



AGENDA

MONO COUNTY HOUSING AUTHORITY

STATE OF CALIFORNIA

Meeting Location: Mono Lake Room, 1st Fl., County Civic Center, 1290 Tavern Rd., Mammoth Lakes, CA 93546

July 19, 2022

TELECONFERENCE INFORMATION

This meeting will be held both in person and via teleconferencing with some members of the Board possibly attending from separate teleconference and remote locations. As authorized by AB 361, dated September 16, 2021, a local agency may use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and local officials have recommended or imposed measures to promote social distancing or the body cannot meet safely in person and the legislative body has made such findings. Teleconference locations will be available to the public:

1. First and Second Meetings of Each Month in the Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546;
2. Third Meeting of Each Month in the Mono County Courthouse, Second Floor Board Chambers, 278 Main Street, Bridgeport, CA. 93517;
3. Zoom Webinar. Members of the public may participate 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=b21d2c0e-afd4-4b87-abd6-670650570ea1

To join the meeting by computer: Visit <https://monocounty.zoom.us/j/86054801671> Or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 860 5480 1671.

To provide public comment, press the "Raise Hand" button on your screen. To join the meeting by telephone: Dial (669) 900-6833, then enter Zoom Webinar ID 860 5480 1671. To provide public comment, 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 the Clerk of the Board at (760) 932-5530 or bos@mono.ca.gov. 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 online at <http://monocounty.ca.gov/bos>. 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 and online.

11:00 AM 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. Housing Authority Minutes

Departments: Clerk of the Board

Approval of the Housing Authority Minutes from June 15, 2021, Meeting of the Mono County Housing Authority.

Recommended Action: Approve the Housing Authority Minutes from June 15, 2021, Meeting of the Mono County Housing Authority.

Fiscal Impact: None.

B. Housing Authority Purpose

Departments: CAO and Community Development

30 minutes

(Sanjay Choudhrie, Housing Opportunities Manager) - Presentation by Sanjay Choudhrie and Wendy Sugimura regarding the purpose and function of the Housing Authority.

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

Fiscal Impact: None.

C. Market Report: Building Permit Report

Departments: Community Development

15 minutes

(Michael Jones, Permit Technician) - Presentation by Michael Jones regarding 2021 building permit data.

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

Fiscal Impact: None.

D. Housing Programs

Departments: Community Development

45 minutes

(Bentley Regehr, Planning Analyst) - Presentation by County housing staff on the status of housing programs.

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

MEETING DATE	July 19, 2022	DEPARTMENT	
ADDITIONAL DEPARTMENTS			
TIME REQUIRED		PERSONS APPEARING BEFORE THE BOARD	
SUBJECT	Housing Authority Minutes		

AGENDA DESCRIPTION:

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

Approval of the Housing Authority Minutes from June 15, 2021, Meeting of the Mono County Housing Authority.

RECOMMENDED ACTION:

Approve the Housing Authority Minutes from June 15, 2021, Meeting of the Mono County Housing Authority.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 760-932-5535 / despinosa@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:

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[Board Minutes](#)

History

Time	Who	Approval
7/13/2022 3:40 PM	County Counsel	Yes

7/14/2022 3:51 PM

Finance

Yes

7/15/2022 12:15 PM

County Administrative Office

Yes



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

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

June 15, 2021

Backup Recording	Zoom
Minute Orders	M21-01
Resolutions	None
Ordinance	None

TELECONFERENCE INFORMATION

2:09 PM Meeting Called to Order by Chair Kreitz.

*Supervisors Present: Corless, Duggan, Gardner, Kreitz, and Peters (all attended via teleconference).
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 led by CAO Lawton.

1 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

2. AGENDA ITEMS

A. Minutes - January 21, 2020

Departments: Clerk of the Board

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

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

Corless motion. Gardner seconded.

Vote: 5 yes, 0 no

M21-01

Note:

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

B. 2020 Building Permit Statistics

Departments: Community Development

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

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

Michael Jones, Permit Technician:

- Presented Item
- Provided Presentation

Supervisor Gardner:

- Question – where are the manufactured homes located?
Michael – Tri-Valley area

Supervisor Duggan:

- How much actual building is going on due to high costs? Are people building or sitting on permits?

Wendy Sugimura, Community Development Director:

- Single Family Homes: People are following through on building
- Planning Permits/Subdivision: taking longer to complete

C. Report on Mono County Housing Programs

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

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

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

Wendy Sugimura, Community Development Director:

- Provided Overview of Programs and Background
- Discussed Funding & Programs
- Discussed Grants

Kathy Peterson, Social Services Director:

- Birch Creek condos update
- Project Room Key – IMACA
- Rehousing strategy – for assistance with getting trailers to Walker/Coleville area

Patricia Robertson, MLH Executive Director:

- Discussed Programs
- Deed Restrictive Revolving Loan Fund
- Home Ownership Program

Bob Lawton, CAO:

- Provided an update Housing Coordinator recruitment update

Supervisor Corless:

Note:

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

- Thanked staff for updates

Chair Kreitz:

- When will we be receiving a new allocation from the SB2 fee?
- First Time Buyer Program, is funding still available?
- Outreach – Justin Caporusso

D. Housing Policy Discussion

Departments: Community Development

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

Action: None.

Wendy Sugimura, Community Development Director:

- Provided Overview and Introduced Item
- Discussed Deed Restriction amount
- Presented SB35 Item
- Discussed RV permitting
- Discussed Tiny Home permits – wheels vs non-wheels
- Will provide quarterly updates to the Board of Supervisors

Bentley Regehr, Planning Analyst:

- Presented Item
- Discussed Policy Items
- APR Report is posted on website
- Discussed income levels
- Presented Remainder Policy Items
- Looking for feedback from the Supervisors

Patricia Robertson, MLH Executive Director:

- Presented - Item E: Developing an Acquisition Loan Program for Non-Profit Developers
- Developing Acquisition Program
- Clarifies loan details
- Rent Assistance

Supervisor Gardner:

- Ideal Situation – in Mammoth Lakes if this program was in place?
- Where does the County come into play? *Loan would come from the County*
- Housing Problem – Concerned – How do we make sure that RV's are healthy and safe?
- In support of and the board should move ahead
- Requests quarterly update – just so they are looking at this more frequently

Chair Kreitz:

- Project Room Key – discusses shortage of hotels
- In support, study is not needed

Supervisor Corless:

Note:

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

- In support of this item
- Are there any standards for RV safety?

Supervisor Duggan:

- Tiny homes – not on wheels

Supervisor Peters:

- Employee Housing – suggested acquired used trailers (Forest Service)

County Counsel Simon:

- Will need to be an agenda item at a regular board meeting

ADJOURNED AT 3:42 PM.

ATTEST

**JENNIFER KREITZ
CHAIR OF THE BOARD**

**QUEENIE BARNARD
SENIOR DEPUTY CLERK OF THE BOARD**



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

HOUSING AUTHORITY AGENDA REQUEST

Print

MEETING DATE	July 19, 2022	DEPARTMENT	
ADDITIONAL DEPARTMENTS			
TIME REQUIRED	30 minutes	PERSONS APPEARING BEFORE THE BOARD	Sanjay Choudhrie, Housing Opportunities Manager
SUBJECT	Housing Authority Purpose		

AGENDA DESCRIPTION:

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

Presentation by Sanjay Choudhrie and Wendy Sugimura regarding the purpose and function of the Housing Authority.

RECOMMENDED ACTION:

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

FISCAL IMPACT:

None.

CONTACT NAME: Sanjay Choudhrie

PHONE/EMAIL: 760-924-5406 / schoudhrie@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
<input type="checkbox"/> Staff Report
<input type="checkbox"/> 1 R05-094 Establishing HA
<input type="checkbox"/> 2 HA Bylaws

History

Time	Who	Approval
7/13/2022 3:39 PM	County Counsel	Yes
7/14/2022 3:51 PM	Finance	Yes
7/15/2022 12:18 PM	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

Date: July 19, 2022

To: Mono County Housing Authority

From: Wendy Sugimura, Community Development
Sanjay Choudhrie, Housing Opportunities Manager
Bentley Regehr, Community Development

Subject: Mono County Housing Authority Purpose & Future

Recommended Action:

Discuss the existing structure of the Housing Authority and provide any desired direction to staff.

Fiscal Impact:

Costs to staff the Housing Authority and programs, and costs of any programs run by the Housing Authority.

Discussion:

The Mono County Housing Authority was established in 2005 in response to the need for workforce housing (Attachments 1 and 2). The Board of Supervisors currently serves as the Housing Authority Board and staffing is absorbed by the Community Development and Finance Departments, although a broader cross section of departments participates in housing issues including Behavioral Health and Social Services. The Housing Opportunities Manager position has recently been filled and will be taking over the lead staffing role for the Housing Authority. Funding is limited to general funds and revenues from the recently adopted Housing Mitigation Ordinance (which went into effect on Feb. 10, 2020) if allocated by the County, and grant awards.

In a brief review of other counties' Housing Authority structures, county staff typically participates in and assists with policies, ordinances, and review of proposed development projects and other activities, but is not the primary or sole Housing Authority staff. Housing Authorities, or other similar entities, have jurisdictional authority and mission statements separate from the county, and typically have their own dedicated staff. Mission statements vary, but often Housing Authorities implement programs such as housing development projects (project development, financing, construction); property acquisition and sales; affordable housing rental management; public-private housing partnerships; Section 8 voucher administration; and deed restriction monitoring.

The County, on the other hand, has prioritized housing programs (see agenda item later in the meeting) which consists largely of programs that may facilitate or incentivize the private sector to pursue affordable housing projects. However, the hard reality is that these programs have limited impacts on project cost and only provide indirect assistance. In addition, developers interested in these affordable housing projects are rare in the county, which means the affordable housing dynamic is missing the private-sector side of the equation. Past direction from the Board of Supervisors is that Mono County should not be a landlord or property manager, and the County has neither the expertise nor capacity to build and/or manage affordable housing projects and properties. The situation may have changed

somewhat due to the addition of the Housing Opportunities Manager, but this staff role is still being developed.

The Mono County Housing Authority, or a similar entity (joint powers authority, non-profit organization, etc.), can help bridge the gap between County services and the delivery of physical units. However, the Housing Authority as it currently exists is an empty vessel with no dedicated staffing or programming, and the little activity that occurs represents the extent of current staffing capacity. To add significant new activities or programs, additional new staff capacity would be required.

In the coming year, the Housing Opportunities Manager will be reviewing the role and purpose of the Housing Authority, and how to reconfigure or modify it to meet Mono County's housing program needs. Therefore, at this time, the recommendation is to retain the Housing Authority and provide any direction on how to modify it to meet needs.

Please contact Wendy Sugimura, Community Development Director, at (760) 924-1814 or wsugimura@mono.ca.gov with any questions.

Attachments:

1. Resolution Establishing the Mono County Housing Authority
2. Housing Authority Bylaws



RESOLUTION NO. 05- 094

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
DECLARING THE NEED FOR A HOUSING AUTHORITY AND
ESTABLISHING THE MONO COUNTY HOUSING AUTHORITY**

WHEREAS, authority for the establishment of a county housing authority is set forth in the Housing Authorities Law pursuant to Health and Safety Code Sections 34200 et seq.; and

WHEREAS, the Board of Supervisors finds and declares that there is need for the Mono County Housing Authority to function to provide for housing available for lower and moderate income persons residing and working within Mono County; and,

WHEREAS, the Board of Supervisors finds, pursuant to Health and Safety Code Section 34242(b), that there is a shortage of safe or sanitary dwelling accommodations within Mono County that are available to persons of low income at rentals that they can afford, and that these findings are based on the findings set forth in the Housing Element of the Mono County General Plan and in a housing needs assessment prepared by The Housing Collaborative, LLC; and

WHEREAS, the Board of Supervisors declares that there shall be five commissioners appointed as commissioners of the Mono County Housing Authority, that the Board of Supervisors shall be the commissioners of the Mono County Housing Authority pursuant to Health and Safety Code Section 34290; that all of the rights, powers, duties, privileges and immunities vested by the Housing Authorities Law in the commissioners of the Mono County Housing Authority shall be vested in the Board of Supervisors; that there are presently no tenants of the Mono County Housing Authority, and at such time as the Mono County Housing Authority has tenants, there shall be appointed two such tenants as commissioners to the Mono County Housing Authority;

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF MONO COUNTY
RESOLVES** as follows:

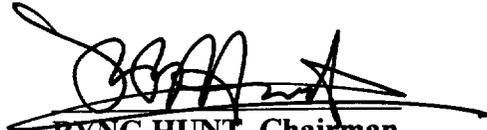
1. The Board of Supervisors declares the need for the establishment of a Mono County Housing Authority and hereby establishes the Mono County Housing Authority; and

2. The Board of Supervisors declares that the Board of Supervisors shall be the commissioners of the Mono County Housing Authority and shall be vested with all of the rights, powers, duties, privileges and immunities vested by the Housing Authorities Law in the commissioners of the Mono County Housing Authority.

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APPROVED AND ADOPTED this 8th day of November, 2005, by the following vote:

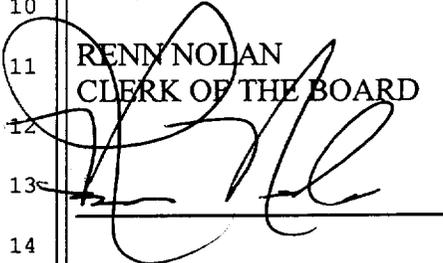
AYES : Supervisors Bauer, Cecil, Farnetti, Hazard, Hunt.
NOES : None.
ABSTAIN : None.
ABSENT : None.



BYNG HUNT, Chairman
Board of Supervisors
County of Mono

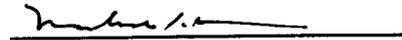
ATTEST:

RENNY NOLAN
CLERK OF THE BOARD



APPROVED AS TO FORM:

MARSHALL RUDOLPH
COUNTY COUNSEL



**FIRST AMENDED BYLAWS OF THE
HOUSING AUTHORITY
OF THE COUNTY OF MONO
STATE OF CALIFORNIA**

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE COUNTY OF MONO:

That the Housing Authority of the County of Mono, State of California, was created by resolution of the Mono County Board of Supervisors on November 8, 2005, authorized in accordance with the provisions of the Housing Authorities Law of the State of California, set forth in Sections 34240 et seq. of the California Health and Safety Code, and is therefore now legally recognized to transact business and exercise its powers within its area of operation and authority as defined by the Housing Authorities Law and any amendments thereto.

ARTICLE I - THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be Housing Authority of the County of Mono.

Section 2. Seal of Authority. A Seal of the Authority may be created and shall be in the form as determined by resolution of the Board, and shall bear the name of the authority and the year of its organization.

Section 3. Office of Authority/Meeting Place. The principal office of the Authority shall be in the office of the Community Development Department, or at such other location as determined by resolution of the Authority. The principal meeting place of the Authority shall be in the Boardroom of the Mono County Board of Supervisors located within the Bridgeport Courthouse at Courthouse, Main Street, Bridgeport, California, 93517. The Board of Commissioners may hold its meetings at such other places as it may from time to time designate.

Section 4. Board of Commissioners. The Board of Commissioners (hereinafter the Board) shall be comprised of the Board of Commissioners as appointed or declared by the Mono County Board of Supervisors in accordance with the applicable provisions of the Housing Authorities Law. The Board shall be comprised of the Mono County Board of Supervisors as provided in Health and Safety Code section 34290(a) until such time that the Mono County Board of Supervisors declares otherwise.

ARTICLE II - OFFICERS

Section 1. Officers. The Officers of the Board shall be a Chairman and a Vice-Chairman. Ex-officio positions acting as its staff shall include an Executive Director who shall act as Secretary of the Board, unless the Board otherwise determines that the Clerk of the Board of Supervisors, or some other designated person, shall act as the Secretary.

Section 2. Chairman. The Chairman shall initially be selected by the Mono County

Board of Supervisors. Successor Chairmen shall be selected annually by the Board of Commissioners at the Board=s annual meeting. The Chairman shall preside at all meetings of the Board. Except as otherwise authorized by resolution of the Board, or pursuant to the provisions of these Bylaws, the Chairman shall sign all contracts, deeds, and other instruments made by the Board. At each meeting, the Chairman shall submit such recommendations and information as he or she may consider proper concerning the business affairs and policies of the Authority. When so directed by the Board, outgoing correspondence will meet with the approval of the Chairman of the Board.

Section 3. Vice-Chairman. A Vice-Chairman shall be elected by the Board of Commissioners and shall perform the duties of the Chairman in the absence of the Chairman; and in the case of the resignation, incapacity or death of the Chairman shall perform such duties as are imposed on the Chairman until such time as the Board selects a new Chairman.

Section 4. Executive Director. The Board may appoint an Executive Director of the Authority who shall serve at the pleasure of the Board. The Executive Director shall have general management and supervision over the administration of the business and affairs of the Authority. The Executive Director shall keep, or cause to be kept, the records of the Authority; shall act as Secretary of the meetings of the Board and record all votes; shall keep a record of the proceedings of the Board in a journal of proceedings to be kept for such purpose; and perform all duties incident to that office. The Executive Director shall keep in safe custody the Seal of the Authority, if any, and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the Board.

The Executive Director shall also be the Treasurer of the Authority; shall have the care and custody of all funds of the Authority; and shall ensure the deposit in the name of the Authority in such bank or banks as the Authority may select. The Executive Director shall sign or direct to be signed all orders or checks for the payment of money and shall disburse such money under the direction of the Board. All checks of the Authority shall be signed by any two of the following: Chairman of the Board, Vice-Chairman of the Board, Executive Director, all of whom shall be bonded for faithful performance of their duties, as required by the Board, unless the Board determines and declares that this requirement be waived. The Executive Director shall cause to be kept regular books of account showing receipts for expenditures and shall render to the Board at each regular meeting, or at the request of the Board, an account of the transactions of the Authority and the financial condition of the Authority. The Executive Director may, subject to Board approval, designate a Deputy Director or Acting Director, to be in charge during the Executive Director=s absence or when the business of the Authority will be best served by that designation.

Section 5. Additional Duties. The officers of the Authority shall perform such lawful duties and functions as may from time to time be required by the Board, the Bylaws, or any rules and regulations enacted by the Authority.

Section 6. Election of Officers. The Chairman and Vice-Chairman shall be elected at the Annual Meeting of the Board from among the Commissioners of the Authority and shall hold

office for one year or until their successors are elected and qualified.

Section 7. Vacancies. Should the Office of the Chairman or Vice-Chairman become vacant, the Board shall elect a successor from its membership, and such election shall be for the unexpired term of said office. When the office of the Executive Director becomes vacant, the Board shall appoint a successor.

Section 8. Additional Personnel. The Authority may, from time to time, employ such personnel as it deems necessary to exercise its powers, duties, and functions as prescribed by the Housing Authorities Law of the State of California and all other laws of the State of California, and all federal laws, applicable to the Authority. The selection and compensation of such personnel, including the Executive Director, shall be determined by the Authority, subject to all applicable laws and any adopted personnel rules and regulations of the Authority.

Section 9. Indemnification of Commissioners, Officers, and Employees. The Authority shall be authorized to pay attorneys, accountants, and such other special or expert services as may be required and approved by the Board and shall be authorized to pay the expenses and costs of any legal proceeding or action of any nature against the Authority, its Commissioners, Officers, or employees, when such actions arise out of an act or omission occurring within the scope of their duties, and in accordance with the Housing Authority's bylaws, policies, and applicable laws.

The Authority shall be authorized, in accordance with applicable laws and regulations, to indemnify any Commissioner, Officer, or employee of the Authority for any judgment obtained against such person arising out of an act or omission occurring within the scope of his or her duties to the Authority, but in no case shall any person be indemnified when there is an adverse judgment against that person for embezzlement, misappropriation of funds, or engaging in any criminal act or any act not authorized by the Authority. The Authority is authorized to, and may in its sole discretion, supply such indemnification by means of policies of insurance if the same is available.

Section 10. Compensation. The Board shall receive that amount of compensation set forth in Section 34274 of the Health and Safety Code if the Board authorizes such compensation by resolution of the Board.

ARTICLE III – MEETINGS

Section 1. Annual Meetings. The Annual Meeting of the Board shall be held at the principal place of meetings, unless otherwise designated by the Board, on the second Tuesday in the month of March at a designated time in the afternoon following the meeting of the Mono County Board of Supervisors.

Section 2. Regular Meetings. The Board shall hold one regular meeting each year at the same time as the Annual Meeting. The regular meeting of the Board shall be held at the principal meeting place of the Board on the second Tuesday in March at a designated time in the afternoon following the meeting of the Mono County Board of Supervisors.



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

HOUSING AUTHORITY AGENDA REQUEST

Print

MEETING DATE	July 19, 2022	DEPARTMENT	
ADDITIONAL DEPARTMENTS			
TIME REQUIRED	15 minutes	PERSONS APPEARING BEFORE THE BOARD	Michael Jones, Permit Technician
SUBJECT	Market Report: Building Permit Report		

AGENDA DESCRIPTION:

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

Presentation by Michael Jones regarding 2021 building permit data.

RECOMMENDED ACTION:

None (informational only). 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
<input type="checkbox"/> staff report
<input type="checkbox"/> 2021 Building Permit Statistics

History

Time

Who

Approval

7/12/2022 10:02 AM	County Counsel	Yes
7/14/2022 3:51 PM	Finance	Yes
7/15/2022 12:18 PM	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

Date: July 19, 2022

To: Honorable Chair and Members of the Housing Authority

From: Michael Jones, Community Development Permit Technician

Subject: **2021 Building Permit Statistics**

Recommended Action: Provide any desired direction to staff.

Fiscal Impact: None.

Discussion:

A total of 279 permits were issued in the 2021 calendar year. Of these, 29 were single family residential units. Breaking it down further, 13 (or 45%) were for new manufactured homes and 16 (or 55%) were for new conventional light frame construction. For comparison, a total of 222 permits were issued in the 2020 calendar year. Of these, 18 were single family residential homes with 9 being manufactured and 9 being conventional light frame construction. This calculates to be nearly a 20% increase in single family residence permits issued between 2020 and 2021.

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 2021 was approximately \$12.3 million. Compared to approximately \$10.7 million in 2020, the total valuation for single family residences increased by 13% in 2021.

In 2021, approximately \$375,840 was collected for permit and plan check fees compared to approximately \$292,302 in 2020. This calculates to be a 22% increase in permit fee payments received between 2020 and 2021.

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. The Mountain View Fire rebuild efforts have recorded a total of 6 Single Family Residence permits in 2021, all of which have been for manufactured homes, but more are expected as recovery ramps up. Since the start of the 2022 we have only issued 1 single family residence permit which was for conventional light frame construction. No additional single family residence permits have been issued thus far in 2022. This number should continue to grow as property sales in the area are finalized or insurance related concerns for affected homeowners are resolved.

For 2022, permit data through May indicates some unique growth activity. Only 78 permits so far this year have been issued so far initially indicating a decline, but the overall project valuation of those permits represents an actual increase in average permit valuations. This year the valuation figures of the mentioned 78 issued permits total \$7 million. Compared to the YTD numbers for 2021 (116 issued permits totaling \$3.8 million) the average overall permit valuation appears to have increased by nearly 46% this year. As a dollar value figure, average permit valuations have increased by nearly \$56,984 in 2022.

This report has been reviewed by the Community Development Director.

Attachments: 2021 Building Permit Statistics slide deck

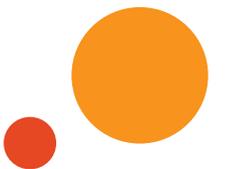
Mono County Community
Development

2021 Building Permit Statistics

July 12th, 2022

Overview

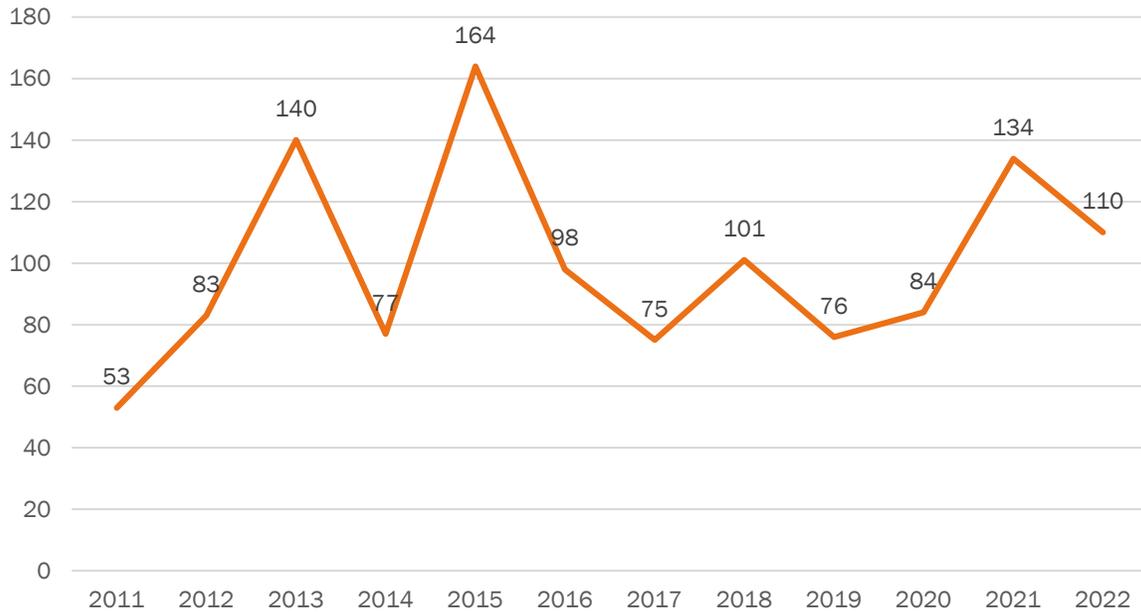
- YTD Permit Application Data (2011 – 2022)
 - Application Submitted
 - Total Valuations
- Annual Permit Application Data (2011 – 2022)
 - Applications Submitted
 - Total Valuations
- Annual Issued Permit Data (2011 – 2022)
 - Permits Issued
 - Total Valuations
- Monthly Issued Permit Data (2019 – 2022)



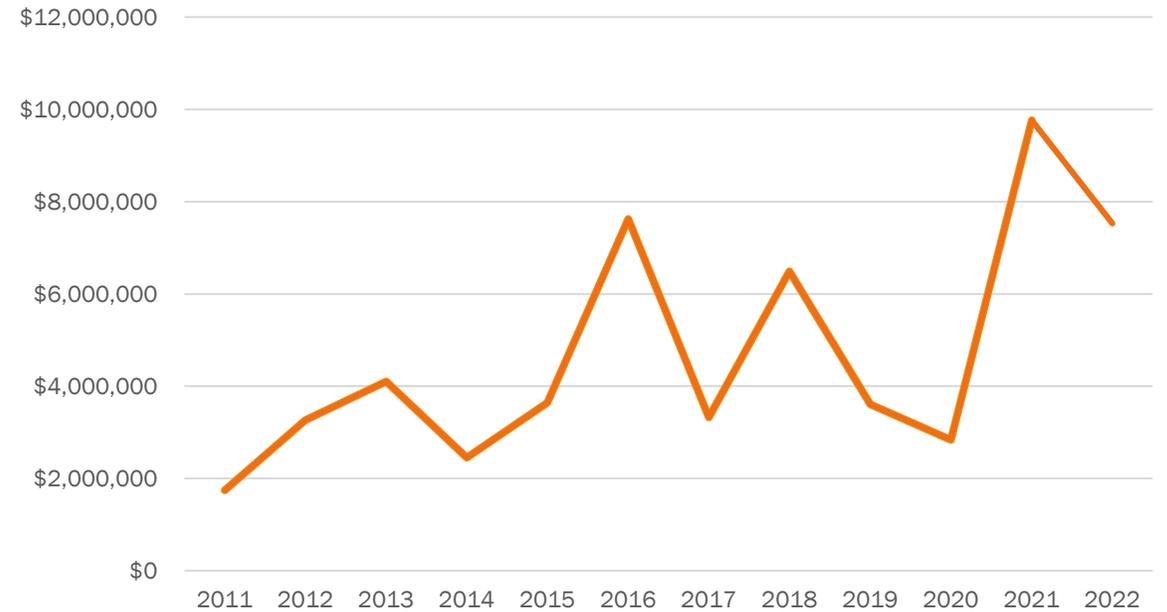
YTD Permit Applications

Jan 1 – May 31 (2011 – 2022)

YTD Permit Applications Submitted

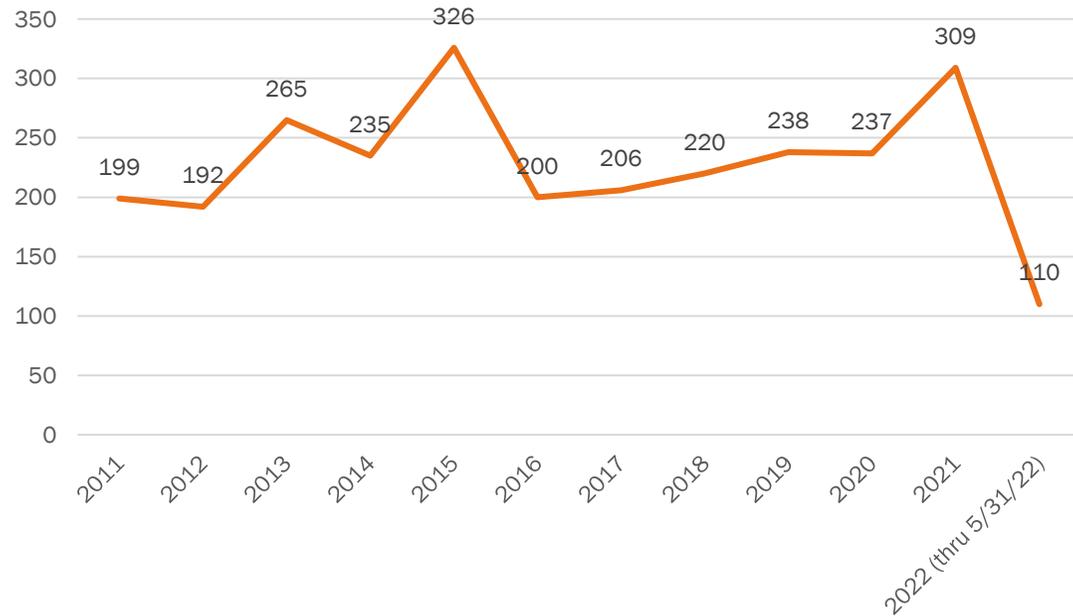


YTD Total Valuation

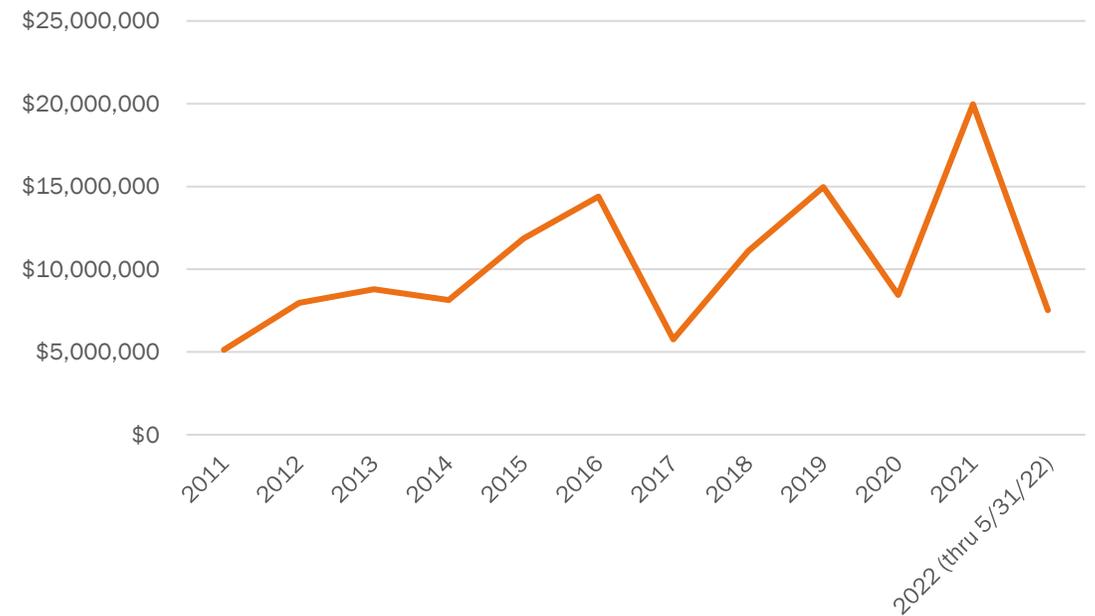


Permit Applications Received 2011 - 2022

Permit Applications Received

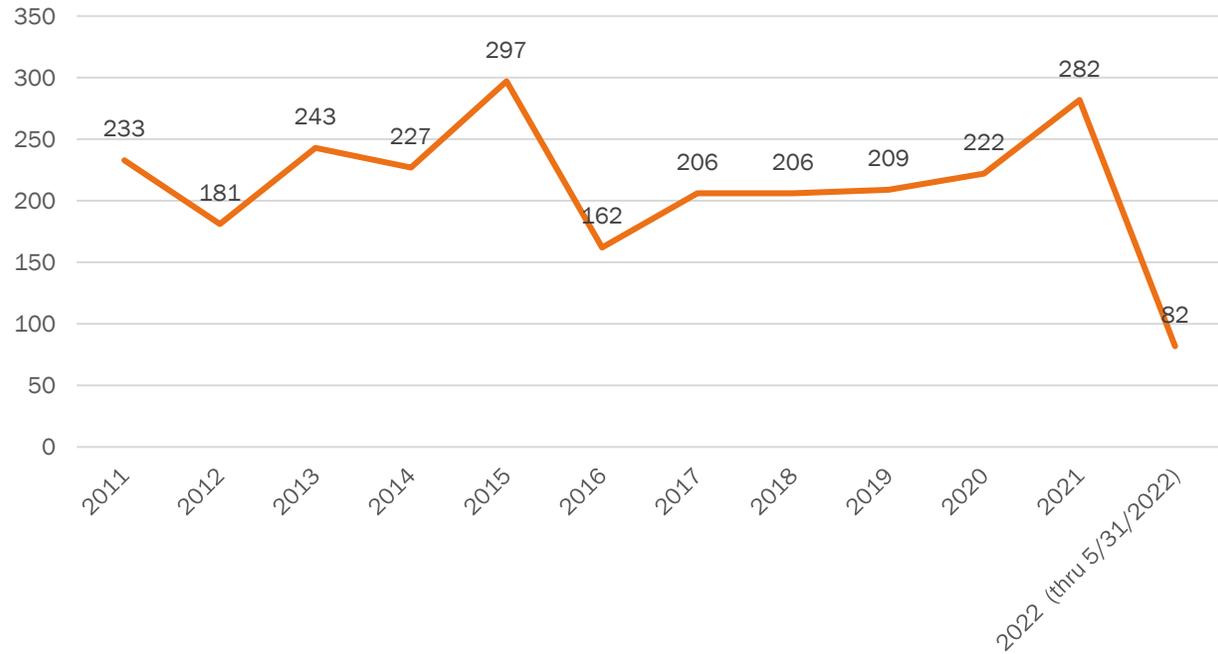


Permit Applications Valuation

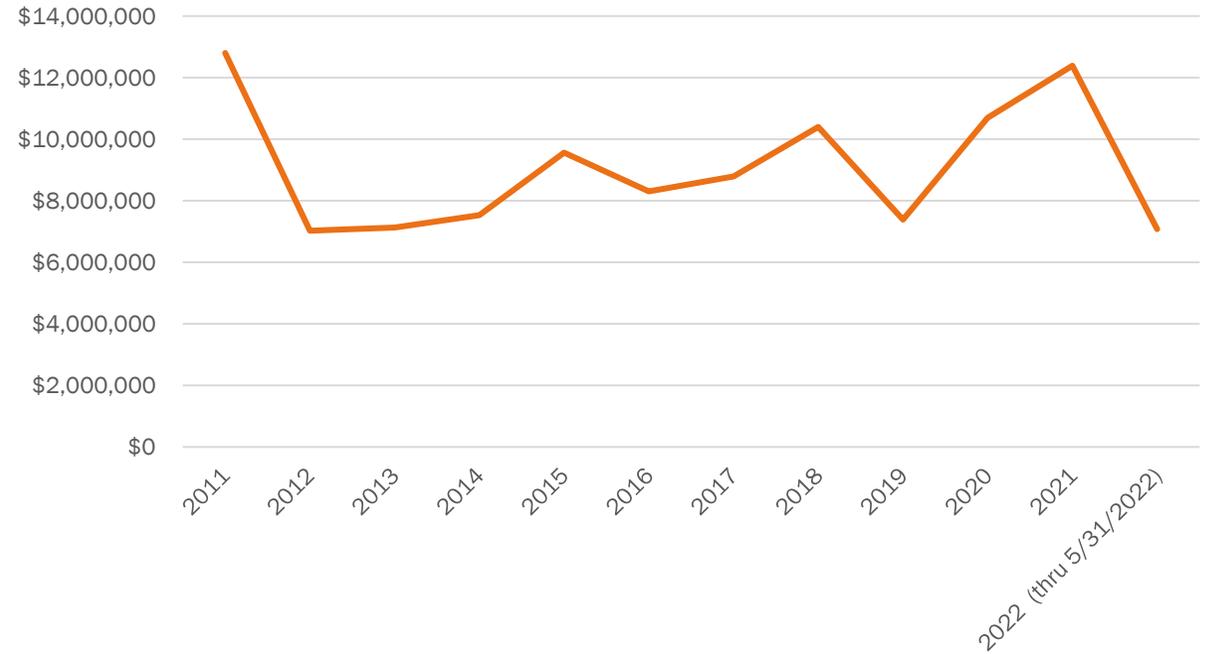


Permits Issued 2011 – 2022

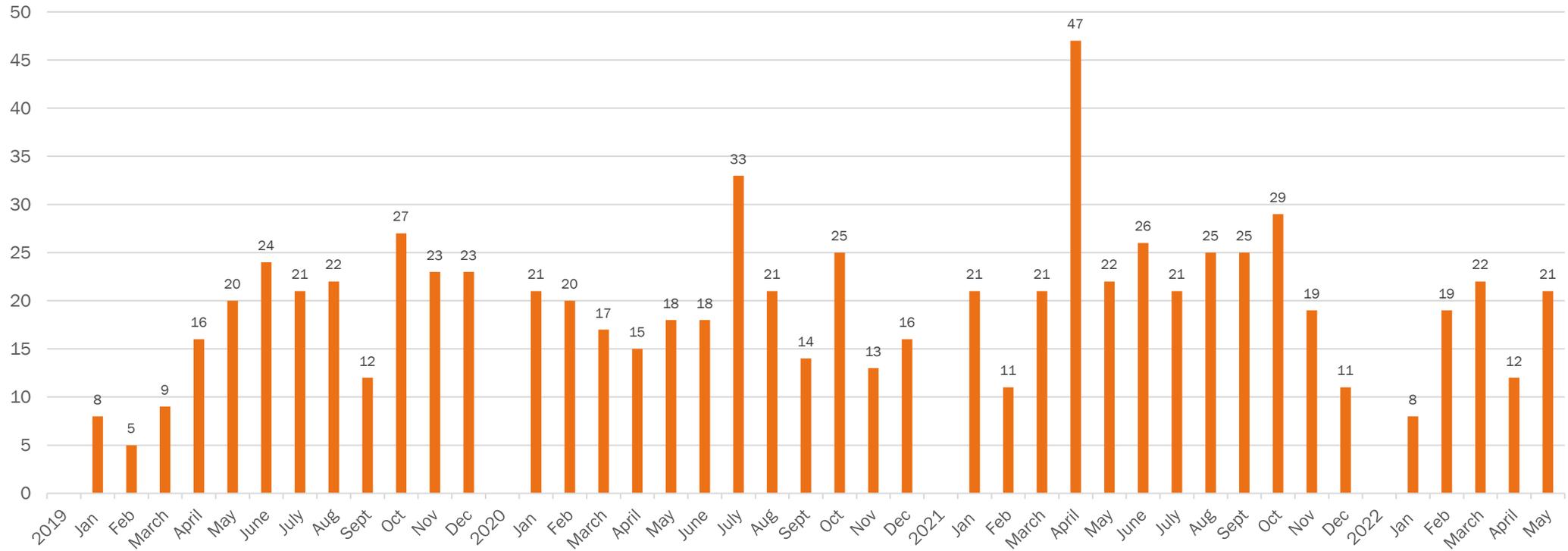
Permits Issued



Issued Permit Valuations



Permits Issued Monthly (2019 – 2022)





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

HOUSING AUTHORITY AGENDA REQUEST

Print

MEETING DATE	July 19, 2022	DEPARTMENT	
ADDITIONAL DEPARTMENTS			
TIME REQUIRED	45 minutes	PERSONS APPEARING BEFORE THE BOARD	Bentley Regehr, Planning Analyst
SUBJECT	Housing Programs		

AGENDA DESCRIPTION:

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

Presentation by County housing staff on the status of housing programs.

RECOMMENDED ACTION:

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

FISCAL IMPACT:

None.

CONTACT NAME: Bentley Regehr

PHONE/EMAIL: 7609244602 / 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
<input type="checkbox"/> Staff Report
<input type="checkbox"/> CDD Programs Summary

History

Time

Who

Approval

7/13/2022 3:45 PM	County Counsel	Yes
7/14/2022 3:51 PM	Finance	Yes
7/15/2022 12:26 PM	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

July 19, 2022

To: Mono County Housing Authority

From: Sanjay Choudhrie – Housing Coordinator
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 :

- 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. The entirety of the grant has been spoken for.
- 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. The funds are being contributed to the Home Key project.
- 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 \$126,340 as of June 30, 2022.

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. The ADU designs are expected to be available this summer. The GHG streamlining checklist, updated Resource Efficiency Plan, and VMT standards were adopted in June.

California Development Block Grant (CDBG)

Mono County was 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 consultant was selected and a contract approved in May 2022. 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 2022, \$31,589.28 in funds have been collected from HMO fees at building permit issuance. Two Director Review permits 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 was awarded REAP (\$121,517) and LEAP (\$65,000) funding in Spring 2022. The REAP funding is targeted at hiring 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. The application is being handled by the County Housing Coordinator. A second round of funding under REAP may be available later this year.

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 June 30, 2022. 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 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 also partnered with MLH on an application under the 2021 CDBG NOFA for an additional \$500,000. 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) is executing a 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 “The Sawyer,” which is an 81-unit building that will comprise Phase I of “The Parcel.” Construction on this building is currently underway with lease-up anticipated for Fall of 2023. Together with Pacific West Communities, MCBH received \$500,000 in non-competitive No Place Like Home grant funding. The remainder of the funding for the project was secured this winter by Pacific through the California Housing Accelerator program.

Social Services Housing Programs

The Mono County Department of Social Services has opted into three separate housing and homelessness prevention funding allocations made available through the California Department of Social Services (CDSS) Housing and Homelessness Branch. All three allocations are state-funded, locally administered programs in which participating counties and their partners provide housing-related supports to eligible individuals and families. The programs are designed to offer financial assistance and housing-related supportive services, including, but not limited to rental assistance, housing navigation, case management, security deposits, utility payments, moving costs, legal services, and in the case of the HDAP program, disability insurance advocacy.

- § The **Bringing Families Home (BFH)** Program is designed to reduce the number of families in the child welfare system experiencing or at risk of homelessness, to increase family reunification, and to prevent foster care placement.
- § The **Housing and Disability Advocacy** Program (HDAP) was established to assist people experiencing homelessness who are likely eligible for disability benefits by providing advocacy for disability benefits as well as housing supports. HDAP has four core requirements: outreach, case management, disability advocacy, and housing assistance.
- § The **Home Safe Program** was established to support the safety and housing stability of individuals involved in Adult Protective Services (APS) by providing housing-related assistance using evidence-based practices for homeless assistance and prevention.
- Some of the funds are used to partner with Mammoth Lakes Housing for an 80% FTE housing navigator/case management position within MLH to increase housing staff capacity and case management capacity for these programs.

Other programs include:

- Project Room Key and Rehousing funding which in part was used to assist with the transfer of the Birch Creek Condo transitional housing unit from IMACA to Mammoth Lakes Housing, including the creation of a capital operating subsidy.
- 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.
- 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. All five of the trailers have been placed with Mono County residents.

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 some 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.

In 2022, the property was purchase by another developer. The new developer, Victor Martinez, is working with Town and County to resolve issues and develop affordable housing. Staff are in the process of suggesting changes to the use restriction for consideration by the Board of Supervisors to make the project work.

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 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.

Community Development Housing Programs

Most Community Development housing programs were discussed previously under HMO, SB 2, REAP and LEAP funding. A summary of those programs and other programs is provided in the table below.

Housing Programs Recently Completed or In Progress			
Project	Funding	Staffing	Status
Vehicle Miles Travelled (VMT) model and update of the County greenhouse gas (GHG) emissions inventory to streamline future California Environmental Quality Act	State grant	Consultant & County (Planning)	Completed June 2022

(CEQA) analyses			
Process use permit application for a project that includes a low-income unit	General fund / applicant	Consultant (CEQA) & County (Planning)	Completed, January 2022
Hire a housing coordinator	Housing Fund	County (CAO)	Completed, Spring 2022
Process use permit application for a project that includes a density bonus unit	General fund / applicant	Consultant (CEQA) & County (Planning)	Completed, January 2022
Accessory Dwelling Unit (ADU) prescriptive designs	State grant	Consultant & County (Building/Planning)	Expected to be completed July 2022
Enact a moratorium on short-term rentals in single family residences	General fund	County (Planning)	Enacted May 3
Provide regular updates to Board on housing programs*	General fund	County (Planning)	Ongoing - Updates presented in Sept. '21, Dec '21, and July '22
Allow single room occupancy dwellings in all land use designations	General fund	County (Planning)	State mandated; Part of next General Plan Update
Develop reasonable accommodation procedure	General fund	County (Planning)	State mandated; In progress
Inventory of County parcels	General fund	Contract staff (CAO)	In progress – Moderate priority
Infrastructure needs assessment and capacity improvement study for special districts to support increased housing	State Grant	Consultant & County (Planning)	In progress – Consultant hired May 2022
Reduce or waive processing fees for a project proposing a low-income unit	General fund	County (Planning)	In progress
Conduct a study on the impacts of short-term rentals to long-term housing stock	To be determined	County (Planning, CAO) & Consultant	In progress
Conduct a workshop on the term “rural character” to determine if it creates barriers or disincentives.	General Fund	County (Planning)	By end of 2022
Permit one RV-type unit per parcel on certain land use designations	General Fund	County (Planning)	Next annual General Plan update (end of 2022) – High priority
Reduce design requirements for manufactured and factory-built homes	General Fund	County (Planning)	Next annual General Plan update (end of 2022) – High priority
Increase allowable density on residential land use designations	General Fund	County (Planning)	Undetermined - Will be informed by Special Districts study

Update Housing Needs Assessment	To be determined	County (Planning) & Consultant	Undetermined
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*Requested by Grand Jury report

A full summary of all housing programs covered by Community Development, including all programs in the Housing Element, is found in Attachment 1.

ATTACHMENTS

1. Housing Element programs summary

Completed Programs				
Source	Description	Status	Board Priority (2018) / Timeframe	Policy Discussion Item
Housing Element 1.1	Update opportunity site database and identify sites within or adjacent to existing communities suitable for development targeted at addressing housing needs in the County.	Completed as part of the 2019-2027 Housing Element.	High	
Housing Element 1.2	Adopt at least one regulatory change that improves housing production potential.	Completed. Updates to Chapter 16, Accessory Dwelling Units reduce restrictions on ADUs.	High	
Housing Element 1.3	Reduce barriers to tiny home construction and new housing types. Create a definition for tiny homes consistent with California Building Code and evaluate land use designations and sites appropriate for tiny home development. Redesignate at least one parcel to be eligible for tiny home development under current standards.	Completed. Tiny homes on a foundation are permissible under an appendix in the California Building Code, which Mono County has adopted. The California Building Code has not created a separate definition for tiny homes on a chassis. See "Short Range" section.	High	X
Housing Element 1.4	Identify future opportunities for CEQA streamlining, including using exemptions when possible.	Completed. CDD hired a consultant to complete a Greenhouse Gas Emissions checklist and Vehicle Miles Travelled (VMT) model, which will help streamline CEQA for housing projects.	High / Spring 2022	
Housing Element 2.1	Pursue partnerships with other agencies in the County, such as the Town of Mammoth Lakes, federal, state, and local agencies to identify opportunities to increase housing stock.	Completed. 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. The project was a joint effort with the Town and Mammoth Lakes Housing. The County maintains funding in the Revolving Loan Fund and First-Time Homebuyer Assistance Fund. The Birch Creek Condo was sold to IMACA for use as transitional housing. See "Ongoing" section.	High	
Housing Element 2.3	Reinstate the Housing Mitigation Ordinance.	Completed. The Housing Mitigation Ordinance was reinstated effective February 2020.	Moderate	
Housing Element 2.9	Award at least one density bonus for a qualifying project consistent with state law.	In progress. A density bonus was approved in January 2022 for a twelve-unit development in June Lake.	Low	
Housing Element 2.11	Allow manufactured homes and accessory dwelling units (ADUs) in the same manner and land use designations as stick-built single family homes, and allow accessory dwelling units (ADUs), regardless of zoning and development standards, in any zone with an existing single-family home, consistent with state law (Government Code §65852.3).	Completed. Updates to Chapter 16, Accessory Dwelling Units were approved through GPA 21-01 to be consistent with state law. Manufactured homes and ADUs are permissible in all land use designations as stick-built single-family homes.	High	
Housing Element 3.1	Support programs that may improve housing stock quality. Continue outreach through the County website and information counters that provide information to community members about weatherization and energy efficiency strategies and funding/waivers. Pursue at least one rehabilitation grant. Update housing stock survey at least once per housing cycle.	Completed. Mono County currently has a Homebuyer Assistance program administered by Mammoth Lakes Housing funded by the State HOME program. See "Ongoing" section.	High	

Housing Element 3.5	Identify incentives for property owners to convert short-term rentals into long-term rentals, invite all short-term rental property owners to participate, and convert at least one unit.	Completed. Adopted incentives include an exemption from Housing Mitigation Ordinance (HMO) fees and, if relinquishing a Short-Term Rental Activity Permit, no longer applying for a renewal on an annual basis. One approved short-term rental has not renewed its annual permit, eliminating one short-term rental use. In addition, two single-family homes have elected to eliminate short-term rental eligibility in perpetuity to claim an exemption from HMO fees. While permit renewals are regulatory in nature and could be considered a “stick,” the second (HMO fee exemption) is clearly an incentive. The County has no regulatory means to ensure the units are being rented long-term; other occupancy options are for the units to house occasional/seasonal second homeowners or year-round primary owners, or remain vacant.	Moderate	
Housing Element 4.2	Disseminate and maintain fair housing information and education materials throughout the county and ensure public awareness of fair housing laws and processes. Refer persons with complaints of housing discrimination to appropriate online resources including information/links hosted on the Housing Authority website. Continue to make accommodations for persons with disabilities through the permitting process.	Completed. Information provided on website and appropriate accommodations are made.	Not identified in prioritization matrix (State requirement)	
Housing Element 4.3	Monitor the need for permanent emergency shelters beyond the County’s community centers and make emergency shelters an outright permitted use in Public Facility (PF) land use designations, as consistent with state law.	Completed. Emergency shelters were made an outright permitted use in PF in conjunction with the adoption of the Housing Element in 2019.	Not identified in prioritization matrix (State requirement)	
Housing Element 4.4	Ensure the Multi-Jurisdictional Hazard Mitigation Plan remains up to date.	Completed. Next required update is 2024.	Not identified in prioritization matrix (State requirement)	
Housing Element 4.5	Provide at least one short-term housing unit for homeless persons and monitor the need to increase services for homeless persons, including short-term housing for victims of domestic violence.	Completed. The Birch Creek condo was sold to IMACA to create the first transitional housing unit located in Mono County. The Social Services and Behavioral Health departments continue to collaborate on programs to support homeless persons, victims of domestic violence, and other transitional housing needs.	Not identified in prioritization matrix	
Housing Element 4.6	Allow transitional and supportive housing as a residential use of property, subject only to those restrictions that apply to other residential dwellings of the same type in the same zone, consistent with state law (Government Code §65583(a)(4)(A)).	Completed. Adopted in conjunction with the Housing Element in 2019.	Not identified in prioritization matrix	
Short Range Programs (within next two years)				
Source	Description	Status	Board Priority (2018) /	Policy Discussion Iter
Housing Element 1.2	Adopt at least one regulatory change that improves housing production potential.	Policy Discussion to permit one tiny home/RV on certain land use designations in support of a business onsite and reduce design requirements for factory-built/manufactured homes is being initiated.	High	X

Attachment #1

Housing Policy Programs

December 7, 2021

Housing Element 1.3	Reduce barriers to tiny home construction and new housing types. Create a definition for tiny homes consistent with California Building Code and evaluate land use designations and sites appropriate for tiny home development. Redesignate at least one parcel to be eligible for tiny home development under current standards.	Policy Discussion to permit one tiny home/RV on certain land use designations in support of a business onsite and reduce design requirements for factory-built/manufactured homes is being initiated.	High	X
Housing Element 1.5	Identify sites within or adjacent to existing communities where infrastructure limits development potential. Participate in the preparation of at least two grant applications by invitation of the infrastructure entities and assist those entities with understanding environmental regulations.	In progress: CDD has been awarded \$250k through the CDBG grant to create a needs assessment for special districts in order to identify areas within or adjacent to existing communities where development is limited by infrastructure. CDD has hired a consultant to complete the project.	Moderate / Spring 2024	
Housing Element 2.2	Review current use and long-term needs of County-owned parcels and evaluate for disposition or development for potential housing sites.	In progress: Inventory of County-owned parcels is in progress. Report was presented to the Board on 9/7/21. CAO's office is considering next steps based on Board input.	Moderate / TBD	
Housing Element 2.5	Identify zoning requirements for which more flexible approaches could incentivize more on-site affordable units.	Policy Discussion to allow one tiny home on a chassis and RVs on additional land use designations is being initiated.	Moderate	X
Housing Element 2.12	Allow single room occupancy dwellings in all land use designations that allow for hotels, condominiums, and similar uses, consistent with California Building Code.	In progress: Staff will incorporate into the next annual General Plan update.	Not identified in prioritization matrix (State requirement)	
Housing Element 3.2	Bolster the County's Revolving Loan Fund for the purchase and deed restriction of at least one unit.	Resources Needed. No contributions have been made to the Revolving Loan Fund since 2015. Funding has not been available. This program could be incorporated into the discussion of long-range funding expected by June 2022.	High	
Housing Element 4.9	Adopt a reasonable accommodation procedure that provides persons with disabilities exception in land use and zoning laws. The process will not require a CUP or variance and will not be limited to accessibility improvements. The process and procedures will be posted on the County's website and materials made available at all public counters.	In progress: The Building Division has procedures in place; staff needs to review procedures for the entire department and ensure availability and compatibility.	Not identified in prioritization matrix (State requirement)	
Long Range Programs (2023 and beyond)				
Source	Description	Status	Board Priority (2018) /	Policy Discussion Iter
Housing Element 1.10	Establish and adopt minimum allowable densities or increased densities in appropriate community areas or specific plans.	Policy Discussions: 1) The question of minimum allowable densities on multi-family residential land use designations was raised through the 2021 Grand Jury report, and the Board had an initial policy discussion in December 2021. 2) A discussion of adding housing as a permitted use in the Specific Plan Land Use Designation is being initiated. 3) Discuss allowing duplexes outright on single-family residential parcels.	Not identified in prioritization matrix / 1) March 2022, 2) TBD	X
Housing Element 1.7	Determine viability, feasibility, and value of creating a housing land trust in order to facilitate acquisition of housing and land for affordable housing developments.	Resources Needed. A housing land trust has not been explored. A partner with capacity and expertise, as well as funding, is needed.	Moderate	
Housing Element 2.4	Establish a policy on the County's participation in the purchase of housing units at market rate and deed restricting to an affordable income level. Purchase and deed restrict one unit.	Resources Needed. The necessary resources continue to be unavailable. Funding, a real estate acquisition/management partner, and expertise are required.	Moderate	

Attachment #1
Housing Policy Programs
December 7, 2021

Housing Element 2.6	Partner with other agencies and employers to ensure that at least one employee housing project qualifies toward meeting the County's RHNA targets (e.g. consider waiving building permit fees).	Resources Needed. The necessary resources continue to be unavailable. However, the County is on pace to meet its RHNA goals in every category but very low income. Partnership with local employers required.	Moderate	
Housing Element 3.4	Establish a program to minimize unintended consequences of the acquisition and resale of deed restriction units, including concerns regarding long-term costs of monitoring.	Resources Needed. Necessary resources have been unavailable. Staff and partner to manage deed restrictions required to establish program.	Moderate	
Housing Element 2.8	Through the CPT Land Tenure Subcommittee, support land exchanges of existing seasonal housing units on public lands into private ownership so at least one unit becomes available for local year-round housing.	Resources Needed. The necessary resource of a land exchange participant is unavailable. The County is a facilitator only in this scenario. Partnership is required.	Not identified in prioritization matrix	
Housing Element 3.3	Fund the rehabilitation loan program, potentially in collaboration with the Town of Mammoth Lakes, to rehabilitate at least five units during the cycle.	Resources Needed. Funding from the CDBG program carries requirements that appear to make the program in viable. No funding has been available from a more flexible source that could generate more demand, and therefore no action has been taken.	Not identified in prioritization matrix	
Housing Element 4.7	Provide for at least one rental-assisted facility for senior residents.	Resources Needed. Necessary resources remain unavailable (no proposed developments).	Not identified in prioritization matrix (State requirement)	
Continuous (Ongoing) Programs				
Source	Description	Status	Board Priority Level	Policy Discussion Item
Housing Element 1.6	Monitor the requirement for complexes with four units to be approved through a conditional use permit and if it is a constraint on development. Complexes with up to three units are currently a permitted use by-right in multi-family land use designations.	Ongoing. The County approved a Use Permit for a four-unit development in June Lake in 2019. A twelve-unit development, also in June Lake, is currently being processed under a Use Permit. No multi-family complexes have been denied under a Use Permit during this Housing Element cycle. Monitoring will continue.	Not identified in prioritization matrix	
Housing Element 1.8	Consistent with the Land Use Element, continue to require specific plans for large-scale development within community expansion areas. Specific plans allow for a variety of development and can streamline the development process. Approve at least one specific plan during the Housing Cycle.	Resources Needed. The Tioga Inn Specific Plan Amendment for up to 100 housing units was not approved by the Board. An application to amend the Rock Creek Ranch Specific Plan in the Paradise area has been accepted for processing but does not include a housing component. Two other specific plans are proposed, but do not contain a housing component.	Not identified in prioritization matrix	
Housing Element 1.9	Continue to allow for residential development in the commercial land use designation and approve at least one mixed-use development to utilize the county's limited land base more efficiently and economically for housing.	Resources Needed. Residential development is permissible in the commercial land use designation and is evaluated and approved as development is proposed. No applications for mixed use developments have been submitted during this cycle.	Not identified in prioritization matrix	
Housing Element 1.11	Approve at least five accessory dwelling units (ADUs) used for long-term housing in single-family residential areas during the cycle as provided by Chapter 16 of the Mono County Land Development Regulations. Update ADU ordinances to reflect state law within one year of adoption.	Ongoing. Three ADUs have been approved during the cycle. Updates to Chapter 16 prohibit short-term rentals in ADUs and therefore all future ADUs approved during this cycle will meet this action. Approvals are dependent upon the submittal of development applications. In progress. The County is currently developing prescriptive designs for ADU's which may incentivize applications in the future.	Not identified in prioritization matrix	

Housing Element 1.12	Pursue at least one grant to improve infrastructure on identified opportunity sites. Seek to combine grant proposals with the Local Transportation Commission (LTC) when appropriate.	Resources Needed. A potential joint grant application for improved infrastructure was under discussion as part of the Tioga Inn Specific Plan Amendment, which is an identified opportunity site. A potential application is no longer on the table given lack of approval of the project. No other circumstance has provided the needed resources to pursue this program.	Moderate	
Housing Element 2.1	Pursue partnerships with other agencies in the County, such as the Town of Mammoth Lakes, federal, state, and local agencies to identify opportunities to increase housing stock.	See "Completed" section. In progress. The County has continued efforts to sell housing units in Benton for use by the Tribe.	High	
Housing Element 2.7	Develop partnerships to encourage the development of at least one housing project for very low, low, and moderate-income households.	In progress. One development application in June Lake is proposing a deed-restricted unit. Resources needed. No other circumstances have provided the necessary resources for this program.	Moderate / Spring 2022	
Housing Element 2.10	The Board of Supervisors may reduce or waive development processing fees for qualifying extremely low, low- and moderate-income housing units in order to facilitate processing. Staff will work with applicable agencies to promote a reduction or waiving of fees for such projects.	In progress. A current project in June Lake may be eligible. Staff is working with the developer on a potential agreement.	Low / Spring 2022	
Housing Element 3.1	Support programs that may improve housing stock quality. Continue outreach through the County website and information counters that provide information to community members about weatherization and energy efficiency strategies and funding/waivers. Pursue at least one rehabilitation grant. Update housing stock survey at least once per housing cycle.	See "Completed" section. Ongoing: The County is not confident demand exists for a rehabilitation grant given the grant requirements. Resources Needed: Funding is needed to update the housing stock survey.	High	
Housing Element 4.1	Continue development credit programs in agricultural valleys such as Bridgeport and Hammil that promote the retention of large agricultural parcels for farming purposes by requiring clustered residential development on smaller parcels.	Resources Needed. The Development Credit program continues to be applied to development proposals in the Bridgeport and Hammil valleys. No development applications invoking the Development Credit program have been received during this housing cycle to date.	Not identified in prioritization matrix	
Outside of Approved Housing Element				
Source	Description	Status	Timeframe	Policy Discussion Item
Policy Consideration	Adopt 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 otherwise the density bonus program has not had any interest. Density bonuses are often used in exchange for a percentage of deed restricted units.	Low priority, as directed by the Board in December 2021	X
Policy Consideration	Allow multi-family residential projects to add more ADUs than currently allowed by the state.	Potential impacts to infrastructure capacity have not been determined and CEQA requirements may be significant.	No timeline identified	X
Policy Consideration	Conduct a workshop on the term "rural character" to determine if it creates barriers or disincentives for housing by March 2022.	Further discussion needed.	Board will hold workshop in 2022	X
Policy Consideration	Develop a program to incentivize long-term rentals.	The substance and nature of this program is unknown at this time.	Board direction needed	X
Policy Consideration	Update the Housing Needs Assessment.	Future state funds supporting housing (like SB2, LEAP, or REAP) should become available to fund an update, if this is a priority.	High priority; contingent on funding	X