Edison Theatre programming
- Special event enhancement
- Multi-Use facility programming
- Special event transit
- Performing Arts Center planning

CEQA requires a cultural resource analysis for all proposed projects. Mitigation measures are identified for each project to reduce impacts to cultural resources. The Town also complies with Senate Bill 18 regarding Native American Tribal consultation.

## **Open Space Elements**

Two elements in the 2007 General Plan address open space. These elements are Parks, Open Space and Recreation and the Parks and Recreation Element (1990). The Parks, Open Space and Recreation Element states: "Parks, open space, and our recreational opportunities in Mammoth Lakes are critical to our residents and to the success of our tourism-based economy."

Adopted by Town Council on February 1, 2012, the Parks and Recreation Master Plan (PRMP) assists in implementing the Parks and Recreation element and is the first step towards creating a system of parks and recreation facilities to serve the recreational needs of Mammoth Lakes' residents and visitors. Specified in the PRMP, the parks and recreation vision is to "provide multi-purpose, year-round, indoor and outdoor recreation opportunities accessible to all residents and visitors."

As a first step, the PRMP articulates a vision for parks and recreation, describes anticipated recreation needs, proposed general standards, and outlines a broad strategy to realize the vision. The PLAN Your PARKS process implemented in 2014 was the next step in the careful implementation of the PRMP and the culmination of work completed

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

by the Recreation Commission and their directive to identify and prioritize recreation programs and facilities for the community of Mammoth Lakes.

On January 15, 2014, Town Council approved the recommendation of the Recreation Commission to appropriate Measure R funds in the amount of \$55,000 for the PLAN Your PARKS process. The Town contracted with Verde Design, Inc. to facilitate the PLAN Your PARKS process with the goal of completing parks master planning for four of the Town owned or managed parks (Whitmore Recreation Area, Mammoth Creek Park East and West, the Community Center, Park and Tennis Court, and the Bell Shaped Parcel). The scope of work also included providing conceptual plans and diagrams for each of the four locations with site elements such as buildings, parking, fields, courts, and paths drawn to scale.

On March 20, 2014 and April 17, 2014, the Town hosted two community PLAN Your PARK workshops and a total of 122 community members participated in the process. On May 22, 2014, the Town hosted a subsequent PLAN Your PARKS workshop specifically for the Recreation/Community & Aquatic Center.

The final outcome of the PLAN Your PARKS process was Recreation Commission acceptance of a preferred conceptual design for the four parks, as well as selection of the preferred location for the recreation/community center and aquatics center in one of the four parks sites.

The Town continued to operate and maintain all Town parks and recreation facilities in 2014, including Mammoth Creek Park, Community Center Park and Tennis Courts, Shady Rest Park, Whitmore Track and Sports Field and Pool, Ice Rink/Multi-Use Facility, and Trails End Park. The Town's ice rink/multi-use facility was operated during the 2014-2015 winter, and the Town began an active fundraising effort to raise funds to build a cover at the ice rink. During the summer of 2014, the ice rink was utilized as a roller rink and also provided skate ramps and other recreational activities.

## **Noise Elements**

Noise is addressed in two elements of the 2007 General Plan. These elements are Noise (1997) and Community Design.

### ***Noise Element***

A goal of the Noise Element is: "To protect the citizens of the Town from the harmful and annoying effects of exposure to excessive noise."

The Town continues to enforce the noise limits stated in Municipal Code 8.16 Noise Regulation.

### ***Community Design Element***

A goal of the Community Design Element is: "Enhance community character by minimizing noise."

**TOWN OF MAMMOTH LAKES**  
**ANNUAL PLANNING REPORT**  
**January 1 – December 31, 2014**

The California Environmental Quality Act (CEQA) requires a noise analysis for all proposed development projects. Mitigation measures are identified for each project to reduce noise impacts. The Town includes these project specific mitigation measures as conditions of approval for the project to reduce noise impacts. Nuisance complaints related to noise are handled by continued enforcement through the Mammoth Lakes Police Department.

### **Safety Element – Public Health and Safety Element**

The Public Health and Safety Element states: “The community will be comfortable and safe. Facilities that are important to a livable community will be supported, provided, and encouraged.”

The Town continues to enforce building code requirements to minimize loss of life, injury, and property damage from snow, earthquakes, and fire. The Town also continues to work closely with the Mammoth Lakes Fire Protection District to review proposed development projects to ensure adequate emergency access and fire equipment access. The Town continues to respond to code compliance complaints including those related to potential safety issues. In addition, the Town’s Public Works Department prioritizes streets for snow clearing to maintain safe routes during snow storms.

All development project applicants are required to submit a Hazardous Waste Acknowledgement Form to disclose any hazardous materials information prior to project review and approval. In addition, the Town maintains an Emergency Operations Plan (EOP) that outlines how the Town will organize to respond to emergencies within the Town’s jurisdiction.

Lastly, the Town’s Municipal Code continues to allow day care facilities in residential zones to encourage adequate and high quality child-care in Mammoth Lakes.

### **Economy Element**

The Economy Element in the 2007 General Plan is an optional Element (not required by California State Law) that states: “Mammoth Lakes’ economy is tourism-based...Mammoth Lakes’ economic sustainability is dependent upon the mountain resort, expanded employment opportunities, shoulder season and midweek occupancy, air service and many other components of the community.”

In 2011, the Town initiated a significant transient occupancy tax (TOT) enforcement program. The program incorporates a substantial outreach component to inform locals and second homeowners of the Town’s short-term rental regulations. The program addresses transient rentals in unpermitted zones and transient rentals in permitted zones that are not remitting the required tax. A TOT Committee was established to assist and provide direction in the Town’s TOT enforcement efforts. The Town Council adopted Municipal Code revisions to facilitate this program. In 2014, the Town continued to refine and improve the TOT enforcement program, including conducting audits and assessments.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

In 2013, Mammoth Lakes Tourism (MLT), with the direction of a steering committee, implemented the Mammoth Lakes Tourism Business Improvement District (TBID). This benefit assessment district was developed to help fund marketing and sales promotion efforts for Mammoth Lakes tourism businesses. 2014 was the first year TBID dollars were available for marketing efforts and will continue to be utilized to promote the Town. The TBID will be in place for a period of five years at which time it can be renewed and expects to generate approximately \$4.7 million annually.

The continued expansion of commercial air service is anticipated to have a significant economic benefit for the town, by reducing midweek and seasonal drops in tourism and visitation. The construction of a temporary holding facility at the airport has improved the experience of those using the airport.

The Town anticipates continued work on economic development in 2015 and this remains as one of the Town Council's top priorities.

## **Housing Element**

Housing element law requires local governments to adequately plan to meet the existing and projected housing needs of all economic segments of the community. All Housing Elements must meet the requirements of the California Government Code sections 65583 and 65584.

The Town adopted the updated Housing Element on June 18, 2014, which was certified as compliant with State law in July 2014. The Housing Element addresses the planning period 2014-2019, and meets the two purposes identified by State law, including assessment of current and future housing needs and constraints in meeting those needs; and providing a strategy that establishes housing goals, policies, and programs. The Housing Element addresses the statewide housing goal of "attaining decent housing and a suitable living environment for every California family."

In 2015, the Town initiated work to update the existing Housing Ordinance (Municipal Code Chapter 17.136) and establish a housing mitigation fee for all types of projects. The updated Housing Ordinance and fee is anticipated to be adopted and effective in 2015.

Mammoth Lakes Housing, Inc. (MLH) was established by the Town in 2003 to acquire and develop reasonably priced housing for the resident worker population of Mammoth Lakes and to manage and facilitate the ownership and rental of such housing. Town staff continues to work with MLH on achieving the goals of the Housing Element. Attachment 1 identifies the Town's actions towards completion of the programs and status of the Town's compliance with the deadlines in the updated Housing Element.

In 2014, MLH worked with the Town of Mammoth Lakes to preserve one deed restricted home by utilizing the Revolving Loan Fund (RLF). The RLF was established in 2013 and uses a portion of the Town's Housing In-Lieu Fee Account for the preservation of deed restricted ownership housing stock. Since that time, three homes have been preserved. The Town identified this as a priority under Housing Element program H.2.G.1.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

MLH commissioned RRC & Associates in 2011 to conduct a housing needs assessment for Mammoth Lakes. Through employee and employer surveys, interviews, and trend analysis, data was collected which will be used to drive the Community Housing Strategy. The recommendations of this assessment include expanding MLH rehabilitation efforts, initiating the development of additional rental housing, exploring opportunities to better serve the Hispanic/Latino population, and exploring relaxing current restrictions on deed restricted properties, among others. Additionally, as part of the 2014 Housing Element Update, the Town and MLH distributed a housing survey in both English and Spanish. The results of the survey tracked the results of the 2011 needs assessment. These studies influenced the draft Community Housing Strategy, which continues to be a priority of both the Town of Mammoth Lakes and Mammoth Lakes Housing. The Town anticipates adoption of the Community Housing Strategy by May 2015.

The Town offered a First-Time Homebuyers Assistance Program with funding available from the BEGIN, CDBG Revolving Loan Fund, and HOME Program Income Programs. Two households were assisted with these funds in 2014.

The December 31, 2014 balance within the Affordable Housing In-Lieu Fund totaled \$238,870.86.

The Town, in conjunction with MLH, submitted a grant application under the 2014 CDBG Program Notice of Funding Availability (NOFA) for the rehabilitation of the Glass Mountain Apartments, Homebuyer Assistance, rehabilitation of 1-4 units, code enforcement, neighborhood clean-ups, and an Economic Development Plan in the amount of \$1,266,000.00, of which there was a partial award (Table 1).

**Table 1: Housing Related Grant Applications**

Grant Funding Source	Amount	Program	Status
CDBG	\$99,880	Planning & Technical Assistance for Economic Development	Not Awarded
CDBG	\$130,000	Code Enforcement (Public Service)	Not Awarded
CDBG	\$20,000	Town Clean-Up (Public Service)	Not Awarded
CDBG	\$400,000	Homeownership Direct Assistance	Awarded
CDBG	\$200,000	Rehab; Single-Unit Residence	Awarded

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

Grant Funding Source	Amount	Program	Status
CDBG	\$400,000	Rehabilitation of Glass Mountain Apartments	Awarded

Additionally, MLH, with the support of the Town of Mammoth Lakes, submitted two CalHome applications. One was a First-Time Homebuyer Assistance Program application for \$1,000,000 under the 2014 Notice of Funding Availability (NOFA) and was not awarded. The other was under their Manufactured Housing Owner Occupied Rehabilitation and First-Time Homebuyer Assistance NOFA for \$1,000,000, which was funded to MLH.

## REGIONAL HOUSING NEEDS

Table 2 summarizes the Town's progress towards meeting the Town's share of the Regional Housing Needs Allocation (RHNA), for the 2014-2019 Housing Element period.

**Table 2: 2014-2019 Progress to Meeting RHNA**

Year Constructed/Restricted	Extremely Low	Very Low	Low	Moderate	Above-Moderate (Deed Restricted)
2014	0	0	0	0	0*
Total	0	0	0	0	0
<b>RHNA 2014-2019</b>	<b>8</b>	<b>9</b>	<b>12</b>	<b>14</b>	<b>31</b>
<i>Net Remaining</i>	<i>8</i>	<i>9</i>	<i>12</i>	<i>14</i>	<i>31</i>

\*12 non-deed restricted market rate units were constructed in 2014.

Ongoing efforts will need to be focused on the production of housing, particularly for very-low, moderate, and above-moderate income residents, in order to achieve the Town's fair share of the regional housing needs.

The Town continued to direct resources to housing in 2014, particularly the allocation of in-lieu housing funds, and a portion of Transient Occupancy Tax revenues to housing. The latter source was principally used to fund the work of MLH, the Town's local affordable housing non-profit. MLH has used these funds to leverage additional State and Federal grant funds to construct and acquire affordable housing units, to provide down payment assistance to qualifying households, to preserve the existing deed restricted housing stock, and to provide assistance to qualified families to find and move into affordable housing units.

## GOVERNMENTAL CONSTRAINTS TO AFFORDABLE HOUSING

The Housing Element is required to analyze and identify potential government constraints to the production of affordable housing, and where possible, identify

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

programs that will help to lessen these constraints. Examples of such constraints are government-imposed fees that contribute to the overall cost of housing production, development standards that make it more difficult or costly to develop, or review processes that add time and cost to housing development proposals.

Although some development standards, such as those for on-site parking, lot coverage, and setbacks may be more stringent than in other communities, they are appropriate in the town's local context, particularly the need to deal with large amounts of snowfall.

The analysis of government constraints found that the Town's permitting, development review, and fees represent actual staff costs and time to process applications, and are not unduly restrictive to new residential development. The Town undertook a review of its development impact fees, including housing mitigation in-lieu fees, and, as a result, lowered fees substantially in 2009. One area identified for improvement is the Zoning Code, which has been updated since adoption of the General Plan update in 2007.

Programs identified in the Housing Element to reduce governmental constraints to housing production include:

- Modify the Municipal Code (MC) to incorporate General Plan Policy L.2.D, allowing additional density bonuses for deed-restricted housing projects, and SB 2 pertaining to emergency shelters and transitional housing (H.1.D.1 and H.1.F.2).
- Adopt a resolution waiving application processing fees for developments that include affordable to extremely low-income households (H.4.B.1).
- Amend the MC to allow residential care and assisted living facilities, licensed group homes, and small residential care facilities (H.4.C.1 and H.4.C.2). Adopted in May 2014.
- Amend the MC to clarify that manufactured housing is permitted in all residential zones (H.4.C.3). Adopted in May 2014.
- Allow additional types of secondary housing units within single family residential zones (H.4.D.1). Adopted in May 2014.
- Amend the DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA (H.4.E.2). Adoption anticipated in 2015.
- Amend the Town's parking standards to allow reduced parking standards for affordable, infill, and mixed use housing (H.4.E.3).

In addition, the Housing Element identifies completion of the comprehensive Zoning Code Update as a key action. The Zoning Code Update was adopted in 2014 and will help to reduce regulatory constraints to housing development by ensuring that the Zoning Code is consistent with the General Plan, reducing ambiguity and making for a more efficient review process. It will also look at opportunities for streamlining and simplification of development review procedures, such as design review.

The Housing Element also includes an action, H.2.B.1, to amend the Zoning Ordinance in keeping with the interim housing mitigation policy, which was adopted in November 2009. The analysis leading to adoption of the interim policy concluded that existing

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

development impact and housing fees were set at a relatively high level, and were likely to suppress development, including new housing production. The interim policy simplifies the current requirements for housing mitigation, generally reduces the cost burden associated with housing mitigation, and requires periodic review of housing fees to ensure they are in line with actual community needs and costs to develop affordable housing.

A complete summary of the Town's progress to achieving the programs identified in the Housing Element is included as Attachment 1.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**PLANNING APPLICATIONS**

The following table summarizes the status of planning applications as of December 31, 2014. A detailed list of application requests is attached (Attachment 2).

**Table 3: 2014 Planning Applications**

Table 1				
Application Types	Requests	Approved	Denied	In Process
General Plan Amendments (GPA)	0	1	0	0
District Zoning Amendments (DZA)	2	2	0	1
Zoning Code Amendments (ZCA)	3	1	0	3
Use Permit Applications (UPA)	4	3	0	2
Tentative Tract Maps (TTM)	4	2	0	2
Tentative Parcel Maps (TPM)	1	0	0	1
Variances (VAR)	0	0	0	0
Design Reviews (DR)	3	3	0	1
Administrative Design Review (ADR)	7	8	0	0
Lot Line Adjustments (LLA)	2	2	0	0
Planning Services Review (PSR)	1	1	0	0
Adjustments (ADJ)	7	7	0	1
Administrative Permits (AP)	3	3	1 (withdrawn)	0
Building Permits (BP)	658	623	13 (withdrawn)	47
Code Compliance Cases (CC)	251	NA	NA	NA
TOT Compliance Cases	7	NA	NA	NA
Sign Permits (SP)	33	21	3 (withdrawn)	1
Tree Removal Permits (TRP)	32	30	2	0
Outdoor Sales Permit (OS)	6	6	0	0
Business Tax Certificates (BTC)	208	187	11 (denied) 8 (rescinded)	2

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**LOOK AHEAD - MAJOR PROJECTS IN 2015**

The Town of Mammoth Lakes anticipates a busy 2015 completing significant work programs and projects that will further implement the 2007 General Plan:

- Floor Area Ratio / Density Analysis in Commercial Zones and environmental review
- Adoption of the Housing Strategy
- Adoption of the Housing Ordinance and Housing Fee Update
- Update of the Sign Code
- Update of the Development Impact Fees (DIFs)
- Continued work on an Enhanced Infrastructure Financing District (EIFD)
- Evaluation of whether or not single family transient rentals should be permitted in additional zones
- Economic development activities
- Continuation of the TOT Enforcement Program
- Implementation of a new permit system, including an online portal
- Airport Terminal Planning and Environmental Review
- Completion of environmental review and adoption of the Draft Mobility Element
- Municipal Trails Signage and Wayfinding
- Code Compliance
- Permit Processing
- Grant funded sidewalk and trails projects

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING REPORT  
January 1 – December 31, 2014**

**ATTACHMENTS**

**Attachment 1:** Annual Element Progress Report – Housing Element Implementation

**Attachment 2:** Detailed List of Planning Application Requests

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## ANNUAL ELEMENT PROGRESS REPORT

### *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction** Town of Mammoth Lakes  
**Reporting Period** 1/1/2014 - 12/31/2014

**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 in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet 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					
(2) Preservation of Units At-Risk			1		One owner restricted low-income unit was acquired with RLF funds.
(3) Acquisition of Units					
(5) Total Units by Income	0	0	1	0	

\* Note: This field is voluntary

**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 <b>Moderate</b>						0	
No. of Units Permitted for <b>Above Moderate</b>	12					12	

\* Note: This field is voluntary

## ANNUAL ELEMENT PROGRESS REPORT

### *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction** Town of Mammoth Lakes

**Reporting Period** 1/1/2014 - 12/31/2014

**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.		2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	17	0									17
	Non-deed restricted											
Low	Deed Restricted	12	0									12
	Non-deed restricted											
Moderate	Deed Restricted	14	0									14
	Non-deed restricted											
Above Moderate		31	12								12	19
Total RHNA by COG. Enter allocation number:		74										62
Total Units ▶ ▶ ▶			12								12	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶												

Note: units serving extremely 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**            Town of Mammoth Lakes  
**Reporting Period**       1/1/2014 - 12/31/2014

**Table C**

**Program Implementation Status**

Program Description (By Housing Element Program Names)	<b>Housing Programs Progress Report - Government Code Section 65583.</b> 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.		
<b>Name of Program</b>	<b>Objective</b>	<b>Timeframe in H.E.</b>	<b>Status of Program Implementation</b>
H.1.A.1	Maintain an up-to-date GIS database.	On-going	The Town contracts with a GIS coordinator that works for both the Town and Mono County to keep the GIS database functioning and up-to-date.
H.1.A.2	Provide annual reporting on the Town's progress to meeting the Housing Element.	On-going	This table, included with the annual planning report provided to the State Department of Housing and Community Development, is how the Town reports and tracks progress.
H.1.A.3	Ensure Master Plan/Specific Plan updates provide development capacity and policy to meet housing needs.	On-going	As master plans and specific plans are processed, the Community & Economic Development Department, Planning & Economic Development Commission, and Town Council will evaluate and ensure adequate development capacity and policy is included to meet housing needs.
H.1.B.1	Study exemption from density and FAR calculations for required on-site affordable and workforce housing.	31-Dec-15	
H.1.B.2	Encourage housing development as part of infill and mixed-use projects in Commercial Zones	On-going	The Commercial Zones allow mixed-use projects and workforce housing.
H.1.C.1	Amend the Housing Ordinance to incorporate General Plan Policy L.2.D. allowing additional density bonuses for deed-restricted housing projects.	31-Dec-14	The Town has begun work to update the Housing Ordinance in 2015.
H.1.D.1	Develop criteria, standards, and thresholds for assessment and approval for Alternative Housing Mitigation Plans.	31-Dec-14	These criteria, standards, and thresholds will be addressed through the updated Housing Ordinance.

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

**Jurisdiction**            Town of Mammoth Lakes  
**Reporting Period**        1/1/2014 - 12/31/2014

H.1.E.1	Continue to apply zoning standards that allow for special needs housing.	On-going	The Town is continuing to apply these zoning standards.
H.1.E.2	Identify outstanding housing needs, available housing that meets those needs, and consider a program to fill cost gap for persons with developmental disabilities.	31-Dec-14 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to complete this action item.
H.1.E.3	Implement an outreach program for housing and services available for persons with developmental disabilities.	31-Dec-14 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to complete this action item.
H.1.E.4	Ensure equal access to housing for persons with disabilities.	On-going	The Town ensures this through implementation of Municipal Code 17.80, Reasonable Accommodation.
H.2.A.1	Dedicate 1 percentage point of TOT revenues to fund housing programs.	On-going	The Town Council annually dedicates TOT revenues to fund housing programs, including the work of Mammoth Lakes Housing, Inc, Town staff, etc.
H.2.A.2	Pursue grant funds to support housing programs, in particular funding for ELI households.	On-going	The Town and Mammoth Lakes Housing, Inc. continue to pursue grant funds to support housing programs. A HOME grant was awarded in 2014 for first time homebuyer assistance and rehabilitation. A CDBG grant was awarded in 2014 for upgrades to the Glass Mountain Apartments, and homebuyer assistance and single unit rehabilitation.
H.2.A.3	Develop and adopt a Community Housing Strategy.	31-Dec-14	The Draft Housing Strategy is anticipated to be adopted in May 2015.
H.2.A.4	Implement a program to monitor construction and rehabilitation of housing to meet ELI population needs.	31-Dec-15	
H.2.B.1	Develop and adopt an amended Housing Ordinance.	31-Dec-14	Anticipate adoption in 2015.

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

**Jurisdiction**            Town of Mammoth Lakes  
**Reporting Period**        1/1/2014 - 12/31/2014

H.2.D.1	Work with Mammoth Lakes Housing to acquire and renovate units that can be added to the workforce housing inventory. Program creation will include an evaluation of program costs, benefits, and opportunities.	31-Dec-15	
H.2.E.1	Study potential strategies to encourage upgrades of existing multi-family rental properties, including code enforcement.	31-Dec-15	A CDBG grant application for code enforcement was submitted in 2014 though was not awarded.
H.2.G.1	Work with Mammoth Lakes Housing, Inc. to study and develop procedures that will avoid the inadvertent loss of deed-restricted units.	31-Dec-15	A new deed restriction has been implemented that helps to alleviate some of the problem caused by the previous versions. The Town and MLH created a Revolving Loan Fund using portion of the Town's Housing In-Lieu Fee Fund for the buy back of deed restricted units. Two (2) units were preserved in 2014 via these efforts.
H.2.G.2	Continue to work with Mammoth Lakes Housing and the Revolving Loan Fund (RLF) to assist in buying back existing deed-restricted units.	31-Dec-15	Two (2) units were preserved in 2014
H.2.H.1	Use 2011 Housing Needs Assessment to target efforts aimed at increasing housing for seasonal employees.	On-going	
H.3.A.1	Work with Mammoth Lakes Housing, Inc. to develop and adopt minimum design and livability standards for affordable and workforce housing units.	31-Dec-14	Anticipated to be adopted as part of the Housing Ordinance update. See H.2.B.1.
H.4.B.1	Adopt a resolution waiving a proportion of the application processing fees for developments in which at least 5% of units are affordable to ELI households.	31-Dec-15	The Town anticipates amending the Municipal Code fee waiver section to include this program concurrently with the Housing Ordinance update. See H.2.B.1.

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

**Jurisdiction**            Town of Mammoth Lakes  
**Reporting Period**        1/1/2014 - 12/31/2014

H.4.E.1	Monitor the Town's DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA or housing objectives.	31-Dec-14 and on-going	The Interim Housing Mitigation Policy and DIF modifications adjusted housing fees, and exempted additional residential uses from payment of housing fees. Additional modifications are expected to be made concurrently with the Housing Ordinance update. See H.2.B.1.
H.5.B.1	Provide information regarding fair housing practices at the Town of Mammoth Lakes offices and website, the Mammoth Lakes Community Center and Library, and the Mono County offices located in Mammoth Lakes.	31-Dec-14 and on-going	Information regarding fair housing practices was completed in 2014.
H.5.C.1	Establish a process to address fair housing complaints and inquiries.	31-Dec-14 and on-going	The Town and MLH established a process to address fair housing complaints and inquiries in 2014.
H.6.B.1	Town will enforce State Green Building Code requirements.	On-going	The Town is enforcing the California Building Code requirements.
H.6.C.1	Work with Inyo Mono Advocates for Community Action (IMACA) and Mammoth Lakes Housing to increase the number of weatherization retrofits and other upgrades of owner occupied and non-transient rental housing units in Mammoth Lakes.	On-going	A HOME grant was awarded in 2014 for first time homebuyer assistance with or without rehabilitation. The Town continues to work with Mammoth Lakes Housing on permits for upgrades to existing non-transient housing. IMACA's Weatherization Program was not operational in 2014 due to staffing constraints.

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

<b>Jurisdiction</b>	<u>Town of Mammoth Lakes</u>
<b>Reporting Period</b>	<u>1/1/2014 - 12/31/2014</u>

**General Comments:**

## **Attachment 2: Detailed List of Application Requests**

- A. Adjustments –
  - a. ADJ 14-001: Creasy; decrease of 20% of the required front and street side yard setback and an increase of not more than 5% in lot coverage; approved 4/2014.
  - b. ADJ 14-002: English; decrease of 10% of the required lot depth; approved 11/2014.
  - c. ADJ 14-003: Fuller Residence; decrease of 20% of the required side yard setback; approved 8/2014.
  - d. ADJ 14-004: Moore Residence; decrease of 20% of the required side yard setback; approved 9/2014.
  - e. ADJ 14-005: Hernandez Residence; decrease of 20% of the required front yard setback and authorization to park within a setback area not leading to a garage; approved 10/2014.
  - f. ADJ 14-006: Chalet Hestia; authorization to park within a setback area not leading to a garage; ongoing.
  - g. ADJ 14-007: Diehl Residence; decrease of 20% of the required side setbacks; approved 11/2014.
  
- B. Administrative Permits –
  - a. AP 14-001: Vet Clinic; approved 1/2014.
  - b. AP 14-002: Modify approval for Vet Clinic approved by AP 14-001; approved 2/2014.
  - c. AP 14-003: Permanent outdoor display at Vons; approved 6/2014.
  
- C. Administrative Design Review -
  - a. ADR 14-001: Single-Family Residence in the Bridges Subdivision; approved 6/2014.
  - b. ADR 14-002: Eagle Run Condominiums Re-Roof; approved 5/2014.
  - c. ADR 14-003: CJs Grill Re-Paint; approved 7/2014.
  - d. ADR 14-004: Big Wood Condominiums Re-Paint; approved 8/2014.
  - e. ADR 14-005: San Sierra Condominiums Re-Paint; approved 9/2014.
  - f. ADR 14-006: 76 Lupin Re-Paint; approved 11/2014.
  - g. ADR 14-007: Modify design for construction of a rooftop wireless telecommunications antenna array previously approved by ADR 13-002; approved 12/2014
  
- D. Building Permits and Certificate of Occupancy - A total of 658 building permits were submitted in 2014.
  
- E. Business Tax Certificates – A total of 208 business tax certificates were applied for in 2014.
  
- F. Code Compliance – A total of 251 code compliance complaints and violations were submitted in 2014, including: trash spills, unpermitted signs, illegal lighting, unpermitted construction, un-secured abandoned buildings, hazardous dead trees, and other public nuisances.

- G. Design Review –
  - a. DR 14-001: Electronic message sign at Cerro Coso College; approved 7/2014.
  - b. DR 14-002: Mammoth Creek Inn expansion; approved 12/2014.
  - c. DR 14-003: Chalet Hestia; ongoing.
- H. District Zoning Amendments –
  - a. DZA 14-001: Amendment of the NVSP related to the SL zone; approved 9/2014.
  - b. DZA 14-002: Amendment of the Shady Rest AH Overlay; withdrawn.
- I. Lot Line Adjustments –
  - a. LLA 14-001: Adjustment of shared lot line; approved 2/2014.
  - b. LLA 14-002: Adjustment of shared lot line; approved 9/2014.
- J. Outdoor Sales Permits – 6 outdoor sales permits were submitted and approved in 2014.
- K. Sign Permits – 33 sign permits were submitted; of those, 19 were approved, 1 was withdrawn, 1 is ongoing, and 12 were for temporary signs.
- L. Tentative Parcel Maps –
  - a. TPM 14-001: Chalet Hestia; ongoing.
- M. Tentative Tract Maps –
  - a. TTM 14-001: Gray Bear; approved 7/2014.
  - b. TTM 14-002: Lodestar Area 2; withdrawn.
  - c. TTM 14-003: Lodestar Area 3; withdrawn.
  - d. TTM 14-004: Mammoth Creek Inn expansion; approved 12/2014.
- N. TOT Code Compliance- During 2014, 7 TOT cases were initiated.
- O. Tree Removal Permits – 32 tree permit applications were submitted. Some tree permits included multiple trees, and many trees were removed for fuel reduction purposes to provide defensible space around residences and other structures. Other trees were removed because they were dying or hazardous.
- P. Use Permit Applications –
  - a. UPA 14-001: Request to allow transient rentals in a SFR in the RMF-2 Zone; approved 9/2014.
  - b. UPA 14-002: Request to allow transient rentals in SFR's within the Gray Bear Subdivision; approved 7/2014.
  - c. UPA 14-003: Request to allow transient rentals in SFR's within the TTM 14-002 Subdivision; withdrawn.
  - d. UPA 14-004: Request to allow transient rentals in Chalet Hestia Condominiums; ongoing.

Q. Zoning Code Amendments –

- a. ZCA 14-001: Zoning Code Clean-Up; approved 1/2015.
- b. ZCA 14-002: Removal of the Use Permit requirement for transient rentals in the RMF-2 Zone; approved 3/2015.
- c. ZCA 14-002: Amendment of the Shady Rest AH Overlay; withdrawn.