

2020 MAMMOTH LAKES Housing Element Annual Progress Report

TABLE D - Program Implementation Status

| Housing Programs Progress Report - Government Code Section 65583 | | | |
|---|--|--------------------------|--|
| Program Description | | | |
| Name of Housing Element Program | Objective | Timeframe in H.E. | Status of Program Implementation |
| H.1.A.1. | Maintain an up to date, GIS-based inventory of potential sites available for future housing development, and provide this information to Mammoth Lakes Housing, Inc. and prospective developers. | 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 | As part of the annual planning report to the Town Council (including the annual report to HCD on the Housing Element), provide an update on progress to meeting the Housing Element (including units for extremely low-income households), to ensure that adequate sites remain available to meet the RHNA. | On-going | This table, included with the annual progress report is provided to the State Department of Housing and Community Development on an annual basis, and is the primary way in which the Town reports and tracks its progress towards RHNA. |
| H.1.A.3. | Ensure that updates and amendments to existing and future Master Plans and Specific Plans provide development capacity and supporting policy to help meet the Town's housing needs. | On-going | As master plans and specific plans and updates are processed, the Community and Economic Development Department, Planning and Economic Development Commission, and the Town Council will evaluate and ensure adequate development capacity and policy is included to meet housing needs. |
| H.1.B.1. | Encourage housing development as part of infill and mixed-use development within the Downtown, Old Mammoth Road, and Mixed Lodging/Residential Commercial Zones, which is allowed by right by the Zoning Code. Outreach to property owners, developers, and brokers to discuss infill and mixed-use development opportunities in these Commercial Zones. This outreach will include identifying, discussing and addressing barriers. | On-going | The Town's commercial zoning districts allow mixed-use projects and workforce housing as permitted uses and as part of the Zoning Code Update work in 2017 (ZCA 15-002), the Town held numerous workshops and meetings to discuss the potential for mixed-use development and multi-family housing in the commercial zoning districts. The Town continues to discuss development opportunities with property owners and potential developers and encourage the inclusion of housing within commercial projects. In 2020, construction began on a mixed-use residential/commercial project within the Old Mammoth Road commercial zone that will include 13 residential units and 2 ground-floor commercial spaces. |

| | | | |
|----------|---|----------|---|
| H.1.D.1. | Continue to implement the mitigation requirements of the Housing Ordinance including the requirements for developing Alternate Housing Mitigation Plans (AHMPs). | On-going | The Housing Ordinance provides a menu of options for developers to choose from to mitigate his/her housing impact. Requirements are outlined for each of those options in the Housing Ordinance. Municipal Code Section 17.136.080 establishes application requirements and approval authority for Alternative Housing Mitigation Plans. In 2020, the Town collected \$204,000 in Housing Impact Mitigation Fees from the issuance of 34 residential building permits. |
| H.1.E.1. | Continue to apply zoning standards that allow for special needs housing in Mammoth Lakes to ensure continued compliance with state law. These zoning standards and procedures include reasonable accommodation and allowing transitional and supportive housing, emergency shelters, and accessory dwelling units. | On-going | The Town completed zoning amendments in 2014 to address compliance with state law for emergency shelters, transitional and supportive housing, assisted living facilities, and group living facilities and continue to monitor changes to state law to ensure on-going compliance. The Town is continuing to apply only the residential zoning standards that apply to other residential units in the same zoning district. Reasonable accommodations are made to development standards as requested for persons with disabilities. |
| H.1.E.2. | Continue to work with the Kern Regional Center to identify any outstanding housing needs for its clients within the Mammoth Lakes community, assist in identifying available housing that meets those criteria, and consider a rental assistance program to fill the gap between income levels and the cost of housing for persons with developmental disabilities. Collaborate with the Center to implement an outreach program that informs residents within Mammoth Lakes on housing and services available for persons with developmental disabilities. The program could include the development of an informational brochure, posting information about available services on the Town's website, and providing housing- and services-related educational workshops for individuals and families. | On-going | The Town will work with Mammoth lakes Housing, Inc. (MLH) and Kern Regional Center to accomplish this goal. MLH previously worked with the Center to try and secure funding from the State Department of Developmental Services for their 238 Sierra Manor Road 11-unit low-income apartment conversion project (a non-residential to residential conversion project). They were not successful in obtaining that funding but will continue working with the Center as the project moves forward. |

| | | | |
|----------|--|----------|---|
| H.1.E.3. | The Town shall continue to ensure individuals with disabilities equal access to housing, pursuant to the rules, policies, and procedures in Chapter 17.80 (Reasonable Accommodation) of the Municipal Code. | On-going | The Community & Economic Development Department is committed to reviewing and processing applications for Reasonable Accommodation to provide appropriate relief from development standards that might create a barrier to providing housing for a disabled or special needs person. These applications are processed at no cost to the applicants. |
| H.1.E.4 | The Town shall review its zoning code to ensure compliance with AB 2162 related to allowing supportive housing. The zoning code will be reviewed to assess whether supportive housing is allowed without discretionary review in all zones that allow multifamily housing or mixed-use development, including nonresidential zones as applicable. If it is determined that the allowed uses in the zoning codes are not in compliance with AB 2162 the Town will revise the allowed uses along with corresponding development standards as detailed in AB 2162. | 12/1/21 | The Town is currently reviewing its zoning code to determine whether it complies with AB 2162 related to allowing supportive housing, and if it is determined that the zoning code does not comply, the applicable amendments will be made. This work item is scheduled to be completed by the end of 2021. |
| H.1.E.5. | The Town shall review its zoning code to determine whether updates to zoning are needed to comply with the state Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6). The Act calls for the Zoning Ordinance to treat employee housing (including farm worker housing) that serves six or fewer persons as a single-family structure and permitted in the same manner as other single-family structures of the same type in the same zone (Section 17021.5). The Zoning Ordinance must also treat employee housing consisting of no more than 12 units or 36 beds as an agricultural use and permitted in the same manner as other agricultural uses in the same zone (Section 17021.6) in zones where agricultural uses are permitted. | 12/1/21 | The Town is currently reviewing its zoning code to determine whether it complies with the state Emergency Housing Act, and if it is determined that the zoning code does not comply, the applicable amendments will be made. This work item is scheduled to be completed by the end of 2021. |

| | | | |
|-----------------|---|-----------------|--|
| <p>H.1.F.1.</p> | <p>Seek funding to continue the planning process for The Parcel site and process entitlements for the planned development. Continue to engage the community during the master planning process. Housing should be developed on The Parcel during the housing element planning period.</p> | <p>On-going</p> | <p>In 2020, the Town made substantial progress towards the completion of the updated Master Plan for the Parcel site which will serve as the sole zoning for the site (the Master Plan was adopted in early-2021) and will provide the regulatory framework for the subsequent phases of development. The Master Plan is intended to implement the Conceptual Land Use Plan that was accepted by Town Council in December 2019. Additionally in 2020, the Town conducted a public bid process to select a development partner in accordance with the State's Surplus Land Act and the Town anticipates entering into a formal partnership with a developer in early-2021 (Pacific West Companies, Inc. (PWC) was selected as the Town's development partner in February 2021). The next steps include finalizing the partnership with the development partner (February 2021), Town Council consideration of the entitlements for Phase 1 of the project (February 2021), and applying for grants and other competitive financing (e.g., low income housing tax credits) for the initial phase of the project. Construction on Phase 1 of the project (80 low-income apartment units plus 1 manager's unit) could begin as soon as Spring 2021 if the competitive financing is awarded.</p> <p>In 2020, the Town was successful in the following grant applications specific to the Parcel: (1) \$20.6 million in Infill Infrastructure Grant funding which is intended to fund infrastructure related to affordable housing production and will help fund the necessary infrastructure for the project; and (2) \$65,000 in Local Early Action Planning (LEAP) grant funding which will be used for costs related to the Master Plan update. The Town will continue to seek additional funding sources for the project, including, but not limited to, grants, low income housing tax credits, and tax exempt bonds, and loans.</p> |
|-----------------|---|-----------------|--|

| | | | |
|----------|--|----------|--|
| H.2.A.1. | Continue to dedicate appropriate funds to fund affordable and workforce housing programs, and the work of Mammoth Lakes Housing, Inc., the Town, and other groups to meet housing needs. | On-going | The annual dedication of TOT revenues to fund housing programs is 0.85 points (of 13 points). In addition to the dedicated TOT revenues and despite the economic challenges created by COVID-19, the Town was able to provide: (1) approximately \$400,000 in rental assistance funding to financially assist those impacted by COVID-19; and (2) funding for the Chamber of Commerce-led workforce housing program which aims to connect renters with rental owners / homeowners with rooms to provide housing. The Town's commitment of \$300,000 towards MLH's 238 Sierra Manor Road 11-unit low-income apartment conversion project and \$101,000 towards the Town's missing-middle loan program remained in place and was not otherwise redirected towards the COVID-19 response. |
|----------|--|----------|--|

| | | | |
|----------|---|----------|---|
| H.2.A.2. | Continue to pursue available grant funds, in cooperation with Mammoth Lakes Housing, Inc. and other partners, to support and facilitate the provision of workforce housing and housing affordable to lower income households. In particular, the Town will seek State and Federal funding specifically targeted for the development of housing affordable to extremely low-income households. | On-going | <p>The Town and MLH continue to pursue grant funds to support housing programs. The Town was awarded \$700,000 in CDBG grant funding in 2018 for first-time homeownership assistance and rehabilitation programs and \$500,000 in HOME grant funding in 2017 for first-time homeownership assistance. Two first-time homebuyer HOME loans and three homeownership assistance CDBG loans were awarded in 2020 and the Town and MLH continue to market the programs and actively work to qualify interested clients. In addition to the HOME and CDBG loans awarded, two BEGIN ReUse loans were awarded through the reinvestment of repaid BEGIN loan funds. The Town anticipates applying for additional homeownership assistance grant funding in 2021 since the current CDBG and HOME contracts end in July 2021.</p> <p>Other housing grants that the Town was awarded in 2020 include: (1) \$65,000 in grant funding from the LEAP program to partially fund the Master Plan update for the Parcel (a town-owned 24.5-acre vacant site that is intended for affordable housing development); (2) \$20.6 million in grant funding from the IIG program to partially fund the infrastructure improvements for the Parcel; and (3) \$68,375 in CARES Act funding to provide subsistence payments (e.g., rental, mortgage, and utility payment assistance) for those financially impacted by COVID-19 (the Town received authorization to incur costs in 2020 and the formal standard agreement will be executed in 2021).</p> |
| H.2.A.3. | The Town will work with MMSA on a pilot program to develop a model policy for employers to provide first and rental deposit which would be re-paid through payroll deduction. Outreach efforts will be made with employers to provide education and to gather information to help create the program. | 12/1/24 | <p>Not yet started. These program components were included in the Housing Action Plan: Live, Work, Thrive and a detailed work program implementing the Housing Action Plan is being developed. Implementation of this pilot program is expected within the next 2-5 years. The Town will work with MLH and Mammoth Mountain Ski Area (MMSA) to accomplish this action.</p> |

| | | | |
|----------|---|---------------------------|---|
| H.2.A.4. | The Town will gather research and data to support a program that builds upon the existing Homebuyer Assistance program through Mammoth Lakes Housing, Inc. to assist moderate and middle-income households, up to 200% AMI with down payment assistance or assistance with second mortgages. The Town will also work with employers to assist employees and learn from existing employers with current programs (MMSA, Water District, MLH assistance). | Dec-2020 and On-going | The Town, with a recommendation from MLH, funded a missing-middle loan program in 2019 with \$101,000 to provide a minimum of two low-interest deferred payment loans to households earning between 81-120% AMI. Staff finalized the draft program guidelines in late-2020 and anticipates Town Council adopting the guidelines in early 2021. Staff will then work with MLH to provide loans to qualified households. The program will be monitored and analyzed to determine if adjustments to the program are necessary to improve its effectiveness and will work to secure additional funding. |
| H.2.A.5. | Continue to explore placing a dedicated local tax initiative on the ballot in Mammoth Lakes to fund affordable housing. If passed the tax would provide a dedicated local funding source for affordable housing. | Postponed due to COVID-19 | The Town was considering a ballot measure for the November 2020 general election to increase the TOT amount by 1% to be used specifically for affordable housing, but due to the unknown long-term economic impacts associated with COVID-19, the ballot measure was postponed. The Town will continue to explore placing a dedicated local tax initiative on a future ballot. |
| H.2.A.6. | The Town will work to maintain the affordability of mobile homes in Mammoth Lakes by looking for funding sources for improvement of mobile homes and mobile home parks. The Town will reach out to mobile home park owners to look for ways that they can work together to maintain mobile homes as an affordable housing type in Mammoth Lakes. | On-going | The Town was awarded \$700,000 In CDBG grant funding in 2018 for first-time homeownership assistance and rehabilitation programs and the rehabilitation portion of the funding can be used for the rehabilitation of mobile homes for qualified households. The Town continues to work with MLH and mobile home park owners to maintain mobile homes as an affordable housing type and to look for additional funding sources for the rehabilitation of mobile homes. |

| | | | |
|----------|--|----------|--|
| H.2.D.1. | As part of implementing the Community Housing Action Plan, work with affordable housing developers 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. | On-going | Action strategies addressing the conversion of existing units to ownership or rental opportunities for the workforce were included in the Community Housing Action Plan: Live, Work, Thrive (CHAP). In 2020, MLH made significant progress towards construction of their 238 Sierra Manor Road 11-unit low-income apartment conversion project, including the submittal of a HOME application for construction funding and submittal of the building permit application and construction drawings for the project. The Town continues to support MLH on this project and submitted a CDBG application for \$3.5 million in multi-family rental rehabilitation funding in September 2020. |
| H.2.D.2. | As part of implementing the Community Housing Action Plan, explore the possibility of instituting a long-term rental housing inspection program to ensure proper maintenance and safety of tenants in long-term rentals in Mammoth Lakes. | 12/1/24 | Not yet started. These program components were included in the CHAP and a detailed work program implementing the CHAP is being developed. Implementation of the long-term housing inspection program is expected within the next 2-5 years. |
| H.2.E.1. | As part of implementing the Community Housing Action Plan, which includes the Community Housing Action Plan and the Housing Needs Assessment completed in 2017, continue to implement potential strategies to incentivize and encourage upgrades of existing multi-family rental properties, and how code enforcement techniques may be improved and used to correct building violations that pose a threat to residents' safety or wellbeing. | On-going | The Town and MLH are working to build relationships with multi-family rental property owners to encourage them to upgrade and maintain their rental properties. The Town's Code Compliance officer and MLH have been active in investigating substandard housing complaints and working with the property owners to remedy the situation and MLH has established a relationship with Bishop Indian Legal Aid services to assist tenants. MLH previously hosted a series of free landlord-tenants' rights workshops to assist in educating owners and tenants of their rights. |
| H.2.E.2. | Establish a landlord/tenant matching program to increase opportunities for seasonal employees to stay year-round. Could also include a job matching component. | 7/1/19 | In 2019, the Town committed \$149,000 to fund a pilot program with the Chamber of Commerce to establish a workforce housing program that aims to connect renters with rental owners / homeowners with rooms to provide housing. The Town and MLH serve on the Chamber's committee for this program and provide guidance as the program develops. As of the end of 2020, the program has successfully matched 56 homeowners/landlords to tenants. |

| | | | |
|----------|---|-----------------------|---|
| H.2.G.1. | <p>As part of implementation of the Community Housing Action Plan, work with Mammoth Lakes Housing, Inc., study and develop procedures that will avoid the inadvertent loss of deed-restricted units, including:</p> <ul style="list-style-type: none"> · Development of priorities for a rental deed restriction instrument. · Development of a more effective monitoring program for existing deed restricted units, including a system of enforcement and penalties for illegal conversion of deed-restricted units. | Jul-2021 and On-going | <p>In 2019, the Town, working with MLH, began working on identifying all Town monitored deed-restricted properties within the Town and determining whether the unit is in compliance with the existing deed-restriction. Next steps on the work program item include notifying all deed-restricted unit owners that the Town and/or MLH will be actively monitoring the units and that enforcement efforts will be increased (expected to be completed by mid-2021). Detailed procedures are being developed and are anticipated to be completed by mid-2021. In addition to the Town monitored units, MLH monitors 39 additional deed-restricted units and annually monitor the occupancy. Other improvements related to the enforcement of deed-restricted units include: (1) An updated deed restriction instrument has been implemented that helps to alleviate some issues encountered with previous versions; and (2) a Revolving Loan Fund using a portion of the Town's Housing Mitigation Fee Fund has been successfully used to buy back deed restricted units.</p> |
| H.2.G.2. | <p>Continue to work with Mammoth Lakes Housing, Inc. and the Revolving Loan Fund (RLF) to assist in buying back existing deed restricted units in an effort to maintain these units. Explore the expansion of funding limits on the RLF and other appropriate funding sources in an effort to help ensure no existing deed restricted units are lost.</p> | On-going | <p>The Revolving Loan Fund is used annually to buy back deed restricted units. No units were purchased with the RLF in 2020, but progress was made towards the sale of the deed restricted unit purchased in 2019 with RLF funds (that unit was sold in early-2021) and the following deed restricted units were preserved in 2020 through stewardship services provided to the Town by MLH:</p> <ul style="list-style-type: none"> • (4) units at 120% AMI and (1) unit at 80% AMI were sold directly to another eligible household through stewardship services provided to the Town by MLH. |

| | | | |
|----------|---|-----------|---|
| H.2.H.1. | Use the results of the 2017 Housing Needs Assessment conducted by Mammoth Lakes Housing, Inc. to create a program aimed at increasing the supply of housing for winter and summer seasonal employees, including cooperative efforts with MMSA and other major local employers to house their employees. | On-going | In 2020, the Town made progress on increasing the supply of housing available to the workforce by: (1) continuing work efforts for the development of the Parcel (the draft Master Plan update was completed in 2020 and is scheduled to be adopted in early 2021); (2) continuing to fund the Chamber of Commerce Workforce Housing program that aims to connect renters with rental owners / homeowners with rooms to provide housing (56 renters were connected with rental owners); (3) completing an update to the Town Density Bonus Program aimed at removing barriers to the development of workforce housing by allowing for more flexible development standards (a 6-unit condo project was approved in May-2020 and a 6-unit apartment project was submitted in Oct-2020 in accordance with the Town density bonus program); and (4) initiating an update to the ADU regulations to clarify conflicting and/or confusing code language from the previous ADU regulations update and improve the usability for the public/staff by clearly articulating the requirements for each type of ADU. MLH continued to work towards construction on their 238 Sierra Manor Road 11-unit low-income apartment conversion project. |
| H.4.B.1. | Consider changes to the Development Impact Fee schedule to reduce or eliminate fees for developments in which at least five percent of units are affordable to extremely low-income households. To be eligible for reduced or waived fee, the units shall be affordable by affordability covenant. The waiving or reduction of service mitigation fees may also be considered when an alternative funding source is identified to pay these fees. | 2024-2025 | Not yet started. The Town anticipates beginning work on the update to the DIF and Housing Fee Nexus Study in 2021. After that work is completed, changes to the DIF schedule to reduce or eliminate fees for various affordable housing projects will be analyzed to determine the impact those changes would have. |

| | | | |
|----------|---|-----------------------|---|
| H.4.D.1. | Accessory dwelling units (ADU) can be an affordable housing option and can help meet the needs of many residents in the Town. To ensure consistency with state law (Assembly Bill 2299/Senate Bill 1069 and Assembly Bill 494/Senate Bill 229) and implement community goals, the Town shall review standards and revise as necessary to facilitate the development of ADUs. | Dec-2019 and On-going | The Town updated its ADU ordinance to be consistent with the amendments to State law related to ADUs that were adopted as part of the State's 2019 housing bill package in late-2019 and began a subsequent amendment in 2020 to clarify conflicting and/or confusing code language and improve the usability of the ADU regulations by clearly articulating the requirements for each type of ADU (this amendment was adopted in early-2021). The Town continues to monitor changes to state law to ensure on-going compliance and review the Town's regulations to ensure they are easy to understand and implement. |
| H.4.D.2. | Promote development of accessory dwelling units (ADU) by increasing awareness regarding the ability to create accessory dwelling units on single-family residential properties, exploring variances (e.g. side yard setbacks) to make it easier to fit ADUs on some lots, and establishing a goal for a desired number of ADUs to be built. The Town will also offer incentives to develop ADUs in exchange for long-term rental contracts. | Dec-2024 and On-going | These program components were included in the CHAP and a detailed work program implementing the CHAP is being developed. In 2019, the Town and MLH's Program Committee began work on the development of a program to incentivize ADU creation and implementation of the program is expected within the next 2-5 years. In 2020, the Town initiated an amendment to the Town's ADU regulations adopted in 2019 to clarify conflicting and/or confusing code language and improve the usability of the ADU code section. |
| H.4.E.1. | Continue to monitor the Town's DIF ordinance to assure that impact fees do not create an economic impediment that deters construction of housing needed to meet the Town's Regional Housing Needs Allocation or workforce housing objectives. If an economic impediment is discovered, Council will take appropriate actions to mitigate it. | On-going | An updated DIF schedule was adopted in 2015, which resulted in lower fees for all projects and an update to the DIF ordinance was adopted in 2019, which reduced the DIF fees for small units by classifying studio and 1-bedroom units as a half unit for the purposes of calculating DIF fees. Additionally, DIF fees for ADUs are calculated in accordance with State law and ADUs that are less than 750 sq. ft. are exempt from DIF fees and ADUs that are equal to or greater than 750 sq. ft. are charged an amount proportionate to the square footage of the primary dwelling unit. Staff continues to monitor the DIF fees and anticipates beginning work on the update to the DIF and Housing Fee Nexus Study in 2021. |

| | | | |
|----------|--|----------|--|
| H.4.E.2. | To address constraints to the availability of long-term rental housing associated with short-term rentals the Town will establish a program identifying methods to mitigate the issue. Components of the program may include waiving fees for illegal short-term rentals owners who commit to restricting their properties as long-term rentals, creating an impact fee levied on short-term rentals that would go towards preserving or creating long-term rental housing, and conducting a nexus study to further study how short-term rentals are impacting the rest of the housing market. | 12/1/24 | Not yet started. These program components were included in the CHAP and a detailed work program implementing the CHAP is being developed. Implementation of the program is expected within the next 2-5 years. |
| 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. | On-going | This information continues to be provided and is available through both the Town and MLH websites and at the respective offices. MLH previously hosted a series of free legal aid clinics in 2019 which covered Fair Housing. |
| H.5.C.1. | Continue the process for addressing Fair Housing inquiries and complaints, including referral of complaints concerning deed-restricted units to Mammoth Lakes Housing, Inc. and other complaints to the California Department of Fair Housing and Equal Opportunity. As part of the process, the Town shall investigate potential partnerships with rural or other fair housing organizations that may be able to provide additional resources to the Town. The Town will ensure that information regarding the Town's process of addressing complaints is included in the public information distributed regarding fair housing practices (Action H.5.B.1). | On-going | The Town and MLH established a process to address fair housing complaints and inquiries in 2014 and continue to implement this process. MLH previously hosted a series of free legal aid clinics in 2019 which covered Fair Housing. |
| H.6.B.1. | The Town will continue to enforce the California Green Building Standards Code, Title 24, Part 11 of the California Code of Regulations (CALGreen). | On-going | The Town is enforcing the California Building Code requirements. |

| | | | |
|----------|--|----------|---|
| H.6.C.1. | Continue to coordinate with Inyo Mono Advocates for Community Action (IMACA) and Mammoth Lakes Housing, Inc. to increase the number of weatherization retrofits and other upgrades of owner occupied and non-transient rental housing units in Mammoth Lakes. The Town will work together with IMACA and Mammoth Lakes Housing, Inc. to apply for CDBG or other grant funding to conduct retrofits. Additional strategies to accomplish this may include development of an informational flyer or brochure, posting information on the Town's website, and direct outreach to property owners. | On-going | The Town currently has CDBG grant money and loan funding available for the rehabilitation of income-eligible households (restricted to households earning 80% AMI or below) and continue to work with IMACA and MLH to fund weatherization retrofits and other eligible improvements. |
|----------|--|----------|---|