



TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2018

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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 1st 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, 2018.

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1. Housing Element Implementation Tables
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EXECUTIVE SUMMARY

The Town of Mammoth Lakes January 1 – December 31, 2018, 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 Town Council on December 18, 2019. The Annual Housing Element Progress Report was submitted to the State Department of Housing and Community Development (HCD) on March 28, 2019.

This report summarizes the measures and actions associated with the implementation 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, and Housing. The Town's General Plan addresses all the required elements and includes several optional elements that address specialized local objectives and priorities. The organization of the Town's General Plan elements differ slightly from the State's standard in how they are titled and organized.

During the 2018 planning period, the Town continued to make progress towards implementation of the General Plan through the completion of long-range planning projects that carried over from 2017, and work on both long-range and current projects that were initiated in 2018. Projects that carried over from 2017 include the Mammoth Arts and Cultural Center Major Design Review application, implementation of the Main Street Sidewalk Construction Project, continued work on the Multi-Use Recreational Facility, Town purchase of The Shady Rest Parcel, and completion of the development of Town regulations for commercial cannabis businesses.

Projects that began in 2018 included preparation of the 2019-2027 Housing Element update, wildfire planning work prepared through a technical assistance grant awarded by the Community Planning Assistance for Wildfire (CPAW) program, and an SB1 funded Climate Adaptation Planning Grant awarded by Caltrans for the preparation of a climate change vulnerability assessment and development of climate adaptation and resiliency strategies for incorporation into the General Plan. Entitlement applications were submitted and processed for the Yotel Pad hotel/condominium project located at the north/east corner of Minaret Road and Main Street, and a new mixed-use project located at 540 Old Mammoth Road. Lastly, the Town of Mammoth Lakes finalized the purchase of the Shady Rest Parcel and began organizing a public process for engaging the community in the preparation of a master plan for the site.

This report also includes information on planning applications that were initiated, completed, or underway in 2018. The Town has issued approximately 632 building permits annually on average since 2010. 716 Building Permits were applied for in 2018, with 623 of those permits being issued during the calendar year.

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2007 GENERAL PLAN

State General Plan Guidelines

The Town of Mammoth Lakes General Plan, was last comprehensively updated in 2007, and includes ten elements that guide development, conservation, and land uses within the Town. The elements of the General Plan encompass the seven elements required by State law, as well as several optional elements adopted by the Town to address issues of local importance and concern. The ten elements of the Town's General Plan are:

- Economy
- Arts, Culture, Heritage and Natural History
- Community Design
- Neighborhood and District Character
- Land Use
- Mobility
- Parks, Open Space and Recreation
- Resource Management and Conservation
- Public Health and Safety
- Housing

The 2007 General Plan did not include updates to the existing Housing, Parks and Recreation, or Noise elements. An update of the 2010 Housing Element was completed and adopted in 2014 and revised in 2015 to reflect the Housing Ordinance update (ZCA 15-001). The 2014 Housing Element covers the 2014-2019 planning period. 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.

Since the adoption of the 2007 General Plan, the Town Council has made a number of policy decisions regarding implementation. These include the 2009 PAOT/PIEC Policy, the 2012 Draft Mobility Element, the 2014 Zoning Code Update, the 2014 elimination of the CBIZ Policy, and the 2016 updates to the General Plan and Zoning Code to implement a floor area ratio standard and to update the General Plan Mobility Element. The most recent amendments to the General Plan are listed below.

In 2018, the following General Plan Amendments were adopted or worked on:

- 2019-2027 Housing Element Update: Planning staff began work on a General Plan Amendment for the 2019-2027 Housing Element Update. The State of California requires updates to the General Plan Housing Element on a periodic basis; this update is due to HCD in June 2019. The Housing Element update will begin an eight-year planning cycle which will continue through 2027. This Housing Element update also triggers State mandated updates to the General Plan Safety Element. The General Plan Amendment was adopted by Town Council on August 7, 2019.

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- Safety Element Update: The Safety Element addresses a wide range of natural and human caused hazards and consists of goals and policies aimed to reduce the risks associated with these hazards such as loss of life, injuries, property damage, and economic and social dislocation. The update consists of a comprehensive update to the existing element, which was adopted in 2007. Since 2007 a number of state mandates have been enacted which require an update of the Safety Element. The update will comply with the following recently enacted State mandates:
 - SB 1241 – Fire Hazard Safety – requires that the Safety Elements of General Plans be revised upon the next update of the Housing Element to address State Responsibility Areas (SRAs) and Very High Fire Hazard Severity Zones. The revision must include information about wildfire hazards as well as goals, policies, and objectives and feasible implementation measures for the protection of the community from the unreasonable risk of wildfire in compliance with Government Code Sections 65302(g)(3), 65032.5 and 66474.02. The wildfire hazard component of the Safety Element update is being informed by work completed as a part of the Community Planning Assistance for Wildfire (CPAW) technical assistance grant that was awarded to the Town in October 2017.
 - SB 379 – Natural Hazard Adaptation and Resiliency – Requires the safety elements of general plans to be reviewed and updated to include climate adaptation and resiliency strategies. The review and update must consist of the following components: 1. A vulnerability assessment that identifies the risks climate change poses to the local jurisdiction and the geographic areas at risk from climate change. 2. Set of adaptation and resilience goals, policies, and objectives based on the information specified in the vulnerability assessment. 3. Set of feasible implementation measures designed to carry out the goals, policies, and objectives identified in the adaptation objectives. It supports the State's overall adaptation strategy, Safeguarding California, by ensuring cities and counties are providing for the safety of their communities and planning for adaptation to climate change impacts.

Key Efforts and Challenges in Implementing the General Plan

The following key efforts were accomplished in 2018 to implement the General Plan:

- 2019-2027 Housing Element Update: Planning staff began work on a General Plan Amendment for the 2019-2027 Housing Element Update.
- Safety Element Update: Work began on wildfire planning efforts through a technical assistance grant awarded to the Town by the Community Planning Assistance for Wildfire (CPAW) organization. The work product from this grant will inform a Safety Element Update to meet the requirements of SB 1241 (Fire Hazard Safety).
- Staff began work on preparing a Vulnerability Assessment for the Town through a Climate Adaption Planning Grant that was awarded by Caltrans. The scope of work includes the development of adaptation strategies that will be developed and incorporated into the Town's General Plan Safety Element.

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- In 2018, Town staff continued coordination with Mono County on the preparation of a Multi-jurisdictional Hazard Mitigation Plan (MJHMP). The public review draft was released on June 11, 2018 and remained open to public comment through July 30, 2018. The public review draft was presented to the Town of Mammoth Lakes Planning and Economic Development Commission on June 13 and Town Council on July 18, 2018.
- The Town completed its purchase of The Shady Rest Parcel (The Parcel), which accomplished a primary goal of the 2017 Community Housing Action Plan.
- Staff continued work on processing a Major Design Review application and a Mitigated Negative Declaration for the Mammoth Arts and Cultural Center (MACC) Project.
- Work continued on the implementation of the Multi-Use Recreational Facility project which included the preparation and review of construction bids, construction cost analysis, and the hiring of a construction manager to assist with rescoping the project.
- Staff completed work on developing an updated cannabis regulatory framework for the Town under Zoning Code Amendment 17-001 and ZCA 18-002. Work in 2018 included processing an amendment to the approved regulations and preparation of a commercial cannabis tax measure to be included on the June 2018 ballot, and subsequent implementation of the new regulations and approved tax.
- Staff collaborated with Mammoth Lakes Housing (MLH) to accept CDBG grant funding for first-time homeownership assistance and rehabilitation programs with a maximum expenditure of \$700,000.
- Implementation of the Main Street Sidewalk Project continued through 2018 to provide pedestrian sidewalks and transit stop improvements.
- Staff processed a Zoning Code Amendment to allow Physical Wellness and Rehabilitation Facilities in the Public and Quasi-Public zoning district in anticipation of the Wounded Warrior Center Project entitlement application.
- Two Reasonable Accommodation requests were processed and approved in order to grant relief from the zoning code standards to allow improvements to housing for disabled individuals.
- Staff continued to work with the Federal Aviation Administration (FAA) on airport improvements and the Terminal Area Development Plan environmental review.

The primary challenges encountered while furthering the goals of the General Plan include:

- Competing priorities and unanticipated priorities have influenced staff time spent on approved work programs which do not always directly align with the General Plan Implementation Program Items that are typically used to gauge progress towards implementing the General Plan.
- Maintaining appropriate staff levels to enable the accomplishment of day-to-day operations and services, implementation of Town projects and grants, and prioritized implementation items of the General Plan.

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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 Updates

The Town's Zoning Ordinance is consistent with the Land Use Element of the General Plan and it is through the day-to-day application of the Zoning Ordinance that the Land Use Element is primarily implemented. The Town's most recent comprehensive Zoning Code Update (ZCU) was adopted in 2014. Since that time, numerous Zoning Code Amendments have been processed. In 2018, the following Zoning Code Amendments were adopted:

- ZCA 17-001: An updated cannabis regulatory framework for the Town. Staff prepared amendments to the Town's cannabis regulations as a result of the passage of Proposition 64 (the "Adult Use of Marijuana Act (AUMA)") in November 2016, and the adoption of Senate Bill (SB) 94 (the "Medicinal and Adult-Use Regulation and Safety Act (MAUCRSA)") in June 2017. The AUMA allowed the personal, recreational use of cannabis by persons over the age of 21 and the MAUCRSA consolidated the licensing requirements for medicinal- and adult-use cannabis into one set of regulations. Since the passage of those two legislative items, staff has been working on updating the Town's cannabis regulations and has been actively engaging the public, various cannabis stakeholders, the Planning and Economic Development Commission ("Commission"), and the Town Council on cannabis related matters. Staff prepared regulations that are consistent with the provisions of the AUMA, MAUCRSA, and the subsequent State regulations that implement the MAUCRSA. The regulations largely mirror the State regulations and are intended to protect the health, safety, and welfare of the community and minimize the potential nuisance, security, and safety issues associated with cannabis.

An urgency ordinance for the Town's cannabis regulations was adopted on March 13, 2018, with the intention to bring back an ordinance making any necessary changes to the Town's regulations once the State adopted their formal regulations. This was necessary since the State was operating under emergency regulations and the State was supposed to have adopted formal regulations by June 6th. However, the State did not make this deadline and instead re-adopted the emergency regulations on June 6th, thereby extending the State emergency regulations for an additional 180 days. Adopted 3/13/18.

- ZCA 18-001: Amendment to the development standards for halo lit signs within Municipal Code Chapter 17.48, to provide greater flexibility with regard to sign

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lighting, thereby encouraging thoughtfully designed, unique, and creative signage within non-residential zones. Adopted 6/20/18.

- ZCA 18-002: Amendment to the regulations for cannabis retailer businesses intended to provide some flexibility for the siting and operation of cannabis retail business. Adopted 11/19/18.
- ZCA 18-003: Mammoth Lakes Foundation and the Southern Mono Healthcare District submitted an application to amend the Zoning Code, to allow physical wellness and rehabilitation facilities within the Public and Quasi-Public zoning district. The purpose of this amendment, consistent with the associated General Plan amendment, is to clarify the allowance for the future National Wounded Warrior Center project, which is proposed to be located at 121 College Parkway. In 2017, the Mammoth Lakes Foundation submitted an application for a General Plan Amendment (GPA 17-001) to amend the allowed uses in the Institutional Public (IP) land use designation, requiring changes to the Land Use Element of the General Plan and the Buildout Table. The purpose of the amendment was to allow for a wider range of housing uses to support the allowed institutional uses (e.g. schools, college, hospital, government agencies, etc.) and to allow for the future Mammoth Arts and Cultural Center and National Wounded Warrior Center projects to be located on properties owned by Mammoth Lakes Foundation on College Parkway. GPA 17-001 was approved by Town Council on September 20, 2017. Adopted 2/20/19.

Community Indicators Report

Land Use Element Action Item L.1.A.2 directs the Town to prepare an annual Community Indicators Report to monitor the pace of growth and to plan for changing conditions. The Community Indicators Report format was developed in 2013, with the assistance of the Planning and Economic Development Commission and various stakeholders in the community. The purpose of the report is to educate residents, inform planning and other public resource allocation decisions, and attract new private capital to the community. The report ties on-the-ground actions to previous visioning, planning, and high-level policies. The Town's Planning staff prepared a Community Indicators Report for the 2018 calendar year, which was accepted by Town Council on July 17, 2019.

Community Housing Action Plan and the Purchase of "The Parcel"

Land Use Element Action Item L.2.C.1 directs Town staff to develop a workforce housing strategy. The purchase of the "Shady Rest" parcel was determined to be a near-term action strategy in the 2017 Mammoth Lakes Community Housing Action Plan (CHAP). In an effort to implement the Community Housing Action Plan and facilitate the development of workforce housing as directed in the General Plan Land Use Policy L.2.C, the Town entered into a tentative agreement to purchase the +/- 25 acre "Shady Rest" parcel on November 1, 2017. Escrow closed on the property in March 2018. The CHAP also defines a near-term action strategy to pursue a community process of master planning the "Shady Rest" parcel. Preparations for a community driven process for master planning "The Parcel" began in 2018.

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The Town continued to maintain its Urban Growth Boundary (UGB) to ensure a compact urban form, prevent sprawl, protect natural and outdoor recreational resources, and monitor development in terms 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." The intent statement for this element states that Mammoth Lakes will develop as a village in the trees, and that development will be planned to visually connect with the natural surroundings by accentuating existing Jeffrey pine forest and manzanita/sage scrub and meadows. The Community Design Element also provides direction for the creation of public spaces and improvements to streetscapes.

Policy C.2.B. of the element directs the Town to maximize opportunities for public spaces that support community interaction, including performance and arts spaces, and child activity centers through public-private partnerships.

Town staff continues to work on the development and implementation of the Multi-Use Facility plan. The Town solicited bids for the project and did not receive any bids that were within budget for the construction of the Multi-Use Facility. Subsequently, staff spent time with its consultants reviewing options to bring the project within budget, and through those efforts decided to hire a construction manager to assist in rescoping the project. Vanir construction was selected and began working with staff on alternatives in 2018.

Work continued on the Mammoth Arts and Cultural Center Major Design Review application submitted by the Mammoth Lakes Foundation in August 2017. The project consists of a new performing arts theatre, outdoor amphitheater, improvements to the existing Edison Theatre, and creation of new access, circulation, and parking. The Advisory Design Panel (ADP) reviewed the project at three meetings in 2018, and the applicant revised the project design to address the ADP's comments and recommendations. At the third ADP meeting (October 30, 2018), there was consensus from ADP that their comments had been addressed. The ADP noted that while the building may diverge from a more traditional interpretation of the Design Guidelines, the design is reflective of the intent of the Design Guidelines and expressive of the character and function of a theater building. The Major Design Review and Mitigated Negative Declaration were approved by the Planning and Economic Development Commission on April 10, 2019.

Goal C.3. of the Community Design Element calls for the Town to provide safe and attractive public spaces, including sidewalks, trails, parks and streets. To implement the policies and actions of this Element, the Town continues to work on projects that will create significant public spaces and incorporates the oversight of an Advisory Design Panel (ADP) and/or Planning and Economic Development Commission (PEDC) Design Committee to review site design, building massing and architecture of proposed development projects. In 2018, the PEDC Design Committee met eight (8) times and reviewed twelve (12) projects. The ADP met three times in 2018, to review the Mammoth Arts and Cultural Center Major Design Review application. In addition, the Town continues

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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.

The Main Street Sidewalk project achieves numerous goals outlined in the General Plan including goals outlined in Community Design, Mobility, and the Health and Safety Element. The Upper Main Street Sidewalk Project was opened to the public in 2018. The new sidewalk, which connects Mountain Boulevard and Minaret Road, was constructed after a new retaining wall was constructed to create the area needed to accommodate a bike lane and sidewalk. The large retaining wall was finished to resemble boulders, which blends in with the Town's mountain setting. The Minaret Connector (2nd) phase of the Main Street Sidewalk project was completed in 2018 and connects the Village to Lake Mary Road. The Lower Main Street sidewalk is the 3rd phase of the project and the new sidewalk located along the north side of the frontage road was opened to the public in 2018. The Main Street Sidewalk project implements Policy C.2. of the Community Design Element.

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 2018, the Town continued to apply the Town wide Neighborhood District Planning document, which integrates all the neighborhood district plans into a single comprehensive document. The Town wide document continues to facilitate the overall planning and implementation of specific policies and actions contained in the individual district plans. The comprehensive 2014 Zoning Code Update codified the recommendations of the Neighborhood District Plans into development and land use standards to facilitate implementation.

Circulation Element – Mobility Element

An update to the Mobility Element of the 2007 General Plan was adopted by Town Council December 6, 2016. The intent statement for the Element states, "The Mobility Element establishes the Town's goals, policies, and actions necessary to achieve a progressive and comprehensive multi-modal transportation system that serves the needs of residents, employees, and visitors in a way that is connected, accessible and safe." Public Works projects underway in 2018 that were initiated to help implement the Mobility Element are described below.

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, advances the recommendations of the Downtown Concept for Main Street (neighborhood district plan, completed in September 2010). The project includes construction of new "feet-first" transportation infrastructure and improvements to pedestrian and bicyclist safety, parking and business access, snow

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removal, and streetscape features on Main Street.

Throughout 2015 and 2016, Town staff reprogrammed State Transportation Improvement Program (STIP) funds for the construction of sidewalks along State Route 203 (SR-203) (Main Street and Minaret Road). The first phase of construction is referred to as the Upper Main Street Sidewalk and consists of a sidewalk that connects Mountain Boulevard to Minaret Road. In addition to new sidewalk, reconstruction of two retaining walls, construction of a new bus stop, and creation of a bike lane were included in this phase, which was completed and opened to the public in 2018.

The second phase of the Main Street Sidewalk Project connects The Village to Lake Mary Road and the Upper Main Street sidewalk (phase 1). The project was completed in 2018 and was funded by private contributions from the 8050 project and State funds through the State Transportation Improvement Program.

The Town was able to open the north side of the Lower Main Street portion of the project in 2018, which provides new sidewalk along the north Main Street Frontage Road. It is anticipated that the segments located along the south side of the Frontage Road will be completed in 2019.

Walk, Bike, Ride Action Plan

The Town held two community workshops in December 2018, to engage with the community on multi-modal mobility. The workshops included a strengths and weaknesses of the alternative (SWOT) analysis and visioning exercise as well as an opportunity to provide input on proposed strategies and recommendations. Schematic plans, potential designs of critical areas including recommended parking, transit, and active transportation facilities, programmatic recommendations, and photo simulations of select areas were available for review.

Streets

In 2018, the Town fully utilized its allocation of SB1 funds to remove and replace curb, gutter and sidewalk along Meridian Boulevard between Majestic Pines and Lodestar Drive. Staff returned to Town Council seeking approval of a 2019 plan to continue improvements of curb and gutter along Meridian Boulevard, and, with Town Council's approval, this work is anticipated to continue in 2019.

The Town performs annual maintenance on Old Mammoth Road through the Old Mammoth Road Benefit Assessment District. Work includes the replacement of curb and gutter, sidewalk panel replacements, landscaping along the parkway, and replacement of light fixtures adjacent to Old Mammoth Road.

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).

The Town road crew provided stop gap and seasonal maintenance of the Town's streets, signs, and drainage systems. This includes restriping all the Town's streets, replacement of damaged signs, and clearing the Town's culverts and dry wells.

The partner agencies (The Federal Highways Administration Central Federal Lands Highway Division (FHWA-CFLHD), the United States Forest Service and Town of

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Mammoth Lakes) involved with the Red's Meadow Road project continued to review and revise the plans for the reconstruction of the road. Significant progress was made in 2018 with the review of 30% of the plans. The purpose of the project is to improve the deteriorated condition of Reds Meadow Road and improve vehicular access to the popular recreational resources. The roadway is currently in a deteriorated state, and the steep one-lane roadway in the upper 2.5 miles hinders user mobility as opposing vehicular traffic cannot readily and safely pass each other. The resulting conditions include long queues of waiting vehicles and ongoing safety concerns.

In 2018, the Town contracted for the construction of additional drainage facilities at the corner of SR 203 and Sawmill Cutoff Road. The additional drainage infrastructure will mitigate potential flooding in that area.

Pedestrian Facilities and Trails

In 2015, the Town received an Active Transportation Program (ATP) grant to close a gap in the multi-use path (MUP) network between Mammoth Creek Park and Minaret Road. Staff completed the required CEQA analysis prior to allocation in January 2017. The Town completed the Mammoth Creek Gap Closure project in 2018.

Throughout 2017 and 2018, the Town worked to implement the first three phases of the Main Street Sidewalk Project.

The Town continues to work on town-wide improvements to trail system signage and wayfinding as part of the overall transportation system. 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. In 2018, the Public Works Department engaged a consultant to review the work that was previously completed on the Town's Municipal Signage and Wayfinding plan in order to review messaging, locations, and eliminate potential clutter.

Air Service

In 2018, commercial air service included year-round daily service to Los Angeles and frequent winter service to Denver and San Francisco. The Town continued scheduled charter service to Burbank and Orange County, California, provided by JetSuiteX.

The Town continued to work towards the implementation of the Airport Capital Improvement Plan (ACIP). The Town awarded a contract to relocate the segmented circle in the Fall of 2018. Staff continued to work with the FAA to prepare the preliminary design for the proposed terminal and aircraft apron in support of the environmental documentation process.

Staff participated in a number of meetings with Inyo County and the Eastern Sierra Council of Governments related to regional approaches to enhanced air service.

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Public 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.

Open Space Elements

Two elements in the 2007 General Plan address open space. These elements are Parks, Open Space and Recreation, and Resource Management and Conservation. 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 was 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."

The Parks and Recreation Department's signature youth summer camps continue to be the most popular program offered, and consume the majority of planning and operational time for staff. In 2018, the Department hosted 612 participants in summer camps. Adult programming makes up another significant segment of programming provided by the Department and in 2018, 660 adults participated in programmed activities. Adult softball constitutes the majority (86%) of adult summer programming. Tennis with Kyle Osland received rave reviews for both his instruction and the rehabilitation of the courts. Attendance in the Adult Tennis programs increased across the board from 2017. Staff also provided adult focused community events such as the Wave Rave Adult Skate Camp, the 2nd Annual Beach Volleyball Tournament and the Mammoth Softball Tournaments at Shady Rest Park.

In 2018, The Whitmore Pool opened on May 7 and closed on August 31, representing 104 operational days (2 less than 2017 due to mechanical upgrades). The pool welcomed 5,717 visitors, down from 6,584 in 2017, again attributed to the less than desirable air-quality conditions and evening thunderstorms. Highlights for summer include the Whitmore 50 Challenge in which 10 swimmers reached 50 miles and two eclipsed 100+ miles. The swim lesson program sold out and grew by almost 20% as compared to 2017.

In 2018, the Town continued to pursue the construction of the Multi-Use Recreational facility as identified on page 56 of the Parks and Recreation Master Plan. On April 18, Town Council received a comprehensive update on the Mammoth Creek Park West New Community Multi-Use Facilities Project. That update included detailed information related to a project overview, project history, site selection, site planning, programming summary, design status, cost estimates and issues under consideration in advance of the planned April 25 bid opening. On May 2, Town Council rejected the two bids received for the Mammoth Creek Park West New Community Multi-Use Facilities Project and directed staff to return as soon as practicable with additional information regarding the design, cost estimating and bidding process to assist in identifying a path forward.

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On May 16, Town Council received a presentation from staff and representatives from HMC Architects that described the results of multiple discussions with bidders, potential bidders, subcontractors, and cost estimators. Town Council again directed staff to return as soon as practicable once significant information was available to assist in identifying a path forward.

On June 6, Town Council received a presentation that focused on four issues: 1) project delivery methods, 2) design modifications, 3) project phasing, and 4) public process. Staff received direction to solicit input from the Recreation Commission and to return to Council with options for a project that does not exceed \$13 Million. Additionally, there was consensus to move forward with an RFQ for the selection of a qualified firm to provide Construction Management (CM) Services. On June 26, staff presented the Recreation Commission with a comprehensive review of the project's history and development. After reviewing Town Council direction, staff provided two distinct project alternatives for evaluation and discussion. There was unanimous input from the Commission for project alternative 1. A similar presentation was made to Mammoth Lakes Recreation. There was consensus to support alternative 1. On August 1, Town Council directed staff proceed with development and construction of the Multi-use facility by implementing a phased approach, beginning with the "Rink and Roof" alternative not to exceed price of \$13 million.

The intent of the Multi-Use Facility sited at Mammoth Creek Park is to create a recreation destination that the entire community of Mammoth Lakes will actively use, value and consider a source of civic pride.

In 2018, the Parks and Recreation Department initiated a community build for the new accessible playground at Mammoth Creek Park. The project replaced the older play structure with a new ADA compliant accessible structure. A new concrete retaining curb, rubber play surface, and engineered wood fiber were installed.

The Town continues to operate and maintain all Town parks and recreation facilities, 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.

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."

The Town continues to support the preservation of Mammoth Creek, which runs through town, by prohibiting development that does not maintain established setbacks and by

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managing Town-owned properties along Mammoth Creek for open space, habitat preservation, and passive recreation.

Climate Change Vulnerability Assessment

As part of the SB1 Climate Adaptation Grant that was awarded to the Town in 2017, The Town contracted Placeworks, Inc., to prepare a Climate Change Vulnerability Assessment. The Vulnerability Assessment will identify and analyze the impacts climate change poses to the Town and identify specific geographic areas at risk from certain impacts to inform the preparation of climate adaptation goals, policies, and objectives. Lastly, the Vulnerability Assessment will inform the preparation of feasible implementation measures designed to carry out the goals, policies, and objectives identified as adaptation strategies.

This project furthers Resource Management and Conservation Element Goal R.1. of the Element, which directs the Town to "Be stewards of habitat, wildlife, fisheries, forests and vegetation resources of significant biological, ecological, aesthetic and recreational value." Because the tourism-based economy of Mammoth Lakes relies on its scenic qualities and world-class recreational opportunities, some of these assets are included in the Vulnerability Assessment so that the Town can adopt recommended adaptation strategies in order to lessen identified impacts to these resources. This project will be completed in the summer of 2019.

Stormwater Resource Plan

The Town is an active member of the Inyo-Mono Integrated Regional Water Management Plan (IRWMP) and is pursuing the preparation of the Stormwater Resource Plan (SWRP). The SWRP provides a regional prioritization of stormwater management projects that qualifies agencies for participation in Prop 1 Funding, available for two cycles of funding in 2018 and 2020.

Tree Removal Permits

Planning staff continues to implement the Town's Tree Removal and Protection Ordinance by requiring property owners to obtain a Tree Removal Permit for the removal of live trees that are 12 inches or greater in diameter at breast height. In 2018, 45 tree removal permits were processed, and a small number of those permits were denied because the minimum criteria for removal was not met. The vast majority of tree removal permits were issued to allow the removal of hazard trees, trees causing property damage and tree removal for wildfire fuel reduction purposes.

Waste Management/ Recycling

In 2018, the Town, along with Sierra Conservation, implemented a grant which provided \$211,732 to acquire additional recycling containers for private use throughout the Town. The grant also supplied new equipment that has improved operations at the recycling center. The Town continues to work on implementing programs that will help the Town meet California's mandated diversion rate of 50% and the State's 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 2015, the Town completed a self-exemption to the provisions of AB 1826 regarding organic waste recycling. That exemption is effective until January 1, 2020, unless the State determines that ending rural exemptions will not result in a significant reduction in the disposal of organic waste. The Town continues to meet regularly with CalRecycle on a variety of solid waste and recycling issues.

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The Town is an active member in the Mono County Solid Waste Task Force and is working with that group toward future regional solutions to solid waste issues.

In 2018, The Town held its annual Town Clean-Up Day on Saturday, May 12th. The Town provided three drop-off stations for large, bulky items, metal objects, green waste, food waste, hazardous household waste, and recyclable materials. In total, 81 tons of material were collected.

Air Quality

The Town monitors air quality in coordination with the Great Basin Unified Air Pollution Control District (GBUAPCD). This monitoring effort focuses on particulate matter (PM₁₀), which is caused by wood burning and cinders placed on the roads to increase traction during icy conditions. During the period of November 15th to March 15th, the Town monitors the air quality and when PM₁₀ reaches certain levels in town, "no-burn" days are called, meaning that the use of fireplaces and wood stoves are prohibited for that time period. During the 2017-2018 monitoring season, State PM₁₀ standards were exceeded on seventeen (17) days. Twelve (12) of the days that exceeded the state PM₁₀ standards were a result of wildfire smoke impacts in the summer months and the remaining five (5) days that exceeded the State limit were during the winter months. Four (4) of the days impacted by wildfire smoke also exceeded the Federal PM₁₀ standard. This was just the second time in the past ten years that Mammoth Lakes has exceeded the Federal Standard.

An update to the Air Quality Management Plan (AQMP) was completed in 2013, and the Town continued to implement the goals and policies of that Plan. As part of the AQMP update process, the Town and the GBUAPCD requested the EPA re-designate the Town as in attainment for the federal air quality standard for particulate matter less than 10 microns (PM₁₀). EPA found that the Town has met the federal standard since 2009 and the EPA formally re-designated the Town as in compliance in 2015. The Town had been designated non-attainment for PM₁₀ since 1987. In addition to the re-designation, the EPA also approved the Mammoth Lakes air quality maintenance plan, which demonstrates that compliance with air quality standards can be maintained through 2030.

Outdoor Lighting

Mammoth's dark night skies are an important resource to the community and local wildlife. These starry skies continue to be preserved through the Town's Outdoor Lighting Ordinance, which requires exterior lighting to be downward directed and shielded. This requirement significantly reduces dangerous glare for drivers and pedestrians and helps preserve the dark skies for wildlife. 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.

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."

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In 2018, staff continued working on the Mammoth Arts & Cultural Center (MACC) Major Design Review application. The MACC is an indoor performing arts and cultural center and has been a desired project of the Town for many years. Staff began work on the CEQA environmental review as part of a Major Design Review application that was submitted in August of 2017. The proposed performing arts theater would include 298 seats, and the outdoor amphitheater would have 500 seats. The Project was reviewed by the Town's Advisory Design Panel (ADP) at three separate meetings (June 8, 2018, October 1, 2018, and October 30, 2018). The role of the ADP is to provide impartial and professional advice to Town staff and the PEDC regarding site planning and building design. The ADP recommendations are used to make changes to the project that improve conformity with the guiding documents, which include the Town's General Plan, Zoning Code, Design Guidelines, and Color Handbook. Changes to the project design did result from the ADP meeting, and the final design is expected to be completed and approved in 2019.

In 2018, Measure R funding was appropriated for the planning, construction, operation, maintenance, programming and administration of all trails, Parks and Recreation facilities managed by the Town of Mammoth Lakes without supplanting existing parks and recreation facility maintenance funds. Measure R funded the ongoing maintenance of the Whitmore Track and Sports Field, Trails End Parks, special event equipment maintenance and special event equipment replacement. In addition, Measure R funded "Park in a Cart" for Parks and Recreation Department use at the Mammoth RecZone, and curling equipment for public use at the Mammoth Ice Rink.

Specifically dedicated for recreation, mobility, and arts and culture, Measure U funds were appropriated in 2018 for the following activities:

- Special event transit services
- Mammoth Lakes Arts and Cultural Center
- Arts and cultural programming
- Contract administration

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 and Assembly Bill 52 regarding Native American Tribal consultation.

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

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Regulation. An update of the Noise Element and the Noise Ordinance is included on the Community and Economic Development Work Program, but a start date has not been established.

Community Design Element

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

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 and the Town Code Enforcement staff.

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 snow removal operations are essential to the safety, wellbeing, and daily operations of the Community. The Town's Public Works Department prioritizes streets for snow clearing to maintain safe routes during snowstorms.

In 2018, Town staff continued coordination with Mono County on the preparation of a Multi-jurisdictional Hazard Mitigation Plan (MJHMP). In the summer of 2016, the County, in conjunction with the Town of Mammoth Lakes, applied for funding from the Hazard Mitigation Grant Program (HMGP) to hire a firm to develop an MJHMP. In the Fall of 2016, the County received notification that the grant was approved, and in May 2017, the County Board of Supervisors approved an agreement with Michael Baker International (Michael Baker) to prepare the MJHMP on behalf of the County and Town. The purpose of the plan is to identify the Town's susceptibility to various natural hazards and to reduce the potential damage from hazards through careful planning, program implementation and infrastructure improvements. Implementation of the MJHMP is intended to minimize potential loss of life and injury caused by hazards and preserves the Town's economic welfare by reducing potential property loss, damage to infrastructure, and social dislocation and economic disruption resulting from hazards. The public review draft MJHMP was published for public review on June 11, 2018. The draft document was presented the Town of Mammoth Lakes Planning and Economic Development Commission on June 13 and Town Council on July 18, 2018.

Town Staff collaborated with the Town's Fire Protection District to obtain a technical assistance grant through the Community Planning Assistance for Wildfire (CPAW)

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program. The grant was awarded to the Town on November 29, 2017, and the grant work was carried out throughout 2018. The CPAW team visited the Town on several occasions in order to gain an understanding of the local environmental conditions as well as the local regulatory context. CPAW team members gathered information through facilitated conversations and meetings with stakeholders, field tours, and internal research. The CPAW team members also reviewed and analyzed community plans, policies and regulations to determine their level of effectiveness for community wildfire mitigation. This information was compiled into an internal audit and reviewed with the local CPAW steering group. Based on the outcomes from this process, the CPAW team identified local planning challenges and opportunities which were presented to staff in a final report of recommendations completed in September 2018. These recommendations were presented to the Planning and Economic Development Commission at their September 12, 2018 meeting. The recommendations were then used to inform Safety Element Update work that began in 2018, to address wildfire hazards pursuant to SB 1241.

Caltrans awarded the Town an Adaptation Planning Grant funded through Senate Bill 1 (The Road Repair and Accountability Act of 2017) on December 15, 2017. In 2018, grant funding was used to hire Placeworks, Inc., to prepare a vulnerability assessment and to convene a Climate Change Action Team (CCAT). The purpose of organizing CCAT Team participation was to ensure the Town's efforts would best meet the needs and values of the community by engaging with the project team to review work products, support community engagement, and participate in organized discussions about specific topics in the project. The CCAT Team included individuals representing various sectors of the community with the intent that participation from the team would increase project confidence, minimize uncertainty, and speed problem solving and decision making. Climate adaptation and resiliency strategies for the Town of Mammoth Lakes are the final product of this work effort, which will inform an update to the Health and Safety Element pursuant to SB 379. It is anticipated that this project will be completed in 2019.

Staff continues to enforce the Quality of Life Ordinance, adopted in 2015, to ensure that transient rental uses do not create adverse impacts to neighboring properties due to excessive traffic, noise, trash, and similar issues and to ensure that the number of occupants within such rental units do not exceed the design capacity of the structure or cause health and safety concerns. This ordinance requires any new transient use within a residential structure to be inspected prior to the commencement of the transient use. The inspection verifies compliance with the standards and conditions of operation outlined in the Ordinance and ensures compliance with all applicable safety requirements.

In late 2016, Town staff began work on development of regulations related to Proposition 64, the Adult Use of Marijuana Act (AUMA) to ensure the public's safety with regards to recreational marijuana. The Town's updated regulations were adopted by Town Council on March 13, 2018.

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. In 2018, EOP training was organized for all Town staff with a designated roll in EOP operations.

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Lastly, the Town's Municipal Code continues to allow day care facilities in all residential zones to encourage the establishment of large and small daycare homes to facilitate 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."

The Town continues to track economic indicators for changes that may affect community land resources, tax base, including Transient Occupancy Tax (TOT), and employment base. In 2018, the Town continued its TOT enforcement program and initiated approximately 92 TOT compliance cases. While the total TOT revenue decreased approximately 2% in 2018, the number of enforcement cases nearly doubled. TOT revenue was the second highest it has been in the previous 15 years, with record breaking TOT revenue received in March, June, July, October, and December.

As reported in the 2018 Community Indicator's Report, sales tax revenues for the Town are a measure of consumer activity in Mammoth Lakes and these revenues demonstrate the economic health of residents and local businesses. The current sales tax rate in Mammoth Lakes is 7.75%, and total sales tax revenue decreased approximately 7% in 2018 from the previous year. Still, the FY 2018 sales tax revenue is approximately 20% higher than the ten-year average. Sales Tax revenue actually increased from FY 2017, but the total sales tax revenue for FY 2018 decreased as a result of the State ending its Sales Tax In-Lieu Program.

The Mammoth Lakes Tourism Business Improvement District (TBID) is a benefit assessment district that was developed to help fund marketing and sales promotion efforts for Mammoth Lakes tourism businesses. The TBID was put in place for a period of five years and was renewed for another five years in 2018. The term of the renewed TBID will be in place for five (5) years from September 1, 2018 through August 31, 2023.

A Commercial Cannabis Tax Ballot item was approved by Town Council on February 21, 2018, to include a measure on the June 5, 2018, General Municipal Election ballot. The approved measure read, "To fund general Town core services such as police, recreation, and road maintenance, shall an ordinance be adopted to impose a business license tax of up to 8% for cannabis retail businesses and up to 4% for all other cannabis businesses (cultivation, manufacturing, distribution, testing), to raise an estimated \$99,550-\$261,708 per year, levied until voters change or repeal it." This measure passed in 2018.

The Economy Element includes several Implementation Items that relate to Mammoth Yosemite Airport operations, including seeking Federal funding for airport improvements, upgrading the airport terminal, updating the Airport Master Plan and working with the FAA to evaluate the development of Mammoth Yosemite Airport to provide commercial and charter air service. The continuation and expansion of commercial air service for the Town is anticipated to have a significant economic benefit for the town, by reducing

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midweek and seasonal drops in tourism and visitation.

In 2018, commercial air service included year-round daily service to Los Angeles and frequent winter service to Denver and San Francisco. The Town continued scheduled charter service to Burbank and Orange County through JetSuiteX.

The Town continued to work towards implementation of the Airport Capital Improvement Plan (ACIP). The Town awarded a contract to relocate the segmented circle in the fall of 2018. The final FAA permits authorizing the installation of a new airport fence were secured in 2017. Staff is coordinating this effort with Caltrans and USFS.

Staff participated in a number of meetings with Inyo County and the Eastern Sierra Council of Governments related to regional approaches to enhanced air service.

The Town anticipates continued work on economic development in 2018 and this remains one of 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 current 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." The Housing Element was found to be consistent with the other elements of the General Plan because it provides for the provision of an adequate supply of affordable, livable housing within the Town of Mammoth Lakes. Furthermore, it supports the community's overall economic, social, and environmental goals by maintaining a local population that patronizes local businesses, promoting family stability and security, and reducing carbon dioxide (CO₂) emissions through reduction of long-distance home to work commutes.

In 2018, the Town hired Placeworks Inc., to work with staff to prepare the Town's 2019-2027 Housing Element Update. The State of California requires updates to the General Plan Housing Element on a pre-determined cycle; for this cycle, the Town of Mammoth Lakes Housing Element update must be adopted by August 15, 2019. The Housing Element update builds upon several years of broad public engagement, including the more recent 2017 Housing Choice and Needs Survey, the 2017 Housing Needs Assessment, and the 2017 Community Housing Action Plan (CHAP).

The Town continued to provide funding (including allocation of Transient Occupancy Tax monies) in support for the work of Mammoth Lakes Housing, Inc. 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

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manage and facilitate the ownership and rental of such housing. MLH has successfully rehabilitated and preserved numerous income-restricted housing units in the past several years, in coordination with the Town and other organizations such as IMACA.

While the 38 residential units completed in 2018 are classified as above moderate-income units, there has been progress made towards meeting other goals and objectives identified in the Housing Element. The Town completed its purchase of the "Shady Rest" site aka "The Parcel" in March 2018. The Parcel is a significant 25-acre property subject to an affordable housing overlay zone. The Town intends to facilitate development of the site as permanently affordable housing in accordance with Community Housing Action Plan goals. In 2018, the Town kicked-off a public process for visioning, design and master planning of the site, which was identified as a top priority for the community in the 2017 Community Housing Action Plan.

In 2018, a local citizens group, Mammoth Voices, held a Housing Summit from November 2nd through the 4th which included participation from Town staff. The summit was designed to follow up on the recently accepted Community Housing Action Plan. It introduced participants to key strategies from the action plan and provided more detail on them through onsite tours of the Shady Rest Parcel conducted by Town staff, speakers with expertise on certain strategies, and other presentations. The participants were asked to prioritize strategies from the Housing Action Plan to implement in the next year. The strategy that ranked first was categorized as Next Steps on The Parcel – Design and Master Planning.

In 2018, MLH worked with the Town of Mammoth Lakes to preserve one unit at 80% AMI, which was purchased back through stewardship by Mammoth Lakes Housing and the Revolving Loan Fund in Mono County. One unit at 80% AMI was sold directly to another eligible household through stewardship services provided to the Town by Mammoth Lakes Housing. 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. The Town identified this as a priority under Housing Element program H.2.G.1.

The Town and Mammoth Lakes Housing, Inc. continue to pursue grant funds to support housing programs. In July of 2018, CDBG grant funding was awarded to the Town for first-time homeownership assistance and rehabilitation programs with a maximum expenditure of \$700,000. Additional first-time homebuyer assistance is provided through ongoing grant reuse funds and additional HOME grant funds awarded in 2017.

The Town of Mammoth Lakes has a Reasonable Accommodation ordinance to help facilitate the construction of special facilities or features for persons with disabilities. The Town Planning Department is committed to reviewing and processing applications for Reasonable Accommodation, at no cost, to provide appropriate relief from development standards that might create a barrier to providing housing for a disabled or special needs person. In 2018, two households with disabled individuals received reasonable accommodation approvals for alterations to their homes in order to make them safer and to improve accessibility.

In order to ensure accessibility by all persons, the Town of Mammoth Lakes requires that all new developments and rehabilitations of housing units meet the requirements of Title 24 of the California Code of Regulations (Building Code). The most recent comprehensive

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Zoning Code Update, codified in 2014, allows large residential care and assisted living facilities in the Old Mammoth Road and Mixed Lodging/Residential districts with a ministerial or administrative permit. The Zoning Code Update also permits small (six or fewer residents) residential care facilities as it would any similar residential use.

The Town continues to enforce its condominium-conversion requirements pursuant to Municipal Code Section 17.52.110, and no condominium conversions have taken place in at least the last five years due to the very low apartment vacancy rate (less than 1%).

REGIONAL HOUSING NEEDS

Table 1 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 1: 2014-2019 Progress to Meeting RHNA

Year Constructed/Restricted	Extremely Low	Very Low	Low	Moderate	Above Moderate
2014	0	0	0	0	12 ¹
2015	0	0	0	0	22 ²
2016	0	0	0	0	23 ³
2017	0	0	0	0	14 ⁴
2018	0	0	0	0	38 ⁵
Total	0	0	0	0	109
RHNA 2014-2019	8	9	12	14	31
<i>Net Remaining</i>	8	9	12	14	-78

¹ In 2014, all of the Above Moderate units constructed were non-deed restricted market rate units.

² In 2015, all of the Above Moderate units constructed were non-deed restricted market rate units.

³ In 2016, all of the Above Moderate units constructed were non-deed restricted market rate units.

⁴ In 2017, all of the Above Moderate units constructed were non-deed restricted market rate units.

⁵ In 2018, all of the Above Moderate units constructed were non-deed restricted market rate units.

Additional efforts will need to be focused on the production of housing, particularly for extremely low, very low, low, and 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 2018, 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.

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 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.

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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 2015. One area identified for improvement is the Zoning Code, which has been updated since adoption of the General Plan update in 2007.

In February 2017, Town Council adopted a Zoning Code Amendment (ZCA 16-003), to update the Town's Secondary Dwelling Unit Ordinance. This update implemented new State Law applicable to accessory dwelling units, which make it easier for homeowners to add a secondary dwelling unit by limiting certain development standards and approval requirements.

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.
- Monitor the DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA (H.4.E.1).
- 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 helped 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.

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. In July 2015, the Town adopted a new housing mitigation policy, which removed the requirement for inclusionary housing and allows developers to choose a desired method for housing mitigation. Options for mitigation, all of which are considered equivalent,

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include a housing mitigation fee, on-site housing, off-site housing, and conveyance of land. In coordination with the updated housing ordinance, housing mitigation fees were reduced.

The 2019-2027 Housing Element Update is anticipated to be completed prior to its due date on August 19, 2019. The update will respond to changes in State Housing Law and will further analyze any existing governmental constraints to affordable housing.

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

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PLANNING APPLICATIONS

The following table summarizes the status of planning applications as of December 31, 2018. A detailed list of application requests is attached to this report (Attachment 2).

Table 2: 2018 Planning Applications

Table 1				
Application Types	Requests	Approved ¹	Denied	In Process
General Plan Amendments (GPA)	2	0	0	2
District Zoning Amendments (DZA)	0	0	0	0
Zoning Code Amendments (ZCA)	3	3	0	1
Use Permit Applications (UPA)	8	6	1 (withdrawn)	2
Tentative Tract Maps (TTM)	4	2	0	2
Tentative Parcel Maps (TPM)	1	1	0	0
Variances (VAR)	4	2	1 (withdrawn)	1
Design Reviews (DR)	7	4	1 (Withdrawn)	4
Administrative Design Review (ADR)	3	4	0	0
Lot Line Adjustments (LLA)	3	3	0	0
Concept Reviews (CR)	5	NA	NA	0
Adjustments (ADJ)	7	5	1 (withdrawn)	1
Administrative Permits (AP)	5	4	1 (Withdrawn)	0
Time Extension Requests (TER)	2	2	0	0
Land Donations	0	0	0	0
Building Permits (BP)	716	623	NA	NA
Code Compliance Cases (CC)	65	NA	NA	NA
TOT Compliance Cases	46	NA	NA	NA
Sign Permits (SP)	29	29	0	0
Tree Removal Permits (TRP)	45	42	3	0
Outdoor Sales Permit (OS)	0	0	0	0
Business Tax Certificates (BTC)	375	359	16	NA

¹ Approved list includes projects from previous years approved in 2018 by the PEDC or Town Council

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LOOK AHEAD - MAJOR PROJECTS IN 2019

The Town of Mammoth Lakes anticipates a busy 2018 completing significant work programs and projects that will further implement the 2007 General Plan:

- Continued work on the Mammoth Arts and Cultural Center Major Design Review application. Work will include CEQA environmental review and involvement of the Advisory Design Panel
- Continued work on Mammoth Creek Park West (Multi-Use Facility and Ice Rink, Community Center)
- Preparation of the 2019-2027 Housing Element update
- Adoption of the final Multi-Jurisdiction Hazard Mitigation Plan (MJHMP)
- SB1 Climate Adaption Planning Grant work will begin and will include preparation of a Vulnerability Assessment and Safety Element update
- Kick-off "The Parcel" community-based master planning process, design and feasibility studies
- Yotel Pad Major Design Review Application
- 540 Old Mammoth Road Mixed-Use Project Major Design Review Application.
- Continued work on an Enhanced Infrastructure Financing District (EIFD)
- Continue administering CDBG grants in conjunction with MLH
- Update the Municipal Code to be consistent with the DIF study/fees approved in 2015
- Mammoth Yosemite Airport Terminal Development Area Plan Environmental Review Process
- Economic development activities
- Continuation of the TOT Enforcement Program
- Continue implementation of the Quality of Life Ordinance
- Municipal Trails Signage and Wayfinding
- Code Compliance
- Permit Processing
- Transit stop improvements
- Implementation of grant funded sidewalk and trails projects

ATTACHMENTS

Attachment 1: Annual Housing Element Progress Report – APR Tables

Attachment 2: Detailed List of Planning Application Requests

ATTACHMENT 1

Annual Housing Element Progress Report – APR Tables

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Mammoth Lakes
Reporting Year	2018 (Jan. 1 - Dec. 31)

Note: + Optional field Cells in grey contain auto-calculation formulas

Table A

Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes	
1	2	3	4	5	6	7	8	9	10										
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4.5+ ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below																			
033-135-011-000, 033-135-012-000	033-135-013-000	131 & 145 Manzanita Road	Manzanita Creek	TTM 18-001, DR 18-001, ADU 18-001, BP 18-0032	5+	O	1/30/2018								156	69	225	48	No
033-043-002-000, 033-043-001-000, 033-043-003-000	6040, 6042, 6060 Minaret Road	Yotel Pad	Single-Family Residence	ADR 18-001, BP-18-0029	5+	O	11/13/2018								156	21	177		No
022-393-047-000	480 Le Verne Street	Secondary Dwelling	ADR 18-001, BP-18-0029	SFD	O		1/30/2018								1	1	1		No
003-021-030-000	035-021-003-000	24 Knob Hill Lane	Secondary Dwelling	BP-18-00347	ADU	R	1/4/2018								1	1	1		No
040-161-000-000	1254 Old Mammoth Road	Snowcreek VII Bldg. 14A	Snowcreek VII Bldg. 14A	BP-18-00223	2 to 4	O	5/5/2018								3	3	3		No
040-161-000-000	1254 Old Mammoth Road	Snowcreek VII Bldg. 13A	Snowcreek VII Bldg. 13A	BP-18-00235	2 to 4	O	5/24/2018								3	3	3		No
040-161-000-000	1254 Old Mammoth Road	Snowcreek VII Bldg. 15C	Snowcreek VII Bldg. 15C	BP-18-00308	2 to 4	O	6/21/2018								4	4	4		No
040-161-000-000	1254 Old Mammoth Road	Snowcreek VII Bldg. 16A	Snowcreek VII Bldg. 16A	BP-18-00309	2 to 4	O	6/21/2018								3	3	3		No
040-160-003-000	1474 Old Mammoth Road	Snowcreek VII Bldg. 29 H	Snowcreek VII Bldg. 29 H	BP-18-00574	2 to 4	O	10/8/2018								3	3	3		No
040-160-003-000	1474 Old Mammoth Road	Snowcreek VII Bldg. 31 H	Snowcreek VII Bldg. 31 H	BP-18-00582	2 to 4	O	10/9/2018								3	3	3		No
040-160-003-000	1474 Old Mammoth Road	Snowcreek VII Bldg. 30 G	Snowcreek VII Bldg. 30 G	BP-18-00583	2 to 4	O	10/9/2018								2	2	2		No
040-160-003-000	1474 Old Mammoth Road	Snowcreek VII Bldg. 32 G	Snowcreek VII Bldg. 32 G	BP-18-00584	2 to 4	O	10/9/2018								2	2	2		No
032-120-010-000	763 Majestic Pines Drive	New Single-Family Residence	BP-18-00024	SFD	O	1/18/2018									1	1	1		No
040-120-004-000	32 Hidden Lake Circle	New Single-Family Residence	BP-18-00080	SFD	O	2/28/2018									1	1	1		No
022-381-021-000	125 Pine Street	New Single-Family Residence	BP-18-00088	SFD	O	3/20/2018									1	1	1		No
032-120-022-000	648 Majestic Pines Drive	New Single-Family Residence	BP-18-00132	SFD	O	3/29/2018									1	1	1		No
031-260-001-000	92 Bridges Lane	New Single-Family Residence	BP-18-00141	SFD	O	4/5/2018									1	1	1		No
035-020-017-000	441 Hillside Drive	New Single-Family Residence	BP-18-00168	SFD	O	4/23/2018									1	1	1		No
031-031-005-000	390 Davison Road	New Single-Family Residence	BP-18-00216	SFD	O	5/10/2018									1	1	1		No
035-053-007-000	110 Pinecrest Avenue	New Single-Family Residence	BP-18-00233	SFD	O	5/17/2018									1	1	1		No
040-160-003-000	127 Red Fir Road	New Single-Family Residence	BP-18-00336	SFD	O	7/2/2018									1	1	1		No
022-470-011-000	83 Evergreen Street	New Single-Family Residence	BP-18-00349	SFD	O	7/12/2018									1	1	1		No
031-031-007-000	362 Davison Road	New Single-Family Residence	BP-18-00375	SFD	O	7/19/2018									1	1	1		No
033-421-032-000	194 E. Bear Lake Drive	Lot 8, Gray Bear III	BP-18-00469	SFD	O	8/29/2018									1	1	1		No

Condition of approval #28 for the

This project is scheduled for publ

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Mammoth Lakes	
Reporting Year	2018	(Jan. 1 - Dec. 31)

This table is auto-populated once you enter your jurisdiction name and current year data.
 Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

		1	Permitted Units Issued by Affordability							3	4	
Income Level		RHNA Allocation by Income Level	2014	2015	2016	2017	2018	2019			Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	17										17
	Non-Deed Restricted											
Low	Deed Restricted	12										12
	Non-Deed Restricted											
Moderate	Deed Restricted	14										14
	Non-Deed Restricted											
Above Moderate		31	12	22	23	14	38				109	
Total RHNA		74	12	22	23	14	38				109	43
Total Units 44												

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

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Mammoth Lakes
Reporting Year	2018 (Jan. 1 - Dec. 31)

Table D
Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report			
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.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.1.A.1	Maintain an up to date GIS database of potential sites available for future housing	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 and 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 Master Plan/Specific Plan updates provide development capacity and policy to meet 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	Study exemption from density calculations for required on-site affordable workforce housing.	31-Dec-15	Completed. This was studied as part of the Housing Ordinance Update, and the Town determined that it was not appropriate to include in the updated Housing Ordinance due to a Zoning Code update that established maximum FAR and eliminated maximum residential density within the commercial zoning districts.
H.1.B.2	Encourage housing development as part of the town's commercial zoning districts allow mixed-use projects and workforce housing to be permitted uses. In 2017, the Town held numerous workshops and meetings to	On-going	
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	Completed. This was incorporated into the Housing Ordinance in Municipal Code Section 17.136.050.D.
H.1.D.1	Develop criteria, standards, and thresholds for assessment and approval for Alternative Housing Mitigation Plans.	31-Dec-14	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.
H.1.E.1	Continue to apply zoning standards that allow for special needs housing.	On-going	The Town is continuing to apply only the residential zoning standards that apply to all other residential uses in the same zoning district. Reasonable accommodations are made to development standards as requested for persons with disabilities.
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-2014 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to accomplish this goal.
H.1.E.3	Implement an outreach program for housing and services available for persons with developmental disabilities.	31-Dec-2014 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 Planning 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. In 2018, Town staff received and approved two reasonable accommodation requests to permit additions to Single-family residences located at 18 Sunny Slope Lane and 351 Forest Trail. The additions enabled relief from zoning code requirements to provide improved design and building layout for two disabled individuals. These reasonable accommodation requests were processed at no cost to the applicants.
H.2.A.1	Dedicate 1 percentage point of TOT revenues to fund housing programs.	On-going	The annual dedication of TOT revenues to fund housing programs is 0.85 points (of 13 points).
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. In July of 2018, CDBG grant funding was awarded to the Town for first-time homeowner assistance and rehabilitation programs with a maximum expenditure of \$700,000. Additional first-time homebuyer assistance is provided through ongoing grant reuse funds and additional HOME grant funds awarded in 2017.
H.2.A.3	Develop and adopt a Community Housing Strategy.	31-Dec-14	The Town Council reviewed, discussed and accepted the Housing Action Plan: Live, Work, Thrive on December 6, 2017. The establishment of the Foundational Structure of the plan and initial implementation of the action strategies is a part of the Town's current work program. In November of 2018, the Town and Mammoth Lakes Housing, Inc. participated in a Community Housing Summit, organized by the Mammoth Voices community group and was held November 2nd thru the 4th. The Housing Summit provided community outreach and assisted with identifying community priorities with respect to implementation of the Housing Action Plan.
H.2.A.4	Implement a program to monitor construction and rehabilitation of housing to meet ELI population needs.	31-Dec-15	Progress has been made towards implementing this program, as the Town recently completed a comprehensive electrical remediation of the Glass Mountain Apartments using CDBG grant funding. The Glass Mountain Apartments serves extremely low income, very low income, low income, and moderate income residents,
H.2.B.1	Develop and adopt an amended Housing Ordinance.	31-Dec-14	This action item was completed with the adoption of an amended Housing Ordinance in June of 2015.
H.2.C	Support the development of market-rate and affordable rental housing. Multi-family housing is a permitted use in all multi-family and commercial zones pursuant to the Zoning Code Update.	On-going	Market rate and affordable rental housing projects are permitted uses in the multi-family and commercial zoning districts. Staff is dedicated to making developers aware of the affordable housing density bonus and development concessions that are available to incentivize the provision of affordable housing units. The Town's recent Zoning Code Update completed in 2016, established maximum FAR and eliminated maximum residential density within the commercial zoning districts.
H.2.D.1	Work with Mammoth Lakes Housing, Inc. 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	Action strategies addressing conversion of existing units to ownership or rental opportunities for the workforce were included in the Housing Action Plan: Live, Work, Thrive.
H.2.E.1	Study potential strategies to encourage upgrades of existing multi-family rental properties, including code enforcement.	31-Dec-15	CDBG grant funding was awarded in 2014 to assist in the financing for rehabilitation of 1 - 4 unit properties and rehabilitation of the Glass Mountain Apartments. The 1 - 4 unit rehabilitation grant is managed by MLH. Additional strategies have been incorporated in the Housing Action Plan. Mammoth Lakes Housing continues to pursue these grant opportunities.
H.2.F	Continue to enforce Municipal Code requirements that preserve the existing supply of non-transient rental housing units. The Zoning Code Update includes thresholds and provisions for the conversion of apartments to condominiums (Section 17.52.110).	On-going	The Town continues to enforce its condominium-conversion requirements pursuant to Municipal Code Section 17.52.110, and no condominium conversions have taken place in at least the last five years due to the very low apartment vacancy rate (less than 1%).
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 instrument has been implemented that helps to alleviate some issues encountered with previous versions. 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.
H.2.G.2	Continue to work with Mammoth Lakes Housing and the Revolving Loan Fund (RLF) to assist in buying back deed restricted units.	31-Dec-15	The Revolving Loan Fund is used annually to buy back deed restricted units. In 2018, one unit at 80% AMI was purchased back through stewardship by Mammoth Lakes Housing and the RLF at Mono County. One unit at 80% AMI was sold directly to another eligible household through stewardship services provided to the Town by Mammoth Lakes Housing.
H.2.H.1	Use 2011 Housing Needs Assessment to target efforts aimed at increasing housing for seasonal employees.	On-going	A Housing Needs Assessment update was completed in July, 2017, as a precursor to preparing a Housing Action Plan. The Housing Action Plan was accepted by Town Council in December 2017.

General Comments:

The Town of Mammoth Lakes continues to make progress towards meeting the goals and objectives identified in the Housing Element. The Town completed its purchase of "The Parcel" in 2018; "The Parcel" is a significant 25 acre property centrally located in the Town, and is the only property in Town subject to an affordable housing overlay zone. The Town's intent is to be able to influence the ultimate development of the site as affordable housing to the greatest extent possible and within a reasonable timeframe. The Town is currently recruiting a Senior Planner/ Housing Coordinator position that will focus on the implementation of the Town's housing programs, grants and to function as the Planning Department liaison for planning efforts related to the development of affordable housing at "The Parcel." The Town also began its Housing Element Update process in May of 2018, for the 6th cycle planning period (August 15, 2019 - August 15-2027).

ATTACHMENT 2

Detailed List of Planning Application Requests

Attachment 2: Detailed List of Application Requests

A. Adjustments –

- a. ADJ 18-001: 131 and 145 Manzanita Road – 20% reduction to the setbacks along the front (western), rear (eastern), and north side property lines for the five-unit Manzanita Creek condominium project; approved 4/11/18.
- b. ADJ 18-002: 362 Davison Road – 20% reduction of the front yard setback for a down sloping lot.; Withdrawn.
- c. Adj 18-003: 128 Pinehurst Drive – 20% reduction of the required side yard setback for a garage addition; approved 7/13/18.
- d. ADJ 18-004: 154 Pinehurst Drive – 20% reduction of the east side yard setback; approved 7/2/18.
- e. ADJ 18-005: 441 Hillside Drive – 20% reduction in the east side yard setback; approved 11/16/18.
- f. ADJ 18-006: 177 Monterey Pine Road – 20% reduction in the required front yard setback; approved 11/30/18.
- g. ADJ 18-007: 2610 Meridian Boulevard (Obsidian) – One foot (3%) increase to the maximum permitted structure height for lots 10-29 (phase II) of the Obsidian subdivision; approved 2/19/19.

B. Administrative Permits –

- a. AP 18-001: 238 Sierra Manor Road, Bldg.2 - Administrative Permit to establish a dog daycare use within the Old Mammoth Road zoning district; Withdrawn.
- b. AP 18-002: 3043 Main Street – Mobile Vendor permit to allow First Chair Foods to operate within the Town of Mammoth Lakes; approved 7/24/18.
- c. AP 18-003: 3043 Main Street – Permanent Outdoor Display permit for Footloose Sports to display bikes annually from May 1st thru October 20th; approved 7/5/18.
- d. AP 18-0014: 3203 Main Street – Permanent Outdoor Display permit for Wave Rave to allow bike racks, bikes, paddle boards, and pop-up tent annually between April 15th and October 10th; approved 7/5/18.
- e. AP 18-005: Businesses located within Commercial and Industrial zoning districts - Community Outdoor Sales Event for the 2018 Thanksgiving Holiday Weekend; approved 11/16/18.

C. Administrative Design Reviews –

- a. ADR 17-005: 92 Bridges Lane - Construction of a new single-family residence located within the Altis Master Plan area; approved 4/27/18.
- b. ADR 18-001: 480 Le Verne – Construction of a 5,730 sq.ft. single-family residence located in the Bluffs subdivision; approved 4/30/18.
- c. ADR 18-002: 3325 Main Street – Re-paint permit for the Main Street Center commercial shopping center; approved 7/2/18.
- d. ADR 18-003: 3537 Main Street - Re-paint permit for the Quality Inn; approved 9/24/18.

- D. Building Permits - A total of 716 building permits were applied for in 2018 and 623 building permits were issued.
- E. Business Tax Certificates – A total of 375 business tax certificates were applied for in 2018.
- F. Concept Reviews/Planning Services Review –
- a. PSR 18-001: 452 Old Mammoth Road – Zoning Verification Letter for the Sierra Center Mall property; completed 4/19/18.
 - b. PSR 18-002: 37 Old Mammoth Road – Request for a letter of Public Convenience and Necessity from Town Council for the Grocery Outlet ABC License; approved 5/16/18.
 - c. PSR 18-003: Release of the encumbered parcels of the Mammoth Hillside Site from the Intrawest Development Agreement and authorization for the Town Manager to sign a Partial Release of Development Agreement; approved 5/17/18.
 - d. PSR 18-004: 436 Old Mammoth Road - Request for a letter of Public Convenience and Necessity from Town Council in support of granting an ABC License for the Meat Market; approved 6/20/18.
 - e. PSR 18-005: 6040, 6042, 6060 Minaret Road – Concept review for the Yotel Project. Completed 8/30/18.
- G. Design Review –
- a. DR 17-002: 100 College Parkway – Construction of the Mammoth Arts and Cultural Center; ongoing.
 - b. DR 17-003: 2935 Main Street – Exterior façade and site improvements for a Starbucks coffee shop and drive-thru at the previous McDonalds location; approved 3/14/18.
 - c. DR 18-001: 131 and 145 Manzanita Road – Five-unit condominium development; approved 4/11/18.
 - d. DR 18-002: 540 Old Mammoth Road - Construction of a mixed-use project (TTM 18-002, VAR 18-004 and DR 18-002); approved 6/12/19.
 - e. DR 18-003: 160 Commerce Drive – Construction of a 725 sq.ft. equipment room for an existing industrial building; approved 4/10/18.
 - f. DR 18-004: 5699 Minaret Road (Sam's Woods Site) – Construction of a permanent ticket booth structure and various other site infrastructure improvements; Withdrawn.
 - g. DR 18-005: 96 Thompsons Way – Mono County Civic Center Design Review; completed 11/18.
 - h. DR 18-006: North/east corner of Minaret Road and Main Street: Yotelpad project consisting of a new mixed-use condominium-hotel project with a density of 198 bedrooms within 177 units located in the North Village Specific Plan; approved 5/15/19.
 - i. DR 18-007: 185 Sierra Park Road – Interior and exterior remodel and new covered entry addition for the Mammoth Hospital Specialty Clinic building; approved 2/26/19.

H. District Zoning Amendments – No District Zoning Amendments were processed in 2018.

I. Film Permits – A total of 13 Film Permit applications were processed in 2018.

J. General Plan Amendments –

- a. Housing Element Update: Preparation of the 2019-2027 Housing Element Update; update anticipated in 2019.
- b. Safety Element Updates: Preparation of updates to the Safety Element to incorporate Climate Adaptation goals and actions; Update anticipated in 2019.

K. Interpretation Requests -

- a. 127 Red Fir Road: Interpretation of Code Provisions request regarding applicability of the Town's 50-foot stream setback requirement for new construction on the subject property; completed 12/20/18.
- b. 549 Old Mammoth Road, Suites 3 and 4: Interpretation of Code Provisions regarding land uses restrictions applicable to ground floor units and applicability of those restrictions to subterranean units with ground floor access; completed 1/20/19.

L. Lot Line Adjustments-

- a. LLA 18-001: 465 and 485 Fir Street – to allow for the adjustment of the lot line between two parcels located at 465 and 485 Fir Street; approved 8/9/18.
- b. LLA 18-002: 43 and 57 Juniper Court – to allow for the merger of two parcels located at 43 and 57 Juniper Court; approved 10/5/18.
- c. LLA 18-003: Snowcreek VII – Adjust the shared property line between two lots located at 1254 and 1474 Old Mammoth Road; approved 12/3/18.

M. Outdoor Sales Permits – (Included under Administrative Permits)

- a. AP 18-003: 3043 Main Street – Permanent Outdoor Display permit for Footloose Sports to display bikes annually from May 1st thru October 20th; approved 7/5/18.
- b. AP 18-0014: 3203 Main Street – Permanent Outdoor Display permit for Wave Rave to allow bike racks, bikes, paddle boards, and pop-up tent annually between April 15th and October 10th; approved 7/5/18.
- c. AP 18-005: Businesses located within Commercial and Industrial zoning districts - Community Outdoor Sales Event for the 2018 Thanksgiving Holiday Weekend; approved 11/16/18.

N. Reasonable Accommodation Requests-

- a. 18 Sunny Slope Lane – Request for relief from the maximum lot coverage for an addition to an existing single-family home that would meet the accessibility and long-term care needs for a severely handicapped person; approved 4/23/18.

- b. 351 Forest Trail – Request for a 20% reduction in the east side yard setback for the construction of an attached garage with adequate width to accommodate a van accessible parking space with room for wheelchair circulation and an ADA lift; approved 8/10/18.
- O. Sign Permits – 29 sign permits were processed in 2018 (14 were for temporary signs).
- P. Time Extension Requests –
 - a. TER 18-001: Obsidian Subdivision – Request for a six-year time extension request for the Obsidian project entitlement (TTM 15-002, UPA 15-002, and Design Review 15-002); approved 5/16/18.
 - b. TER 18-002: 164, 202, 248 Old Mammoth Road – Request for a six-year time extension for the Old Mammoth Place project entitlement (VTTM 16-001, UPA 16-001, and DR 16-004); approved 11/7/18.
- Q. Tentative Parcel Maps –
 - a. TPM 18-001: 121 College Parkway – Application for a lot split in order to create two parcels, so that a separate parcel is created for the anticipated National Wounded Warrior Center; approved 12/12/18.
- R. Tentative Tract Maps –
 - a. TTM 18-001: 131 and 145 Manzanita Road – Proposed construction of the Manzanita Creek project comprised of a five-unit condominium project; approved 4/11/18.
 - b. TTM 18-002: 540 Old Mammoth Road – Proposed two-story vertical mixed-use project located within the Old Mammoth Road Zoning District; approved 6/12/19.
 - c. TTM 18-003: North/east corner of Minaret Road and Main Street – Proposed mixed-use condominium-hotel project with a density of 198 bedrooms within 177 units located in the North Village Specific Plan (NVSP) area; approved 5/15/19.
 - d. TTM 36-236: 1254 and 1474 Old Mammoth Road – A request for approval of minor modifications to the Snowcreek VII project including a determination that the project remains in substantial conformance with the approved Vesting Tentative Tract Map and Use Permit entitlements; approved 12/3/18.
- S. TOT Code Compliance- During the FY 18/19, 92 TOT cases were initiated and 134 citations were issued.
- T. Tree Removal Permits – 45 tree removal 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 deemed hazardous by a certified arborist.

U. Use Permit Applications –

- a. UPA 17-004: 70 Carter Street – Request to establish a Bed and Breakfast use at an existing single-family residence located within the Rural Residential zoning district; approved 4/11/18.
- b. UPA 16-004A: 312 Commerce Drive, Units A & B – Use Permit amendment to allow commercial cannabis manufacturing and distribution operations located in the Industrial zoning district; approved 3/13/19.
- c. UPA 17-001A: 160 Commerce Drive – Use Permit modification to allow a commercial cannabis manufacturing facility in the Industrial zoning district; approved 8/8/18.
- d. UPA 17-002A – Use Permit modification to allow a commercial cannabis distribution facility in the Industrial zoning district; approved 8/8/18.
- e. UPA 18-001: 94 Laurel Mountain Road, Suite 204 – Use Permit application to allow an adult-use and medicinal cannabis retailer business; approved 8/8/18.
- f. UPA 18-002: 3399 Main Street, Unit Q-1 – Use Permit application to allow an adult-use cannabis retailer business and revoking Use Permit 10-003 issued for a medical marijuana cooperative; approved; 10/11/18.
- g. UPA 18-003: 58 Sierra Park Road – Use Permit application to allow an adult-use cannabis retailer business; Withdrawn.
- h. UPA 18-004: 101 Old Mammoth Road – Use Permit application to allow an adult-use and medicinal cannabis retailer business located in the Old Mammoth Road zoning district; approved 12/12/18.
- i. UPA 18-005: North/east corner of Minaret Road and Main Street – Proposed mixed-use condominium-hotel project with a density of 198 bedrooms within 177 units located in the North Village Specific Plan (NVSP) area; approved 5/15/19.

V. Variances -

- a. VAR 18-001: 763 Majestic Pines Drive – Variance to allow a reduce front yard setback of five feet for a garage and a reduction of one of the required parking spaced for a single-family residence that was destroyed by a fire; approved to five feet and five-foot setback for a garage addition; approved 4/11/18.
- b. VAR 18-002: 262 Hillside Drive – Reduction in the required front setback and covered parking requirement; Withdrawn.
- c. VAR 18-003: 52 Alexander Lane – Reduction of the required stream setback from 50 feet to 15 feet; approved 8/8/18.
- d. VAR 18-004: 540 Old Mammoth Road - Proposed two-story vertical mixed-use project located within the Old Mammoth Road Zoning District; approved 6/12/19.

W. Zoning Code Amendments -

- a. ZCA 18-001: Amendment to the Sign Standards for halo lit signs within Municipal Code Chapter 17.48 (Signs); adopted 6/6/18.
- b. ZCA 18-002: Amendment to the regulations for cannabis retailer businesses; adopted 11/8/18.

- c. ZCA 18-003: Amendment to allow Physical Wellness and Rehabilitation Facilities in the Public and Quasi-Public zoning district; adopted 2/20/19.