



# AGENDA

## MONO COUNTY HOUSING AUTHORITY

### STATE OF CALIFORNIA

Meeting Location: Mammoth Lakes Suite Z, 437 Old Mammoth Rd, Mammoth Lakes, CA 93546

June 15, 2021

---

### TELECONFERENCE INFORMATION

The meeting will be held in person and via teleconferencing, as authorized by Governor Newsom's Executive Order, N-29-20, dated March 17, 2020, with members of the Board attending from separate remote locations. This hybrid format recognizes that the state is moving beyond the Blueprint for a Safer Economy beginning June 15, 2021.

Members of the public may participate in person, or via the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below. If you are unable to join the Zoom Webinar of the Board meeting, you may still view the live stream of the meeting by visiting [http://monocounty.granicus.com/MediaPlayer.php?publish\\_id=6707ad94-7596-4160-ae6a-f795d7c5c436](http://monocounty.granicus.com/MediaPlayer.php?publish_id=6707ad94-7596-4160-ae6a-f795d7c5c436)

#### To join the meeting by computer:

Visit <https://monocounty.zoom.us/j/91944859622>

Or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 919 4485 9622.

To provide public comment (at appropriate times) during the meeting, press the "Raise Hand" button on your screen.

#### To join the meeting by telephone:

Dial (669) 900-6833, then enter Zoom Webinar ID 919 4485 9622.

To provide public comment (at appropriate times) during the meeting, press \*9 to raise your hand and \*6 to mute/unmute.

**NOTE:** In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact Shannon Kendall, Clerk of the Board at (760) 932-5533. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517), and in the County Offices located in Minaret Mall, 2nd Floor (437 Old Mammoth Road, Mammoth Lakes CA 93546). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). **ON THE WEB** You can view the upcoming agenda at [www.monocounty.ca.gov](http://www.monocounty.ca.gov). If you would like to receive an automatic copy of this agenda by email, please subscribe to the Board of Supervisors Agendas on our website at <http://monocounty.ca.gov/bos>.

2:00 PM      Call meeting to Order

Pledge of Allegiance

**1 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.)

**2. AGENDA ITEMS**

**A. Minutes - January 21, 2020**

Departments: Clerk of the Board

2 minutes

Approval of the Minutes from the Housing Authority Meeting on January 21, 2020.

**Recommended Action:** Approve the Minutes from the Housing Authority Meeting on January 21, 2020.

**Fiscal Impact:** None.

**B. 2020 Building Permit Statistics**

Departments: Community Development

10 minutes

(Michael Jones, Permit Technician) - Report on the development market as represented by building permit data.

**Recommended Action:** Receive the report and provide any desired direction to staff.

**Fiscal Impact:** None.

**C. Report on Mono County Housing Programs**

Departments: Community Development, Behavioral Health, Social Services, Finance, Mammoth Lakes Housing

20 minutes

(Wendy Sugimura, Community Development Director) - Description and update on programs addressing housing needs in Mono County.

**Recommended Action:** Receive update on County housing programs and provide any desired direction to staff.

**Fiscal Impact:** None.

**D. Housing Policy Discussion**

Departments: Community Development

45 minutes

(Bentley Regehr, Planning Analyst) - Workshop and discussion on policy changes related to housing.

**Recommended Action:** None (informational only). Provide any desired direction to staff.

**Fiscal Impact:** None.

**ADJOURN**



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## HOUSING AUTHORITY AGENDA REQUEST

Print

<b>MEETING DATE</b>	June 15, 2021	<b>DEPARTMENT</b>	
<b>ADDITIONAL DEPARTMENTS</b>			
<b>TIME REQUIRED</b>	2 minutes	<b>PERSONS APPEARING BEFORE THE BOARD</b>	
<b>SUBJECT</b>	Minutes - January 21, 2020		

### AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Approval of the Minutes from the Housing Authority Meeting on January 21, 2020.

### RECOMMENDED ACTION:

Approve the Minutes from the Housing Authority Meeting on January 21, 2020.

### FISCAL IMPACT:

None.

**CONTACT NAME:** Queenie Barnard

**PHONE/EMAIL:** 760-932-5534 / qbarnard@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR  
**PRIOR TO 5:00 P.M. ON THE FRIDAY  
32 DAYS PRECEDING THE BOARD MEETING**

### SEND COPIES TO:

### MINUTE ORDER REQUESTED:

YES  NO

### ATTACHMENTS:

Click to download

[DRAFT Minutes](#)

### History

Time	Who	Approval
6/10/2021 10:24 AM	County Counsel	Yes
6/10/2021 9:13 AM	Finance	Yes
6/10/2021 10:45 AM	County Administrative Office	Yes



**DRAFT MEETING MINUTES  
MONO COUNTY HOUSING AUTHORITY  
STATE OF CALIFORNIA**

MEETING LOCATION Mammoth Lakes Suite Z, 437 Old Mammoth Rd, Suite Z, Mammoth Lakes, CA 93546

**January 21, 2020**

<b>Flash Drive</b>	<b>Portable Recorder</b>
<b>Minute Orders</b>	<b>M20-01</b>
<b>Resolutions</b>	<b>R20-01 Not Used</b>
<b>Ordinance</b>	<b>ORD20-01 Not Used</b>

3:32 PM Meeting Called to Order by Chair Corless.

*Supervisors Present: Corless, Gardner, Kreitz, Peters, and Stump.  
Supervisors Absent: None.*

**The Mono County Board of Supervisors stream most of their meetings live on the internet and archives them afterward. To search for a meeting from June 2, 2015 forward, please go to the following link: <http://www.monocounty.ca.gov/meetings>.**

Pledge of Allegiance Sup Gardner

**1 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

No one spoke.

**2. AGENDA ITEMS**

**A. Board Minutes**

Departments: Clerk of the Board

(Chair Corless) - Approval of the Housing Authority minutes from the June 19, 2018 meeting.

**Action:** Approve the Housing Authority minutes from the June 19, 2018 meeting.

**Gardner moved; Peters seconded**

**Vote: 5 yes; 0 no**

**M20-01**

**Note:**

**These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors**

## **B. Mono County Housing Authority Purpose**

Departments: CDD, Finance

(Wendy Sugimura) - A discussion about the purpose of the Mono County Housing Authority and its capacity.

**Action:** None.

**Wendy Sugimura, Community Development Director:**

- Presented item.

## **C. Building Permit Statistics**

Departments: Community Development

(Melissa Bell) - Presentation regarding current development activity as indicated by building and planning permit statistics.

**Action:** None.

**Melissa Bell, Permit Technician:**

- Presented item.

## **D. Overview of Mono County Housing Programs**

Departments: Community Development, Finance, Behavioral Health, Social Services

(Wendy Sugimura, Meghan Mahaffey) - Presentation regarding current housing programs being implemented by Mono County, future work items, and potential opportunities.

**Action:** None.

**Wendy Sugimura:**

- Presented item.

## **E. Mono County's Home Investment Partnership Program (HOME) Update**

Departments: Mammoth Lakes Housing, Finance, CDD

(Patricia Robertson) - Presentation by Patricia Robertson of Mammoth Lakes Housing on the Mono County HOME First-Time Home Buyer Program, funded through the State HOME Program, which assists local first-time homebuyers purchase homes within unincorporated Mono County.

**Action:** None.

**Megan Mahaffey, Fiscal and Technical Specialist:**

- Patricia Robertson could not make it.
- Presented item.

### **Note:**

**These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors**

**ADJOURNED at 4:18 PM**

**ATTEST**

---

**STACY CORLESS  
CHAIR OF THE BOARD**

---

**SCHEEREEN DEDMAN  
SR. DEPUTY CLERK**



**OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS**

**HOUSING AUTHORITY AGENDA REQUEST**

Print

<b>MEETING DATE</b>	June 15, 2021	<b>DEPARTMENT</b>	
<b>ADDITIONAL DEPARTMENTS</b>			
<b>TIME REQUIRED</b>	10 minutes	<b>PERSONS APPEARING BEFORE THE BOARD</b>	Michael Jones, Permit Technician
<b>SUBJECT</b>	2020 Building Permit Statistics		

**AGENDA DESCRIPTION:**

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Report on the development market as represented by building permit data.

**RECOMMENDED ACTION:**

Receive the report and provide any desired direction to staff.

**FISCAL IMPACT:**

None.

**CONTACT NAME:** Michael Jones

**PHONE/EMAIL:** 760-924-1825 / mjones@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR **PRIOR TO 5:00 P.M. ON THE FRIDAY 32 DAYS PRECEDING THE BOARD MEETING**

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">staff report</a>
<a href="#">Attachment 1: Permit charts</a>

**History**

Time	Who	Approval
6/10/2021 8:26 AM	County Counsel	Yes
6/9/2021 5:49 PM	Finance	Yes
6/10/2021 10:35 AM	County Administrative Office	Yes

# Mono County Housing Authority

---

P.O. Box 347  
Mammoth Lakes, CA 93546  
(760) 924-1800, fax 924-1801  
commdev@mono.ca.gov

P.O. Box 8  
Bridgeport, CA 93517  
(760) 932-5420, fax 932-5431  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

**Date:** June 4, 2021

**To:** Honorable Chair and Members of the Housing Authority

**From:** Michael Jones, Community Development Permit Technician

**Subject:** 2020 Building Permit Statistics

**Recommended Action:**

Provide any desired direction to staff.

**Fiscal Impact:**

None.

**Discussion:**

A total of 222 permits were issued in the 2020 calendar year. Of these, 18 were single family residential units. Breaking it down further, nine (or 50%) were for new manufactured homes and nine (or 50%) were for new conventional light frame construction. In 2019 a total of 208 permits were issued. Of these, 20 were single family residential units. Breaking it down further, the ratio was the same, 50% were manufactured homes and 50% were conventional light frame construction. This calculates to be about a 6% increase in permits issued in 2020.

Since 2011, building project valuation has been tracked based upon set values per square footage for new construction and estimated actual costs for remodels and alterations. The total valuation of issued permits in 2020 was approximately \$10.7 million compared to \$25.9 million in 2019 (\$18.5 million of which was the Mono County Civic Center project). Excluding the Civic Center project, the total valuation of issued permits in 2019 was \$7.4 million. Valuation increased in 2020 by about 44% over 2019.

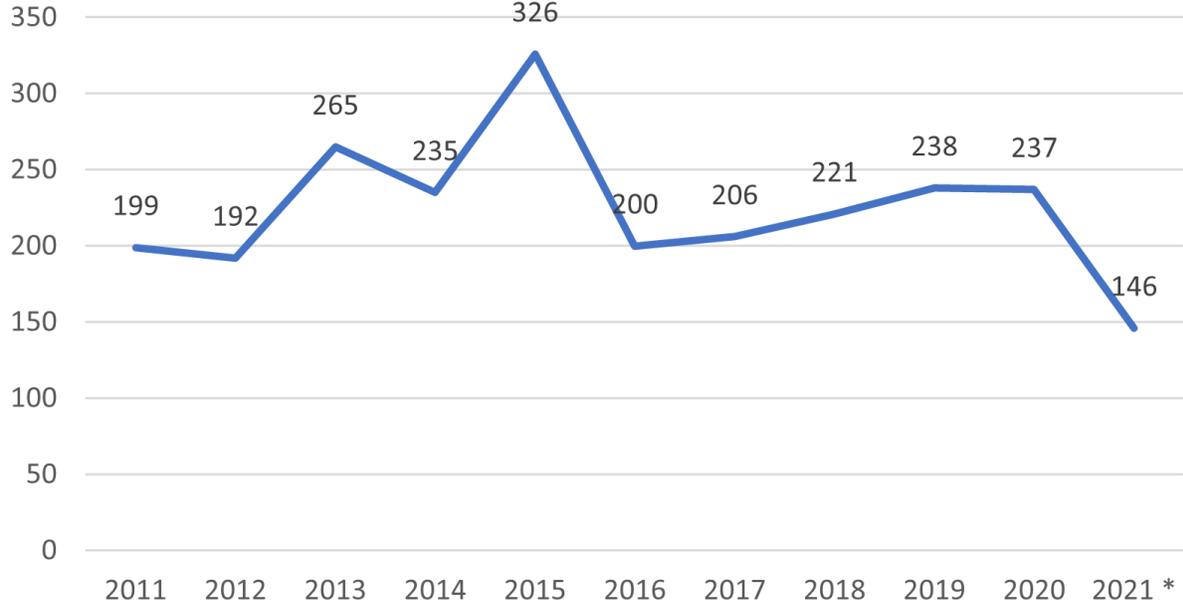
In 2020 approximately \$220,700.00 was collected by Community Development for permit and plan check fees compared to approximately \$164,000 in 2019. This calculates to be a 35% or \$56,700 increase in payments received between 2019 and 2020.

Building permit trends over the past 15 years (see Attachment #1) show the development “bubble” in 2006-2008 and the market crash that began in 2009. The spike in permits in 2015 was due to increased construction for homes destroyed in the Round Fire. Since 2018 we have seen a small rise in commercial projects including the Mono County Civic Center and 24 Mountain Storage project. Moving forward we are expecting a spike similar to 2015 as Mountain View Fire rebuild projects are submitted.

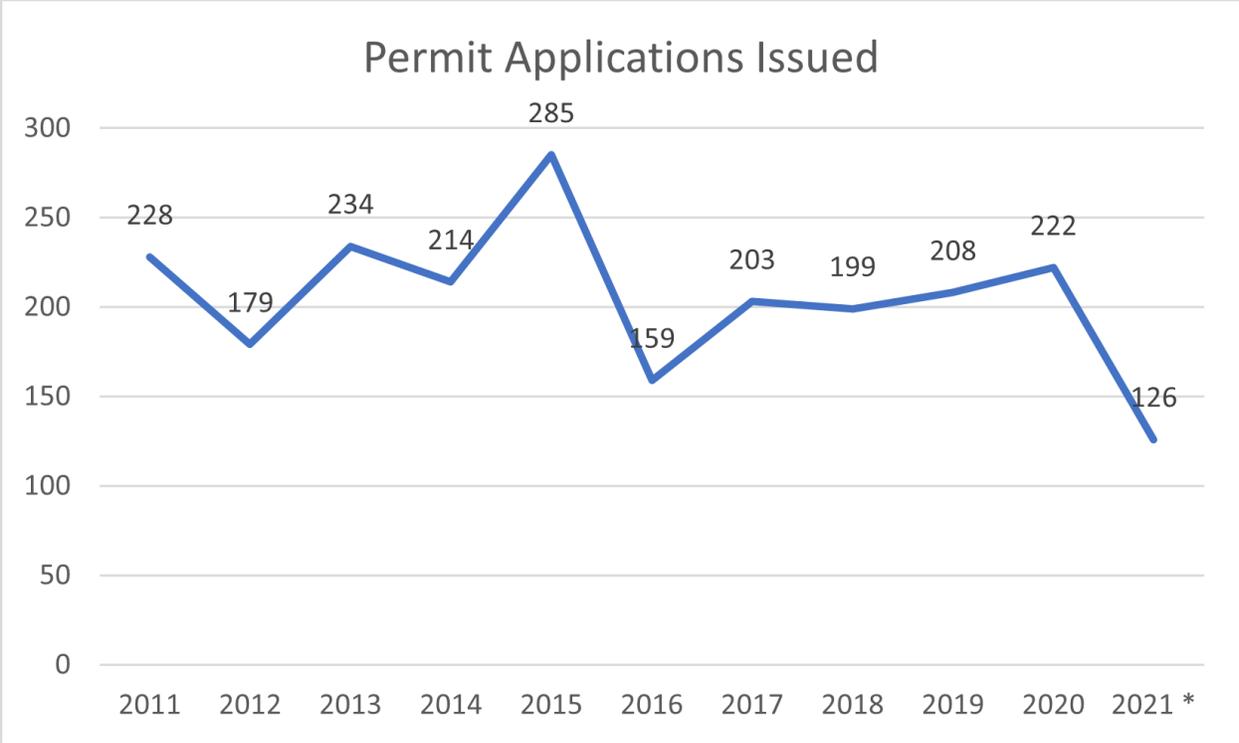
For 2021, permit data through May indicates a significant increase in activity. Permit submittals are already at 60% of 2020 with 60% of the year remaining, and valuation (\$11.3 million) has already exceeded the 2020 amount by almost 6%. This increase does not substantially reflect rebuilding activity from the Mountain View Fire incident; that activity is anticipated to pick up later this year.

Attachment: Building Permit Statistics

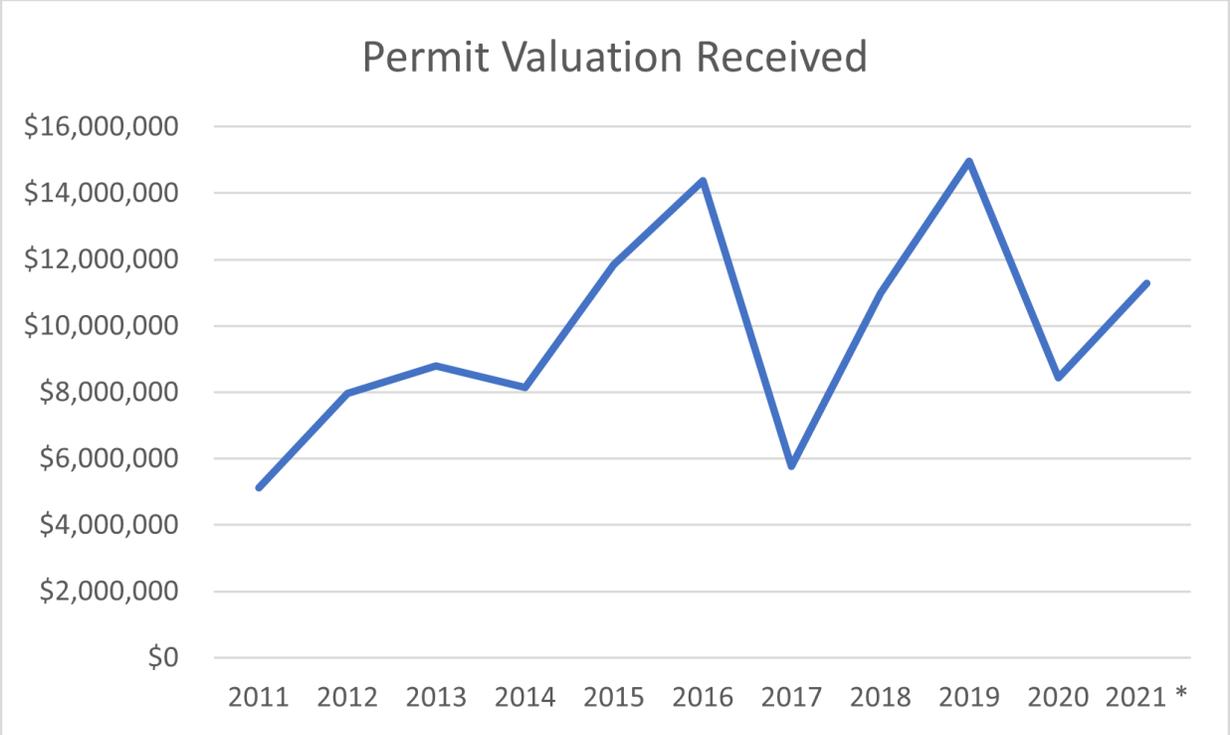
# Permit Applications Received



\* Based on Applications Received between January 1 and May 31, 2021

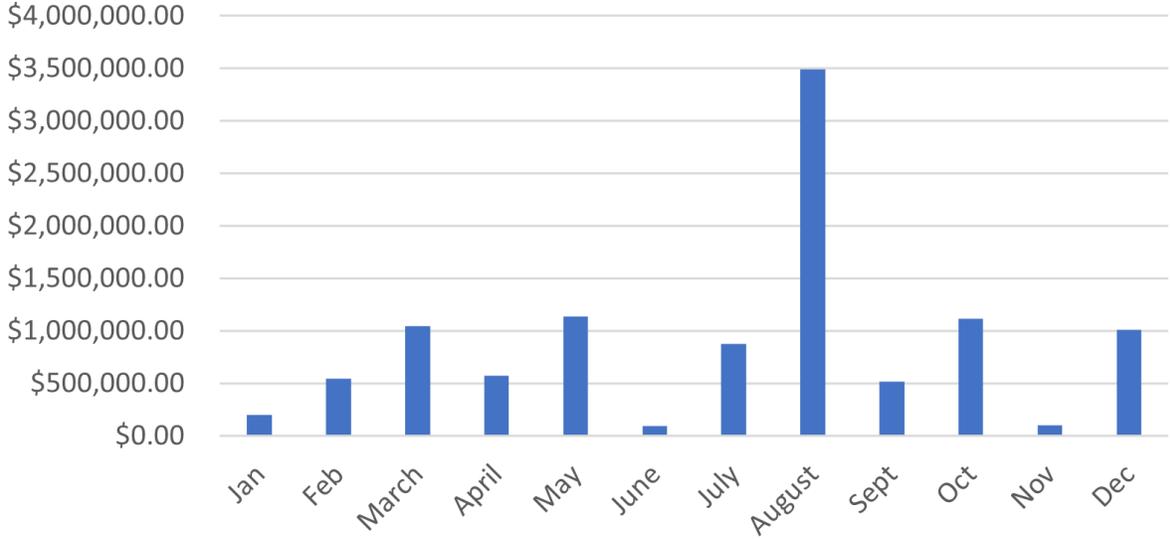


\* Based on Applications Issued between January 1 and May 31, 2021

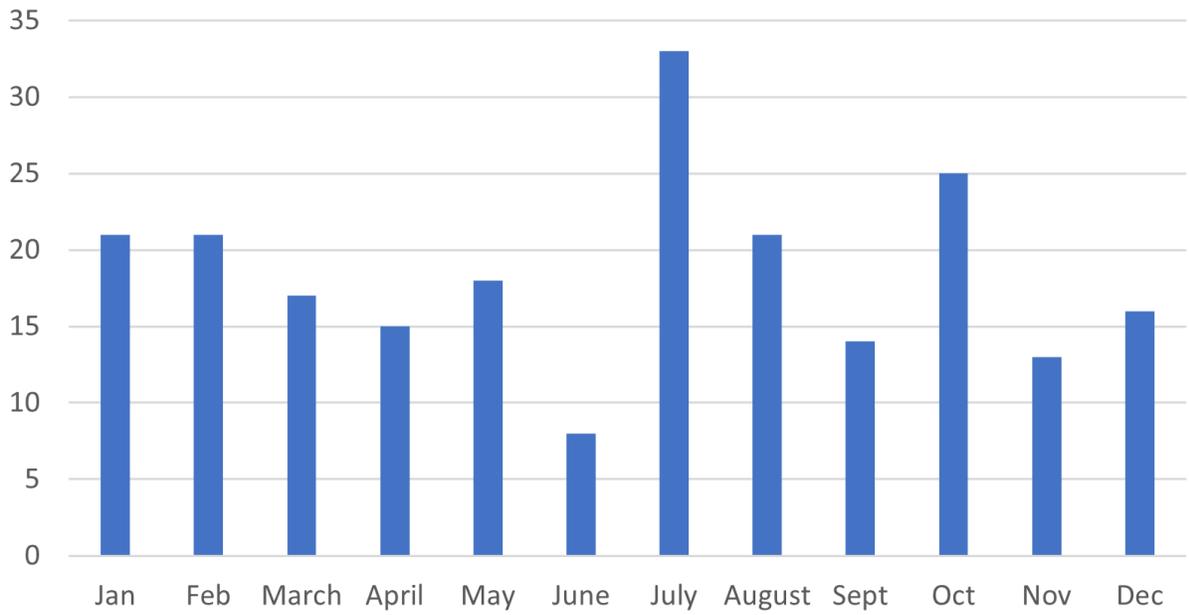


\* Based on Applications Received between January 1 and May 31, 2021

### 2020 Issued Permit Valuations (dollars)



2020 Issued Permits (monthly)





**OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS**

**HOUSING AUTHORITY AGENDA REQUEST**

Print

<b>MEETING DATE</b>	June 15, 2021	<b>DEPARTMENT</b>	
<b>ADDITIONAL DEPARTMENTS</b>			
<b>TIME REQUIRED</b>	20 minutes	<b>PERSONS APPEARING BEFORE THE BOARD</b>	Wendy Sugimura, Community Development Director
<b>SUBJECT</b>	Report on Mono County Housing Programs		

**AGENDA DESCRIPTION:**

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Description and update on programs addressing housing needs in Mono County.

**RECOMMENDED ACTION:**

Receive update on County housing programs and provide any desired direction to staff.

**FISCAL IMPACT:**

None.

**CONTACT NAME:** Wendy Sugimura

**PHONE/EMAIL:** 760-924-1814 / wsugimura@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR **PRIOR TO 5:00 P.M. ON THE FRIDAY 32 DAYS PRECEDING THE BOARD MEETING**

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">Staff Report</a>

**History**

Time	Who	Approval
6/10/2021 8:36 AM	County Counsel	Yes
6/9/2021 3:57 PM	Finance	Yes
6/10/2021 10:46 AM	County Administrative Office	Yes

# Mono County Housing Authority

---

P.O. Box 347  
Mammoth Lakes, CA 93546  
(760) 924-1800, fax 924-1801  
commdev@mono.ca.gov

P.O. Box 8  
Bridgeport, CA 93517  
(760) 932-5420, fax 932-5431  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

June 15, 2021

**To: Mono County Housing Authority**

**From:** Megan Mahaffey – Finance  
Bentley Regehr & Wendy Sugimura – Community Development  
Amanda Greenberg – Behavioral Health  
Kathy Peterson – Social Services  
Stacey Simon – County Counsel  
Patricia Robertson – Mammoth Lakes Housing

**Re: REPORT ON MONO COUNTY HOUSING PROGRAMS**

## **RECOMMENDATION**

Receive update on County housing programs and provide any desired direction to staff.

## **DISCUSSION OF CURRENT HOUSING FUNDING**

The following provides an overview of current funding available for Mono County housing programs:

### *Affordable Housing Fund*

The Affordable Housing fund consists of several sources (see Attachment 1):

- Whole-person Care Grant for \$448,634 was awarded to the County in April 2020. The funds must be fully expended or encumbered by June 2025. The grant targets those who are homeless or at risk of homelessness and funds rental assistance, affordable housing projects, and a housing coordinator position. \$155,000 of the fund was contracted out with Mammoth Lakes Housing to spend on Rental Relief; \$293,634 remains.
- General Fund contributions of \$400,000: The Board allocated \$200,000 from the General Fund for two consecutive years in 2018-2019 and 2019-2020.
- Sale of Birch Creek Condo to Inyo-Mono Advocates for Community Action (IMACA) for \$159,188 to provide transitional housing.

After accounting for interest earnings, legal expenditures, and monitoring costs, the affordable housing fund balance is projected to be \$851,232 at June 30, 2021.

### *SB 2 Grant Funds*

Mono County was awarded \$160,000 from the State SB 2 grant funds and the Board approved two projects: 1) Prescriptive Designs for Accessory Dwelling Units (ADU) and 2) Creation of a California Environmental Quality Act (CEQA) streamlining checklist for greenhouse gas (GHG) emissions and updates that establish vehicle miles traveled (VMT) standards consistent with SB 743. Requests for Proposals were released and have been closed for both projects, and the submittals are currently under evaluation. Once contracts are awarded, work will begin, and final products are expected in early 2022. The projects are staffed by the Building and Planning Divisions.

### California Development Block Grant (CDBG)

Mono County has been awarded \$250,000 in CDBG technical assistance funding to inventory special district services, assess special district service capacity barriers to increasing housing stock, and develop programs and projects to overcome those barriers. A Request for Proposals is currently being flown to select a consultant to conduct the work. The inventory of special district capacity will also serve to update the Municipal Service Reviews (MSRs) required for the Local Agency Formation Commission (LAFCo). The project is staffed by the Planning Division.

### Housing Mitigation Ordinance

The Housing Mitigation Ordinance (HMO) was adopted in December 2019 and went into effect February 10, 2020. As of June 2021, \$15,080.87 in funds have been collected from HMO fees at building permit issuance. One Director Review permit prohibiting short-term rentals has been issued in order to exempt a property from HMO fees, at the request of the homeowner. These activities are staffed by the Building and Planning Divisions.

### Regional Early Action Planning (REAP)/Local Early Action Planning (LEAP) Grants

Mono County has submitted for REAP (\$121,517) and LEAP (\$65,000) funding, and the state has requested several rounds of clarifications. The REAP funding application is to hire a consultant to conduct studies or provide technical assistance, in coordination with the County Housing Coordinator, for the purpose of establishing an organizational structure related to housing needs. The LEAP funding application will be used in conjunction with the REAP project to develop a planning document for the County's implementation arm (identified through the REAP project) to carry out the local housing trust fund. Ideally, the Housing Coordinator (see below) should be the lead staff on both of these projects. The application is being handled by the Planning Division.

### Staffing

Multiple departments currently participate in County housing programs, including the County Administrative Office, Finance, Community Development, Social Services, and Behavioral Health, and in partnership with external organizations such as IMACA and Mammoth Lakes Housing. Even with additional funding, the current level of activity represents the capacity of current staffing levels. To add significant new activities or programs, additional new staff capacity would be required.

Mono County is currently recruiting for a Housing Coordinator, who should have the necessary skill set and expertise to take the lead on holistically coordinating and implementing County housing programs and interfacing with the Housing Authority.

## **DISCUSSION OF CURRENT PROGRAMS**

The following provides an overview of current Mono County housing programs relevant to the Housing Authority:

### Revolving Loan Fund

On November 17, 2015, the Mono County Board of Supervisors approved resolution R15-81 authorizing the creation of a Revolving Loan Fund (RLF) for the purchase of deed-restricted housing within the Town of Mammoth Lakes and authorizing the CAO, in consultation with County Counsel, to negotiate and execute loan agreements. The revolving loan fund is used for short-term loans (up to one year) from the Mono RLF by Mammoth Lakes Housing for the acquisition and resale of deed restricted housing units within the Town for the purpose of preserving housing for low-income, moderate-income and workforce households. Units purchased are marketed for sale at below-market rate. Since inception, Mammoth Lakes Housing has utilized the Mono County Revolving Loan Fund for a total of five purchases of deed restricted properties from September 26, 2017 to December 31, 2019. This program is managed by Finance, County Counsel and Mammoth Lakes Housing.

### Mono County Rental Units

County-owned housing units include two housing units in Benton. The Benton units are currently rented to the UTU Gwaitu Tribe. The Birch Creek condo was sold to IMACA to create the first transitional housing unit located in Mono County. The rental units are managed by Finance and a purchase agreement has been drafted between County Counsel and UTU Gwaitu Tribe legal Counsel.

### County First-Time Homebuyer Program

The Mono County First Time Homebuyer (FTHB) Program provides gap financing to first-time homebuyers that income qualify. The First Time Homebuyer loan portfolio consists of 14 loans ranging from \$54,000 to \$200,000. All loans are 30-year deferred loans with the earliest term being August of 2036 provided the First Time Homebuyers stay in their home and do not sell. The FTHB program is currently operated by Mammoth Lakes Housing (MLH). Total loan portfolio is \$1.8 million which had leveraged \$2.7 million of private investment for a total of \$4.49 million in real estate investment in Bridgeport, June Lake, Mono City, Lee Vining, and Crowley Lake. The First-Time Homebuyer Program has been funded again by the 2018 HOME NOFA. The County is also partnering with MLH on an application under the 2021 CDBG NOFA for an additional \$500,000 is due in June. These programs are managed by Finance and Mammoth Lakes Housing.

### Behavioral Health Housing Programs/Activities

Mono County Behavioral Health (MCBH) continues to rent a property in Mammoth Lakes for the purpose of providing transitional housing to clients who meet set criteria. MCBH staff also continue to participate in Eastern Sierra Continuum of Care meetings and initiatives. Mono County Behavioral Health (MCBH) has executed an MOU and drafted a predevelopment loan agreement with Pacific West Communities for 13 future units of permanent supportive housing for individuals with mental illness. These units are planned to be part of Phase I of "The Parcel." Together with Pacific West Communities, MCBH applied for the non-competitive No Place Like Home grant funding in February 2021.

### Social Services Housing Programs

- The Housing and Disability Advocacy Program (HDAP) provides intensive, individualized assistance to homeless, disabled individuals to apply for disability benefit programs, while also providing housing support. Participants are provided case management, benefits advocacy, and housing support.
- The CalWORKs Homeless Assistance (HA) Program helps CalWORKs families meet costs of securing housing through payments for temporary shelter, as well as payments to secure or maintain housing, including a security deposit and last month's rent, or up to two months of rent arrearages.
- Members of the Department regularly participate in the Eastern Sierra Continuum of Care (ESCOC), a coalition of service providers in Alpine, Inyo and Mono Counties that works to coordinate the use of federal homeless assistance funds for homeless families and individuals.
  - Recently, the County helped facilitate the transfer of five trailers from the City of LA to IMACA to be used as transitional (and in some cases, permanent) housing for people experiencing homelessness in Mono County.

### Community Development Housing Programs

Most Community Development housing programs were discussed previously under HMO, SB 2, REAP and LEAP funding; a summary is provided below. The housing-related activity, however, is processing development applications for housing. The activity level is reflected in the Building & Planning Permit Statistics, presented as a separate agenda item at this same Housing Authority meeting. The Community Development Department does not design, acquire, build, manage, or rent housing projects, we process housing proposals brought to us by applicants and rely on the private market to drive development levels.

- ADU Prescriptive Designs;
- GHG CEQA streamlining and VMT thresholds per SB 743;

- Collection of HMO fees;
- Processing Director Review permits to prohibit short-term rentals in order to qualify for an HMO fee exemption;
- Special district services inventory, identification of barriers, and development of a program to increase district capacity to increase housing stock; and
- Securing REAP and LEAP funds to support Housing Coordinator position in establishing an integrated and holistic housing program at the County with an implementation arm.

#### Davison House

The County sold the property at 71 Davison Road in Mammoth Lakes in October of 2019 to an affordable housing developer who purchased the property subject to deed restrictions for affordability requiring the creation of 5 units. Thereafter, the County entered into a monitoring agreement with Mammoth Lakes Housing to track compliance with those requirements. The structure requires significant renovation in order to become habitable and the regulatory agreement provides the developer 24 months (i.e., until October of 2021) to conduct those renovations, with the possibility of extension by mutual agreement. The developer has made progress towards renovation, including obtaining demolition permits from the Town, conducting demolition in accordance with those permits and putting the remodel portion of the work out to bid. Unfortunately, timing fell right in the middle of the COVID crisis and bids received were quite high. As a result, the developer has decided to conduct further demolition (so that potential bidders won't have to contend with uncertainty as to what may be hidden in walls, etc.) and the put the work out to bid again. Mammoth Lakes Housing is engaged with the developer on these processes.

#### The Housing Choice Voucher (Section 8) Housing Program

The housing choice voucher program (Section 8) is the federal government's major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments. Housing choice vouchers are administered locally by public housing agencies (PHAs). The PHAs receive federal funds from the U.S. Department of Housing and Urban Development (HUD) to administer the voucher program. A family that is issued a housing voucher is responsible for finding a suitable housing unit of the family's choice where the owner agrees to rent under the program. A housing subsidy is paid to the landlord directly by the PHA on behalf of the participating family. The family then pays the difference between the actual rent charged by the landlord and the amount subsidized by the program. Under certain circumstances, if authorized by the PHA, a family may use its voucher to purchase a modest home.

As of January 1, 2012, Stanislaus County Housing Authority has been the Mono County Public Housing Agency and operates the Section 8 Housing program for Mono County. The Stanislaus County Housing Authority was invited on June 3 to participate in this meeting and provide a report to the Board on its activities and administration of the program.

New funding available under Section 8 for qualifying persons with disabilities is being discussed by the Eastern Sierra Continuum of Care coalition.



**OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS**

**HOUSING AUTHORITY AGENDA REQUEST**

Print

<b>MEETING DATE</b>	June 15, 2021	<b>DEPARTMENT</b>	
<b>ADDITIONAL DEPARTMENTS</b>			
<b>TIME REQUIRED</b>	45 minutes	<b>PERSONS APPEARING BEFORE THE BOARD</b>	Bentley Regehr, Planning Analyst
<b>SUBJECT</b>	Housing Policy Discussion		

**AGENDA DESCRIPTION:**

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Workshop and discussion on policy changes related to housing.

**RECOMMENDED ACTION:**

None (informational only). Provide any desired direction to staff.

**FISCAL IMPACT:**

None.

**CONTACT NAME:** Bentley Regehr

**PHONE/EMAIL:** 760-924-4602 / bregehr@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR **PRIOR TO 5:00 P.M. ON THE FRIDAY 32 DAYS PRECEDING THE BOARD MEETING**

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">staff report</a>

**History**

Time	Who	Approval
6/10/2021 8:27 AM	County Counsel	Yes
6/10/2021 9:13 AM	Finance	Yes
6/10/2021 10:36 AM	County Administrative Office	Yes

# Mono County Housing Authority

---

P.O. Box 347  
Mammoth Lakes, CA 93546  
(760) 924-1800, fax 924-1801  
commdev@mono.ca.gov

P.O. Box 8  
Bridgeport, CA 93517  
(760) 932-5420, fax 932-5431  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

June 15, 2021

**To: Mono County Housing Authority**

**From:** Bentley Regehr & Wendy Sugimura – Community Development  
Patricia Robertson – Mammoth Lakes Housing

**Re: HOUSING POLICY DISCUSSION ITEMS**

## **RECOMMENDATION**

Conduct policy discussion, identify policies of interest, identify the highest priority policies, and provide any desired direction to staff.

## **DISCUSSION**

Community Development is exploring updates to current policy with the goal of removing barriers to housing stock development in the county over a variety of income levels. The purpose of today's discussion is to workshop or "brainstorm" items. Any changes to the Land Use Element must be made through the standard General Plan Amendment process, which includes optional workshops with Regional Planning Advisory Committees, compliance with the California Environmental Quality Act (CEQA), a public hearing before the Planning Commission, and a public hearing before the Board of Supervisors.

Given the process and limited staff capacity, these policy items are longer term projects and the more components that are included, the longer the entire process is likely to take. Unless any policy items are identified to be a priority over the others, staff recommends identifying the policy items of interest and bringing them to the RPACs first to assess which ones are "low-hanging fruit," and then focusing on those first.

The following items are proposed for discussion:

**a) Allowing one RV as an employee long-term unit for parcels designated as Commercial (C).**

Recreational Vehicles (RVs), from a planning perspective, are defined as any unit that is not on a permanent foundation and may include traditional wheeled vehicles or tiny homes. RVs may only be used as a permanent residence in Rural Resort (RU) and Rural Mobile Home (RMH) land use designations through Use Permit. Staff is proposing that this allowance be expanded to include up to one RV in the Commercial, Mixed Use, and Commercial Lodging land use designations to provide workforce housing for a business located on the same site on either a temporary (180 days) or long-term basis. By only allowing one RV as a residence per parcel, the proposal would also avoid jurisdictional authority from the California Department of Housing and Community Development (HCD). Projects of two or more RV units must receive approval through HCD.

A process (Director Review or Use Permit) has not been determined for the potential policy change. Any approval would need to meet all requirements from the Planning Division, Building Division, and Environmental Health.

**b) Adding housing as a permitted use in the Specific Plan (SP) Land Use Designation.**

The SP designation is intended to provide for planned development in areas outside existing communities, or on large parcels of land within or adjacent to existing communities. Permitted uses are defined through the specific plan process on a case-by-case basis. Specifically adding housing as a permitted use would allow for a certain amount of housing in all Specific Plan parcels outright, without the need for a discretionary process.

There is flexibility to call out the types and number of units that may be permitted outright. For example, the Multi-Family Residential (MFR) land use designations allow for up to three units without discretionary review, but projects of four or more units require a Use Permit. Under CEQA, a project of no more than four units may be eligible for an exemption (§15303(b)); more units would trigger an environmental impact analysis.

**c) Adding duplexes as a permitted use in the following Land Use Designations: Estate Residential (ER), Rural Residential (RR), and Single Family Residential (SFR)**

Currently, the ER, RR, and SFR Land Use Designations only allow for one single-family residence, one detached accessory dwelling unity (ADU), and one Junior ADU (attached, less than 500 square feet with separate cooking facilities) per parcel. Allowing for duplexes would increase the potential density in many of the county's communities. The potential impacts to infrastructure capacity have not been determined, but may be evaluated under the California Development Block Grant (CDBG) that was recently awarded to the County.

**d) Compliance with SB 35 State Affordable Housing Streamlining provisions**

Senate Bill (SB) 35, Chapter 366, Statutes of 2017 requires jurisdictions not meeting their Regional Housing Needs Assessment (RHNA) for the reporting period and/or not submitting Annual Progress Reports (APRs) to provide a streamlined ministerial approval process for certain housing projects meeting affordability criteria. The State Department of Housing and Community Development annually issues an "SB 35 Statewide Determination Summary" (for the 2020 determination, visit <https://www.hcd.ca.gov/community-development/accountability-enforcement/docs/sb35determinationsummary10012020.pdf>). Mono County is on the list of jurisdictions that have made insufficient progress toward Very Low and Low income RHNA and is therefore subject to the streamlined ministerial approval process for proposed developments with at least 50% affordability.

Mono County has historically been unsuccessful enticing applicants to include any affordable units in projects, much less 50% affordability. In 2020, the Community Development Department received the first project application in current staff's institutional memory proposing one affordable housing unit at the "Low income" level out of a total of 12 units for 8% project affordability. The likelihood of receiving a project with 50% affordability is extraordinarily low and, given staff capacity constraints and priorities, no ministerial approval process has been developed yet for applicable projects. However, developing this approval process could be elevated as a policy priority.

Mono County files its APR with HCD on a timely basis every year. See the May 4, 2021, Mono County Board of Supervisors meeting agenda for a discussion of the APR (<https://agenda.mono.ca.gov/agendapublic/CoverSheet.aspx?ItemID=13262&MeetingID=780>).

**e) Developing an acquisition loan program for nonprofit developers to help them acquire and deed restrict existing multifamily properties.**

One tool to preserve affordability without having to create new housing units is to subsidize the of purchase of market-rate multifamily units/projects, potentially by a non-profit developer, and then deed restrict them to certain income levels. The Board should discuss if this is a tool that could be added to the toolbox for addressing workforce housing and housing affordability in Mono County.

Community Development Department staff does not develop or administer finance programs for housing projects and would defer to the Finance Department or the future Housing Coordinator on staff capacity to pursue this program. The understanding is that no staff capacity is available at this time. An ongoing funding source would need to be identified as well. Staff recommends the Housing Authority provide feedback on interest in and priority level of this program, but that any action be deferred until the Housing Coordinator has been hired and a fully functional program can be developed within the larger housing and funding strategies of the County.

**f) Consider adoption of a density bonus policy that goes above and beyond the state's mandated policy.**

Currently, the County relies on the State's mandated minimum. The County has one current proposal that is utilizing a density bonus, but no other recent projects have had a density bonus. Density bonuses are often used in exchange for a percentage of deed restricted units.

**g) Consider the ability for multi-family developments to add more ADUs than currently allowed by the state and reflected by proposed revisions to Chapter 16 of the Land Use Element.**

The current proposed allowances under Chapter 16 for multi-family developments are:

- i. A maximum of two detached accessory dwelling units located on a lot with an existing multifamily dwelling.
- ii. In existing multifamily dwelling structures, the conversion of areas not used as livable space including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, into one or more accessory dwelling units as long as each unit complies with state building standards for dwellings. An existing multifamily unit is allowed at least one accessory dwelling unit or up to, and not exceeding, 25 percent of the existing multifamily dwelling units.