



TOWN OF MAMMOTH LAKES

ANNUAL PLANNING REPORT

January 1 – December 31, 2017

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Date: December 11, 2019

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

INTRODUCTION AND PURPOSE

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

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

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

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

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

This report summarizes the planning activities for the Town of Mammoth Lakes from January 1 to December 31, 2017.

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

TABLE OF CONTENTS

Executive Summary	4
2007 General Plan	5
State General Plan Guidelines.....	5
Key Efforts and Challenges in Implementing the General Plan	6
Land Use Elements	8
Land Use Element	8
Community Design Element.....	10
Neighborhood and District Character Element.....	11
Circulation Element – Mobility Element	11
Open Space Elements	14
Conservation Elements.....	15
Resource Management and Conservation Element.....	15
Arts, Culture, Heritage and Natural History Element	17
Noise Elements	18
Noise Element	18
Community Design Element.....	18
Safety Element – Public Health and Safety Element	18
Economy Element.....	20
Housing Element	21
Regional Housing Needs	22
Governmental Constraints to Affordable Housing	23
Planning Applications	25
Look Ahead – Major Projects in 2018	26
ATTACHMENTS	
1. Housing Element Implementation Tables	
2. Detailed List of Planning Applications	

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

EXECUTIVE SUMMARY

The Town of Mammoth Lakes January 1 – December 31, 2017, Annual Planning Report was prepared by the Town of Mammoth Lakes Community and Economic Development Department in accordance with California Government Code Section 65400. This report was presented to and accepted by the Mammoth Lakes Town Council on December 18, 2019. The 2017 Annual Housing Element Progress Report was submitted to the State Department of Housing and Community Development (HCD) on March 29, 2018.

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

During the 2017 planning period, the Town continued to make progress towards implementation of the General Plan through the completion of long-range planning projects that carried over from 2016, and work on both long-range and current projects that were initiated in 2017. Projects that carried over from 2016 include the Downtown Revitalization Action Plan and the Multi-Modal (Walk, Bike Ride) Action Plan.

Projects that began in 2017 included a collaborative Housing Needs Assessment which the Town and Mono County partnered on as well as the Mammoth Lakes Community Housing Action Plan which the Town produced in partnership with Mammoth Lakes Housing and WSW Consulting. Additional projects completed in 2017 include an amendment to the Land Use Element of the General Plan to allow ancillary housing for institutional uses within the Institutional Public land use designation and several grant applications, two of which were awarded to the Town including a Planning Assistance grant from the Community Planning Assistance for Wildfire (CPAW) program and a Caltrans grant for SB1 (Sustainable Communities) funding for preparation of a climate change vulnerability assessment and incorporation of climate adaptation and resiliency strategies into the General Plan. Lastly, the Town of Mammoth Lakes announced its tentative agreement to purchase a 24.75-acre property known as "The Parcel" and its intention to facilitate development of affordable housing on the site.

Several significant entitlements were processed in 2017, including CEQA review and Major Design Review approval for a new Multi-Use Facility, a Grocery Outlet market, and the Mammoth Arts and Cultural Center.

Town staff worked with Mono County on the preparation of a Multi-jurisdictional Hazard Mitigation Plan (MJHMP). Staff also coordinated with Mono County and the CA Department of Housing and Community Development (HCD) to determine the due date for the Town's Housing Element Update, as new legislative requirements related to syncing the Housing Element Update with the County Regional Transportation Plan Update cycle created conflicting deadlines that needed to be clarified and corrected.

This report also includes information on planning applications that were initiated, completed, or underway in 2017. The 2016 Annual Planning report notes that the Town

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

has issued approximately 550 building permits on average each year since 2010. 800 Building Permits were applied for in 2017, with 729 of those permits being issued during the calendar year.

2007 GENERAL PLAN

State General Plan Guidelines

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

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

The 2007 General Plan did not include updates to the existing Housing, Parks and Recreation, or Noise elements. An update of the 2010 Housing Element was completed and adopted in 2014 and revised in 2015 to reflect the Housing Ordinance update (ZCA 15-001). The 2014 Housing Element covers the 2014-2019 planning period. An updated Parks and Recreation Master Plan (PRMP) was adopted in 2012, which replaced the previous Parks and Recreation Element (1990). The Noise Element (1997) is anticipated to be updated when feasible.

Since the adoption of the 2007 General Plan, the Town Council has made a number of policy decisions regarding implementation. These include the 2009 “Population at One Time” and “Project Impact Evaluation Criteria” Policy, the 2012 Draft Mobility Element, the 2014 Zoning Code Update, the 2014 elimination of the “Community Benefits and Incentive Zoning” (CBIZ) Policy, and the 2016 updates to the General Plan and Zoning Code to implement a floor area ratio standard and to update the General Plan Mobility Element. The most recent amendments to the General Plan are listed below.

The following General Plan Amendments were completed in 2017:

- GPA 16-001 / DZA 16-002: A General Plan Amendment was required to document the increase in overall North Village Specific Plan density for an amendment request consisting of two components: 1) 87 room density increase to the North Village Specific Plan (NVSP), and 2) 14,881.9 square foot lot coverage increase in

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

the Plaza Resort (PR) Zone of the NVSP. These requests resulted in a 2.6% increase in overall density in the NVSP and a 2.3% lot coverage increase in the PR Zone of the NVSP. The amendment restored the density and lot coverage allowed on the Mammoth Hillside site under the current NVSP zoning, which was reduced after a density and lot coverage transfer to the South Hotel site in 2004. The amendments were approved in June 2017.

- GPA 17-001: This Amendment increased the allowed uses in the Institutional Public (IP) land use designation, requiring changes to the Land Use Element and the Buildout Table. The purpose of the amendment was to allow for a wider range of housing uses to support the allowed institutional uses (e.g. schools, college, hospital, government agencies, etc.) and to allow for the proposed Mammoth Arts and Cultural Center and Wounded Warrior Center projects to be located on properties owned by Mammoth Lakes Foundation, on College Parkway.
- GPA 17-002: This Amendment was a cleanup of text and minor corrections to the General Plan text. No substantive changes were made.

Key Efforts and Challenges in Implementing the General Plan

The following key efforts were accomplished in 2017 to implement the General Plan:

- The Town contracted with Alta Planning + Design to develop a Multi-Modal Bicycle, Pedestrian, Transit and Parking Action Plan for bicycle, pedestrian, transit, and parking alternatives within the community. This Action Plan included a recommended implementation strategy including priority projects, early implementation projects, cost estimates and funding mechanisms. The Multi-Modal (Walk, Bike Ride) final action plan was accepted by Town Council on July 19, 2017.
- The Town engaged Darin Dinsmore of Dinsmore Sierra LLC in the fall of 2016 to complete a Downtown Revitalization Action Plan focused on action strategies for the Mammoth Lakes downtown area. Over the course of 2017, the Town conducted listening sessions, provided updates to the Planning and Economic Development Commission and Town Council, held meetings with downtown property owners, and facilitated an Action Summit held on October 14, 2017. The Town Council accepted the final action plan on December 20, 2017.
- Staff processed a General Plan Amendment, applied for by the Mammoth Lakes Foundation, to modify the IP land use designation in the Land Use Element of the General Plan to allow ancillary housing for institutional uses and to allow performing arts and cultural facilities and physical wellness and rehabilitation facilities. Town Council approved the amendment on September 20, 2017.
- Mammoth Lakes Housing executed a contract with WSW Consulting to complete a Housing Needs Assessment and Housing Action Plan, with funding provided by Mammoth Mountain Ski Area. A 22-member Working Group to support and advise the effort included Town staff and representatives from various agencies, community organizations, and businesses. The Housing Needs Assessment, Part 1 of this project, was presented to Town Council on July 19, 2017, and included an evaluation of current community housing programs, a review of opportunities and

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

constraints, and a comparison with other similar resort communities. The Community Housing Action Plan: Live, Work, Thrive represented Part 2 of this project and set Town Goals, Objectives, and Action Strategies. The Community Housing Action Plan was accepted by Town Council on December 6, 2017.

- Staff processed the necessary CEQA documentation and Design Review application for the Town's Multi-use Facility. The Town Council certified the Final EIR and adopted the Mitigation Monitoring and Reporting Program on May 17, 2017, via Resolution 17-38. The Town filed a Notice of Determination (NOD) for the project on May 18, 2017 and no challenge was filed. Planning staff processed a Major Design Review application for the project which was approved by the Planning and Economic Development Commission on October 11, 2017.
- Staff continued work on developing an updated cannabis regulatory framework for the Town as part of Zoning Code Amendment 17-001. Work in 2017 included actively engaging the public, stakeholders, and the decision-making bodies on the development of new cannabis land use regulations. Review of the draft regulations and adoption of final regulations occurred in 2018.
- Staff began work on CEQA environmental review for the Mammoth Arts and Cultural Center (MACC) as part of a Major Design Review application that was submitted in August of 2017.
- Staff continued to work with Mammoth Lakes Recreation on a permanent location for an Outdoor Events Venue. An agreement between MLR and the new owner of "The Woods" site was completed, and Town staff worked with the new property owner on plans for making permanent improvements to the site.
- Staff collaborated with Mammoth Lakes Housing (MLH) to submit two CDBG grant applications. Unfortunately, the applications were not awarded the 2017 round of funding.
- The Town entered into a tentative agreement to purchase the 25 +/- acre "Shady Rest" parcel on November 1, 2017. The property is subject to an affordable housing overlay, and due to its central location and overall size, the site was identified as a prime opportunity for affordable housing. The purchase agreement is a first step towards facilitating the development of affordable housing on the site.
- Town staff worked with Mono County on the preparation of a Multi-Jurisdictional Hazard Mitigation Plan (MJHMP). The Plan is being updated to include the most current information on the risks and vulnerabilities of multiple hazards affecting the Town and County as well as new specific mitigation strategies and actions that will reduce or eliminate those risks or vulnerabilities.
- Staff collaborated with the Town's Fire Protection District to submit a grant application to the Community Planning Assistance for Wildfire (CPAW) program, requesting assistance with developing Town specific goals and policies related to a Safety Element Update slated to occur in 2019. The Technical Assistance grant was awarded November 29, 2017.
- Construction on the new 5,300 square foot police station began in the summer of 2016 and was completed in 2017.

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

- Pedestrian improvements in the North Village area, including ADA improvements, sidewalks, a bus shelter, and installation of a high intensity pedestrian activated crosswalk began in summer 2016 and were completed in early 2017.
- Improvements to the Trail's End Park, including construction of shade structures, a pavilion, and an expansion of the skate park, were completed in 2016. The park has officially been completed and in early 2017, Trails End Park was awarded the Outstanding Facilities Award by the CA Parks & Recreation Society.
- The Town continued its work with Caltrans on the North Main Street Sidewalk project and the segment was completed in summer 2017.
- Staff worked with the Inyo National Forest on implementation of the Trail System Master Plan and construction of trails in the Sherwins Area.
- Town and County staff continued discussions regarding a possible shared Government Center near the Superior Court and Mammoth Lakes Police Station.
- Staff continued to work with the Federal Aviation Administration (FAA) on the Airport Layout Plan and received FAA approval on a Terminal Area Development Plan.

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

- Competing priorities and unanticipated priorities have influenced staff time spent on approved work programs which do not always directly align with the General Plan Implementation Program Items that are typically used to gauge progress towards implementing the General Plan.
- Heavy snowfall during the winter of 2016-17 resulted in some construction delays on projects during summer 2017, due to the deep snowpack and an additional demand for building inspections and building permits necessary to address structural damage resulting from excessive snow loads.

Land Use Elements

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

Land Use Element

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

Zoning Code Updates

The Town's Zoning Ordinance is consistent with the Land Use Element of the General Plan and it is through the day-to-day application of the Zoning Ordinance that the Land Use Element largely gets implemented. The Town's most recent comprehensive Zoning Code Update (ZCU) was adopted in 2014. Since that time, numerous Zoning Code Amendments

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

have been processed. In 2017, the following Zoning Code Amendments were adopted or worked on:

- ZCA 16-003, An update of the Secondary Dwelling Unit standards was prepared in order to bring the Town's requirements into compliance with CA Government Code §65852.2 (second-unit law). This was adopted by Town Council in February 2017.
- ZCA 17-001, An updated cannabis regulatory framework for the Town. Work in 2017 included actively engaging the public, stakeholders, and the decision-making bodies on the development of new cannabis land use regulations. Review of draft and final regulations occurred in 2018.
- ZCA 17-002, A Zoning Code Amendment was processed in order to clean-up and/or clarify specific sections where errors or inconsistencies were identified by staff.

Specific Plan Amendment

North Village Specific Plan Amendment (NVSP) for the Hillside Project

Work began on an amendment to the NVSP in September 2016. The amendment allowed an increase in the maximum density allowed by the NVSP for the approved Mammoth Hillside project. The Town Council and the Planning and Economic Development Commission provided initial comments and input on the NVSP amendment through the Concept Review (CR) process in September 2016. This General Plan Amendment and District Zoning Amendment was approved by Town Council on June 7, 2017.

Community Indicators Report

Land Use Element Action Item L.1.A.2 directs the Town to prepare an annual Community Indicators Report to monitor the pace of growth and to plan for changing conditions. The Community Indicators Report format was developed in 2013 with the assistance of the Planning and Economic Development Commission and various stakeholders in the community. The purpose of the report is to educate residents, inform planning and other public resource allocation decisions, and attract new private capital to the community. The report ties on-the-ground actions to previous visioning, planning, and high-level policies. The Town's Planning staff prepared a Community Indicators report for the 2017 calendar year, which was accepted by Town Council on June 20, 2018.

Downtown Revitalization Action Plan

Work began on a Downtown Revitalization Action Plan in 2016 to develop implementation strategies for various plans and concepts that have been prepared for the downtown area, including the District Plans, Main Street Plan, Zoning Code, and General Plan. The Town engaged Darin Dinsmore of Dinsmore Sierra LLC in the fall of 2016 to complete a Downtown Revitalization action plan focused on action strategies for the Mammoth Lakes Downtown area. Over the course of 2017, the Town conducted listening sessions, provided updates to the Planning and Economic Development Commission and Town Council, held meetings with downtown property owners, and facilitated an Action Summit held on October 14, 2017. The Town Council accepted the final action plan on December 20, 2017. This work along with the Floor Area Ratio Analysis that was completed in 2016 has resulted in progress towards accomplishing Land Use Action Item L.1.C.1, which directs staff to develop and adopt infill development standards, and L.1.D.4, which directs

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

staff to emphasize pedestrian orientation, integration of land uses, treatment of streetscapes as community living space, environmental sensitivity and energy efficiency.

Housing Needs Assessment and Housing Action Plan

Land Use Element Action Item L.2.C.1 directs Town staff to develop a workforce housing strategy. In 2017, The Town participated in a contract with WSW Consulting to complete a Housing Needs Assessment and Housing Action Plan, with funding provided by MMSA. A 22-member Working Group to support and advise the effort included Town staff and representatives from various agencies, community organizations, and businesses. The Housing Needs Assessment, Part 1 of this project, was presented to Town Council on July 19, 2017, and included an evaluation of current community housing programs, a review of opportunities and constraints, and a comparison with other similar resort communities. The Housing Action Plan: “Live, Work, Thrive” represented Part 2 of this project, and set Town Goals and Objectives and Action Strategies. The Community Housing Action Plan was accepted by Town Council on December 6, 2017.

The Parcel Tentative Agreement

In an effort to facilitate the development of workforce housing as directed in the General Plan Land Use Policy L.2.C, the Town entered into a tentative agreement to purchase the +/- 25 acre “Shady Rest” parcel on November 1, 2017. The property is subject to an affordable housing overlay, and due to its central location and overall size, the site was identified as a prime opportunity for community housing.

Urban Growth Boundary

The Town continues to maintain its Urban Growth Boundary (UGB) to ensure a compact urban form, prevent sprawl, and protect natural and outdoor recreational resources, as well as to monitor progress and status of build-out in the General Plan. Pursuant to General Plan Policy L.6.E, once the Main Lodge Land Exchange that is currently in process is completed, the land will be included within the UGB, since the General Plan states that National Forest lands that are exchanged into private ownership will be included within the UGB. A land use/zoning designation will need to be assigned to the property through the amendment process.

Community Design Element

The Community Design Element states: “Our community is set within the forest; trees and the natural landscape are prominent and create a sense of scale and strong aesthetic.” The intent statement for this element states that Mammoth Lakes will develop as a village in the trees, and that development will be planned to visually connect with the natural surroundings by accentuating existing Jeffrey pine forest and manzanita/sage scrub and meadows. The Community Design Element also provides direction for the creation of public spaces and improvements to streetscapes.

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

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

The Town has worked diligently to develop a community space and recreational venue with its Multi-Use facility plan. The Town completed the Environmental review process and Design Review process for the Multi-Use facility and continues to explore partnerships that will help fund development of the project. Planning work also began on the Mammoth Arts and Cultural Center with a Major Design Review application having been submitted by the Mammoth Lakes Foundation in August 2017.

In 2017, construction of the Upper Main Street Sidewalk Project began, and completion of this project occurred in 2018. The Upper Main Street Sidewalk Project extends from Mountain Boulevard to Minaret Boulevard and provides pedestrian connectivity and safety while incorporating an attractive finish to the retaining walls to blend with the Town's mountain setting.

To implement the policies and actions of this Element, the Town continues to work on projects that will create significant public spaces and incorporates the oversight of an Advisory Design Panel (ADP) and/or PEDC Design Committee to review site design, building massing and architecture of proposed development projects. In 2017, the PEDC Design Committee met seven times and reviewed nine projects. The ADP did not meet in 2017, however, staff anticipates including the ADP in reviewing the Mammoth Arts and Cultural Center Major Design Review application. In addition, the Town continues to implement and revisit the Town's Design Guidelines and Color Handbook to achieve desired community design through project review and/or the entitlement process.

Neighborhood and District Character Element

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

In 2017, the Town continued to apply the Townwide Neighborhood District Planning document, which integrated all of the neighborhood district plans into a single comprehensive document. The Townwide document continues to facilitate the overall planning and implementation of specific policies and actions contained in the individual district plans. The comprehensive 2014 Zoning Code Update codified the recommendations of the Neighborhood District Plans into development and land use standards to facilitate implementation.

Circulation Element – Mobility Element

An update to the Mobility Element of the 2007 General Plan was adopted by Town Council December 6, 2016. The intent statement for the Element states, "The Mobility Element establishes the Town's goals, policies, and actions necessary to achieve a progressive and comprehensive multi-modal transportation system that serves the needs of residents, employees, and visitors in a way that is connected, accessible and safe." Public Works projects underway in 2017 that were initiated to help implement the Mobility Element are described below.

Main Street Implementation Plan Project

In 2012, the Community and Economic Development Department received a \$165,000

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

Caltrans Community Based Transportation Planning grant to continue work to improve the overall transportation and land use potential of Main Street (Highway 203). The project, which began in summer 2012, advances the recommendations of the Downtown Concept for Main Street (neighborhood district plan, completed in September 2010). The project includes construction of new “feet-first” transportation infrastructure and improvements to pedestrian and bicyclist safety, parking and business access, snow removal, and streetscape features on Main Street.

Throughout 2015 and 2016, Town staff reprogrammed State Transportation Improvement Program (STIP) funds for the construction of sidewalks along State Route 203 (SR-203) (Main Street and Minaret Road). The first phase of construction consists of a sidewalk from Mountain Boulevard to Minaret Road, the reconstruction of two retaining walls, and construction of a new bus stop. In 2017, construction of the Upper Main Street Sidewalk Project was begun, and the project was completed in 2018.

The second phase of construction consists of a sidewalk and path from Minaret Road to the 8050 driveway with pedestrian lighting, partial reconstruction of the existing retaining wall, and a widened shoulder along the southbound lane of Minaret Road. Construction for phase 2 began in 2018. The final phase of construction serves to close the gap in pedestrian infrastructure along the frontage roads and is scheduled for construction in 2018 and 2019. Sidewalks will be constructed along the northern side of SR-203 from Forest Trail to the Post Office in 2018. The portion from Sierra Boulevard to Mountain Boulevard and a sidewalk along the southern side of SR-203 that will extend from Laurel Mountain Road to Manzanita Road is expected to be constructed in 2019.

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

Walk, Bike, Ride Action Plan

Work began on a Walk, Bike, Ride Action Plan to develop a multi-modal plan for bicycle, pedestrians, transit, and parking improvements. The Action Plan includes a recommended implementation strategy including priority projects, “quick victory” early implementation projects, cost estimates, and funding mechanisms. A consultant was hired by the Town to develop the plan and public outreach and design charrettes were conducted in 2016. The final plan was accepted by Town Council on July 19, 2017.

Streets

In 2016, the Town executed the relinquishment of Viewpoint Road from the State of California, Department of Transportation (Caltrans). Viewpoint Road was within the Caltrans right-of-way, but was privately maintained and utilized as access for the Viewpoint Condominiums development. The Town formed a benefit assessment district for snow removal and road maintenance of Viewpoint Road, which was improved and maintained to Town Standards in 2017.

The Town continues to hold meetings with the California Department of Transportation (Caltrans – District 9) and works jointly with Mono County to provide staff services to the Mono County Local Transportation Commission (LTC). In 2018, Town staff worked with Mono County LTC to host members of the California Transportation Commission in

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

Mammoth Lakes for a Town Hall Meeting and tours/presentations of the area.

The Town initiated and completed the 2017 Road Maintenance Project which included a variety of improvements to several Town streets, including a major slurry seal effort and a reconstruction of Hillside Drive north of Canyon Boulevard and the west end of Chateau Road.

The Town acquired a new loader-blower combination at a cost of approximately \$780,000 using Vehicle Replacement Program funds. This was the first loader acquired in nearly ten years for improved snow removal operations.

In February 2017, the Town completed the construction of the Hillside Drive Parking Lot using funds from the Gas Tax and General Fund. The Hillside Drive Parking Improvements project involved the construction of a 38-spot parking lot located at 99 Canyon Boulevard, on the corner of Hillside Drive and Canyon Boulevard. The project also included the construction of a redi-rock retaining wall, sidewalk, a wooden bus shelter, and solar and streetlights.

Pedestrian Facilities and Trails

In 2015, the Town received an Active Transportation Program (ATP) grant to close a gap in the MUP (multi-use path) network between Mammoth Creek Park and Minaret Road. Staff completed the required CEQA analysis prior to allocation in January 2017. Staff has taken steps for Town acquisition of necessary right-of-way and expects to advertise the project in early 2018 for completion later that summer.

In February 2017, the Town completed construction of sidewalk improvements along Forest Trail Road and the east side of Minaret Road. Improvements included a sidewalk, a bus shelter, the relocation of a private parking lot driveway to Berner Street, a high intensity pedestrian activated crosswalk crossing Minaret Road, and street/path lighting along Minaret Road, Forest Trail, and Berner Street. Construction funds were provided by the North Village Community Facilities District, Benefit Assessment District, and Local Transportation Commission funds.

Air Service

In 2017, commercial air service included year-round daily service to Los Angeles and frequent winter service to San Diego and San Francisco. New in 2017 was winter seasonal service to Burbank, California, provided by a scheduled charter, JetSuiteX. Expanded air service is expected to result in fewer private vehicles in town, thereby supporting transit and “feet-first” goals. In furtherance of these goals, staff participated in a number of meetings with Inyo County and the Eastern Sierra Council of Governments related to regional approaches to enhanced air service.

The FAA completed evaluation of and accepted the updated Mammoth Yosemite Airport Terminal Area Development Plan on May 24, 2017, which completed the Airport Layout Plan (ALP) update process that began in 2014. In 2017, staff continued working with the FAA to select a qualified architecture and engineering team to prepare the preliminary design for the proposed terminal and aircraft apron in support of the environmental documentation process.

The Town continued to work towards the implementation of the Airport Capital Improvement Plan (ACIP). The final FAA permits authorizing the installation of a new

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

airport fence were secured in 2017. Staff is coordinating this effort with Caltrans and USFS. Construction is subject to FAA funding which is expected to be authorized for FY 17/18.

Public Transit

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

Signage and Wayfinding

In 2017, the Town continued to work on townwide improvements to trail system signage and wayfinding as part of the overall transportation system while continuing to search for funding sources for new signage.

Open Space Elements

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

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

The Parks and Recreation Department's signature youth summer camps continue to be the most popular programs provided by the Department and consume the majority of planning and operational time for staff.

The Town continues to operate and maintain all Town parks and recreation facilities, including Mammoth Creek Park, Community Center Park and Tennis Courts, Shady Rest Park, Whitmore Track and Sports Field and Pool, Ice Rink/Multi-Use Facility, and Trails End Park. In 2017, the Parks and Recreation Department embarked on an extensive parks, pools, fields, and facilities deferred maintenance program. On May 17, 2017, Town Council approved the allocation of \$300,000 for parks and recreation deferred maintenance items. Council directed staff to present a prioritized plan for Recreation Commission review and approval. Staff presented the Recreation Commission with a comprehensive process and methodology, criteria, strategy, and analysis for identifying and prioritizing deferred maintenance items that was approved for implementation on June 6, 2017.

The program goal was to make repairs or replacements needed immediately to bring the pools, parks, fields and facilities to a safe, sound, and fully habitable condition. This included structural deterioration and failures, significant tripping hazards, building code violations or non-compliant ADA features. In addition, any significant deferred

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

maintenance items or non-working systems or components that far exceeded their expected useful life would be replaced or upgraded. Completed projects include the Shady Rest park Snack Bar siding, pavilion roofing, water management system upgrades at Shady Rest Park and Whitmore Recreation Area, construction of bleacher pads, installation of ADA compliant bleachers, tennis court patching/resurfacing, and the Whitmore Pool mechanical room upgrades, that included a new heater, automated chemical controller and building compliance requirements such as entry and exit gates.

Based on Town Council direction to not pursue a long-term lease for the Multi-use Facility with the Mammoth Unified School District at its current location, Town staff began the process to plan, design, and construct complementary Community Multi-Use Facilities at Mammoth Creek Park. The project includes three major components: a multi-use facility, complementary community center, and an accessible playground. In 2017, an Environmental Impact Report was prepared for the project. The Town Council certified the Final EIR and adopted the Mitigation Monitoring and Reporting Program on May 17, 2017. The Major Design Review application for the project was approved by the Planning and Economic Development Commission on October 11, 2017.

Conservation Elements

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

Resource Management and Conservation Element

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

Open Space Preservation

This Element supports the preservation of Mammoth Creek, which runs through town, by prohibiting development that does not maintain established setbacks and by managing Town-owned properties along Mammoth Creek for open space, habitat preservation, and passive recreation. The Snowcreek Development Agreement (DA), approved by Town Council in 2010, included a requirement for permanent preservation of the Mammoth Creek open space within the project boundary. The Town Council accepted the land donation in May 2016 and staff worked with the State Department of Fish and Wildlife on a Conservation Easement (CE) and Land Management Plan (LMP), which were finalized and recorded in 2017.

Stormwater Resource Plan

The Town is an active member of the Inyo-Mono Integrated Regional Water Management Plan (IRWMP) and in 2017 completed preparation of a Stormwater Resource Plan (SWRP). The SWRP provides a regional prioritization of stormwater management projects that qualifies agencies for participation in Prop 1 Funding, available for two cycles of funding in 2018 and 2020.

Tree Removal Permits

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

Planning staff continues to implement the Town's Tree Removal and Protection Ordinance by requiring property owners to obtain a Tree Removal Permit for the removal of live trees that are 12 inches or greater in diameter at breast height. In 2017, 42 tree removal permits were processed, and a small number of those permits were denied because the criteria for removal were not met. The vast majority of tree removal permits were issued to allow the removal of hazard trees, trees causing property damage and tree removal for wildfire fuel reduction purposes.

Waste Management/ Recycling

The Town continues to work on implementing programs that will help the Town meet California's mandated diversion rate of 50% and the State's long-term goal of 75%. In addition, the Town is continuing to work with regional partners to achieve and maintain our commitment to CalRecycle. In 2015, the Town completed a self-exemption to the provisions of AB 1826 regarding organic waste recycling. That exemption is effective until January 1, 2020, unless the State determines that ending rural exemptions will not result in a significant reduction in the disposal of organic waste. The Town continues to meet regularly with CalRecycle on a variety of solid waste and recycling issues. In 2017, the Town, along with Sierra Conservation, applied for and received a grant in the amount of \$211,732 to acquire additional recycling containers for private use throughout the Town. As an active member in the Mono County Solid Waste Task Force, the Town is working with that group to find future regional solutions to solid waste issues.

In 2017, the Town applied for and received a \$250,000 Wood Innovations Grant to work with the USFS in developing new opportunities to address fuel loading in the forest and green waste. This work will also assess the potential for use of forest fuels to produce renewable energy and will be implemented in 2018 as part of the Town's Solid Waste Management program.

Air Quality

The Town monitors air quality in coordination with the Great Basin Unified Air Pollution Control District (GBUAPCD). This monitoring effort focuses on particulate matter (PM₁₀), which is caused by wood burning and cinders placed on the roads to increase traction during icy conditions. During the period of November 15th to March 15th, the Town monitors the air quality and when PM₁₀ reaches certain levels in town, "no-burn" days are called, meaning that the use of fireplaces and wood stoves are prohibited for that time period. During the 2016-2017 monitoring season, federal PM₁₀ standards were exceeded on zero (0) days and the more stringent State PM₁₀ standards were exceeded on eighteen (18) days. Three (3) of the days that exceeded the state PM₁₀ standards were a result of wildfire smoke impacts in the summer months and the remaining fifteen (15) days that exceeded the state limit were during the winter months. For comparison, there were zero (0) days that exceeded federal PM₁₀ standards and nineteen (19) days that exceeded State PM₁₀ standards in the 2015-2016 monitoring season.

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

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

EPA also approved the Mammoth Lakes air quality maintenance plan, which demonstrates that compliance with air quality standards can be maintained through 2030.

Renewable Energy

The Town continues to be supportive of renewable energy resources including solar and geothermal. There are several homes throughout the Town that have installed ground source heat pump systems and many homes with photovoltaic (PV) installations. The recently approved St. Joseph's Parish Hall project incorporated both geothermal and roof-mounted solar in the approved building design. The Town and Mono County participate in the Home Energy Renovation Opportunity (HERO) program which provides low interest financing to make energy efficient, water efficient, and renewable energy products more affordable for homeowners. In 2017, to further support owner investment in making energy efficiency improvements to private property, staff brought two new Property Assessed Clean Energy (PACE) programs to Town Council in order to authorize "Figtree" and "Ygrene" to offer their financing services within the Town.

Outdoor Lighting

Mammoth Lakes dark night skies are an important resource to the community and local wildlife. These starry skies continue to be preserved through the Town's Outdoor Lighting Ordinance, which requires exterior lighting to be downward directed and shielded. This requirement significantly reduces dangerous glare for drivers and pedestrians and helps preserve the dark skies for wildlife. The Town continues to require all development projects to be consistent with these lighting requirements and continues code compliance efforts to bring non-conforming fixtures into compliance with the Town's Lighting Ordinance.

Arts, Culture, Heritage and Natural History Element

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

The Mammoth Lakes Foundation (MLF) has been working on development of the Mammoth Arts & Cultural Center (MACC). The MACC is an indoor performing arts and cultural center and has been a desired project of the Town for many years. Staff began work on the CEQA environmental review as part of a Major Design Review application that was submitted in August of 2017.

In 2017, Measure R funding was appropriated for the planning, construction, operation, maintenance, programming and administration of all trails, parks, and recreation facilities managed by the Town of Mammoth Lakes without supplanting existing parks and recreation facility maintenance funds. Measure R funded the ongoing maintenance of the Whitmore Track and Sports Field, Trails End Parks, special event equipment maintenance, and special event equipment replacement. In addition, Measure R funded "Park in a Cart" for Parks and Recreation use at the Mammoth RecZone, and curling equipment for public use at the Mammoth Ice Rink.

Specifically dedicated for recreation, mobility, arts and culture, Measure U funds were appropriated in 2017 for the following activities:

- Special event transit services

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

- Mammoth Lakes Arts and Cultural Center
- Arts and cultural programming
- Contract administration

CEQA requires a cultural resource analysis for all proposed projects. Mitigation measures are identified for each project to reduce impacts to cultural resources. The Town also complies with Senate Bill 18 and Assembly Bill 52 regarding Native American Tribal consultation.

Noise Elements

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

Noise Element

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

The Town continues to enforce the noise limits stated in Municipal Code 8.16 Noise Regulation. An update of the Noise Element and the Noise Ordinance is included on the Community and Economic Development Work Program, but a start date has not been established.

Community Design Element

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

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

Safety Element – Public Health and Safety Element

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

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

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

snow clearing to maintain safe routes during snowstorms. In 2017, the Town purchased a new combination loader/snowblower with Vehicle Replacement Program Funds, to improve snow removal operations for the Town.

Construction of a new 5,300 square foot Police Station began in the Summer of 2016 and was completed in 2017. The new station provides a significant improvement to the Town's Public Safety facilities.

In 2017, Town staff worked with Mono County on the preparation of a Multi-jurisdiction Hazard Mitigation Plan (MJHMP). In the summer of 2016, the County, in conjunction with the Town of Mammoth Lakes, applied for funding from the Hazard Mitigation Grant Program (HMGP) to hire a firm to develop an MJHMP. In the Fall of 2016, the County received notification that the grant was approved, and in May 2017, the Board of Supervisors approved an agreement with Michael Baker International (Michael Baker) to prepare the MJHMP on behalf of the County and Town.

Staff collaborated with the Town's Fire Protection District to submit a technical assistance grant application to the Community Planning Assistance for Wildfire (CPAW) program, requesting assistance with developing Town specific goals and policies that would meet the State requirements pursuant to SB 1241, in addressing wildfire hazards in the General Plan. The grant was awarded to the Town on November 29, 2017.

Caltrans awarded the Town an Adaptation Planning Grant funded through Senate Bill 1 (The Road Repair and Accountability Act of 2017) on December 15, 2017. The grant funding will be used to prepare a vulnerability assessment and climate adaptation and resiliency strategies for the Town of Mammoth Lakes, which will inform an update to the Safety Element. The project was completed in the summer of 2019.

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

In May 2016, an urgency ordinance was adopted regarding medical marijuana cultivation and specified that medical marijuana can be cultivated in the Industrial zoning district with a use permit and prohibits cultivation in the commercial zones, unless associated with and adjacent to a medical marijuana cooperative. This ensures that these uses are located in an appropriate area for the public's health and safety. In late 2016, Town staff began work on development of regulations related to Proposition 64, the Adult Use of Marijuana Act (AUMA) to ensure the public's safety with regards to recreational marijuana. The Town's draft regulations were nearly completed in 2017.

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

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

Town's jurisdiction. In 2017, EOP training was organized for all Town staff with a designated roll in EOP operations.

Lastly, the Town's Municipal Code continues to allow day care facilities in all residential zones to encourage the establishment of large and small daycare homes to facilitate adequate and high-quality child-care in Mammoth Lakes.

Economy Element

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

The Town continues to track economic indicators for changes that may affect community land resources, tax base, including Transient Occupancy Tax (TOT), and employment base. In 2017, the Town continued to refine and improve its TOT enforcement program and initiated approximately 46 TOT compliance cases. The 2017, TOT revenue was the highest it has been in the previous 15 years, and it is the first year TOT revenue exceeded \$18,000,000.

As reported in the 2017 Community Indicator's Report, sales tax revenues for the Town are a measure of consumer activity in Mammoth Lakes and these revenues demonstrate the economic health of residents and local businesses. The current sales tax rate in Mammoth Lakes is 7.75%, and total sales tax revenue increased by approximately 45% in FY 2017, from the previous year. The report ties this increase to the large snowfall that occurred in winter, but also indicates that summer visitation numbers were up as well, and the economic trend of the past 5-years shows an approximate 8% increase annually.

The Mammoth Lakes Tourism Business Improvement District (TBID) is a benefit assessment district that was developed to help fund marketing and sales promotion efforts for Mammoth Lakes tourism businesses. The TBID was put in place for a period of five years and was renewed in 2018 for another five years. The TBID retail sales revenue in 2017 experienced a 7% increase from the previous year.

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

In 2017, commercial air service included year-round daily service to Los Angeles and frequent winter service to San Diego and San Francisco. New this year was winter seasonal service to Burbank, California, provided by scheduled charter, JetSuiteX.

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

The Town continued to work towards implementation of the Airport Capital Improvement Plan (ACIP). The final FAA permits authorizing the installation of a new airport fence were secured in 2017. Staff is coordinating this effort with Caltrans and USFS. Construction is subject to FAA funding and could be authorized for FY 17/18.

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

The Town anticipates continued work on economic development in 2017 and this remains as one of the Town Council's top priorities.

Housing Element

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

The Town adopted the updated Housing Element on June 18, 2014, which was certified as compliant with State law in July 2014. The Housing Element addresses the planning period 2014-2019, and meets the two purposes identified by State law, including assessment of current and future housing needs and constraints in meeting those needs; and providing a strategy that establishes housing goals, policies, and programs. The Housing Element addresses the statewide housing goal of "attaining decent housing and a suitable living environment for every California family." The Housing Element was found to be consistent with the other elements of the General Plan because it provides for the provision of an adequate supply of affordable, livable housing within the Town of Mammoth Lakes. Furthermore, it supports the community's overall economic, social, and environmental goals by maintaining a local population that patronizes local businesses, promoting family stability and security, and reducing carbon dioxide (CO₂) emissions through reduction of long-distance home to work commutes.

Staff worked to coordinate with Mono County and the Department of Housing and Community Development (HCD) to determine the due date for the Town's Housing Element update, as new legislative requirements related to syncing the Housing Element updates with the County Regional Transportation Plan updates created conflicting deadlines that needed to be corrected. This issue was corrected by HCD and it was determined that the next Housing Element update would be due in June, 2019.

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

In 2017, MLH worked with the Town of Mammoth Lakes to preserve one deed restricted unit by utilizing the Revolving Loan Fund (RLF). The RLF was established in 2013 and uses a portion of the Town's Housing In-Lieu Fee Account for the preservation of deed

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

restricted ownership housing stock. Since that time, five homes have been preserved. The Town identified this as a priority under Housing Element program H.2.G.1.

The Town and Mammoth Lakes Housing, Inc. continue to pursue grant funds to support housing programs. An application for CDBG grant funding was submitted by the Town and Mammoth Lakes Housing, Inc., in November 2017, to provide 10 units of housing to lower income households.

In 2017, the Town assisted in the completion of a comprehensive electrical remediation of the Glass Mountain Apartments using CDBG grant funding, which serves Extremely Low, Very Low, Low, and Moderate-income residents.

First-time homebuyer assistance continued to be administered by Mammoth Lakes Housing through ongoing grant reuse funds and additional HOME grant funds in 2017.

The Town made significant progress towards meeting the goals and objectives identified in the Housing Element in 2017. While the number of residential housing units completed in 2017 are classified as above moderate income units, there has been progress made in other areas including the Town and County's joint effort to complete a housing needs assessment, which informed the Town's Community Housing Action Plan accepted by the Town Council in December 2017.

The Town continued to work towards purchasing the "Shady Rest" site aka "The Parcel" in 2017. The Parcel is a significant 25-acre property subject to an affordable housing overlay zone. Following purchase of the property, the Town intends to facilitate development of the site as permanently affordable housing in accordance with Community Housing Action Plan goals.

REGIONAL HOUSING NEEDS

Table 1 summarizes the Town's progress towards meeting the Town's share of the Regional Housing Needs Allocation (RHNA), for the 2014-2019 Housing Element period.

Table 1: 2014-2019 Progress to Meeting RHNA

Year Constructed/Restricted	Extremely Low	Very Low	Low	Moderate	Above Moderate
2014	0	0	0	0	12 ¹
2015	0	0	0	0	22 ²
2016	0	0	0	0	23 ³
2017	0	0	0	0	14 ⁴
Total	0	0	0	0	71
RHNA 2014-2019	8	9	12	14	31
<i>Net Remaining</i>	<i>8</i>	<i>9</i>	<i>12</i>	<i>14</i>	<i>-40</i>

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

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

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

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

Additional efforts will need to be focused on the production of housing, particularly for extremely-low, very-low, low, and moderate income residents, in order to achieve the

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

Town's fair share of the regional housing needs.

The Town continued to direct resources to housing in 2017, particularly the allocation of in-lieu housing funds, and a portion of Transient Occupancy Tax revenues to housing. The latter source was principally used to fund the work of MLH, the Town's local affordable housing non-profit. MLH has used these funds to leverage additional State and Federal grant funds to construct and acquire affordable housing units, to provide down payment assistance to qualifying households, to preserve the existing deed restricted housing stock, and to provide assistance to qualified families to find and move into affordable housing units.

GOVERNMENTAL CONSTRAINTS TO AFFORDABLE HOUSING

The Housing Element is required to analyze and identify potential government constraints to the production of affordable housing, and where possible, identify programs that will help to lessen these constraints. Examples of such constraints are government-imposed fees that contribute to the overall cost of housing production, development standards that make it more difficult or costly to develop, or review processes that add time and cost to housing development proposals.

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

The analysis of government constraints found that the Town's permitting, development review, and fees represent actual staff costs and time to process applications and are not unduly restrictive to new residential development. The Town undertook a review of its development impact fees, including housing mitigation in-lieu fees, and, as a result, lowered fees substantially in 2015. One area identified for improvement is the Zoning Code, which has been updated since adoption of the General Plan update in 2007.

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

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

- Modify the Municipal Code (MC) to incorporate General Plan Policy L.2.D, allowing additional density bonuses for deed-restricted housing projects, and SB 2 pertaining to emergency shelters and transitional housing (H.1.D.1 and H.1.F.2).
- Adopt a resolution waiving application processing fees for developments that include affordable to extremely low-income households (H.4.B.1).
- Amend the MC to allow residential care and assisted living facilities, licensed group homes, and small residential care facilities (H.4.C.1 and H.4.C.2). Adopted in May 2014.

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

- Amend the MC to clarify that manufactured housing is permitted in all residential zones (H.4.C.3). Adopted in May 2014.
- Allow additional types of secondary housing units within single family residential zones (H.4.D.1). Adopted in May 2014.
- Monitor the DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA (H.4.E.1).
- Amend the Town's parking standards to allow reduced parking standards for affordable, infill, and mixed-use housing (H.4.E.3).

In addition, the Housing Element identifies completion of the comprehensive Zoning Code Update as a key action. The Zoning Code Update was adopted in 2014 and helped to reduce regulatory constraints to housing development by ensuring that the Zoning Code is consistent with the General Plan, reducing ambiguity and making for a more efficient review process.

The Housing Element also includes an action, H.2.B.1, to amend the Zoning Ordinance in keeping with the interim housing mitigation policy, which was adopted in November 2009. In July 2015, the Town adopted a new housing mitigation policy, which removed the requirement for inclusionary housing and allows developers to choose a desired method for housing mitigation. Options for mitigation, all of which are considered equivalent, include a housing mitigation fee, on-site housing, off-site housing, and conveyance of land. In coordination with the updated housing ordinance, housing mitigation fees were reduced.

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

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

PLANNING APPLICATIONS

The following table summarizes the status of planning applications as of December 31, 2017. A detailed list of application requests is attached to this report (Attachment 2).

Table 2: 2017 Planning Applications

Table 1				
Application Types	Requests	Approved ¹	Denied	In Process
General Plan Amendments (GPA)	2	3	0	0
District Zoning Amendments (DZA)	0	1	0	0
Zoning Code Amendments (ZCA)	2	2	0	1
Use Permit Applications (UPA)	4	3	1 (withdrawn)	1
Tentative Tract Maps (TTM)	1	2	0	0
Tentative Parcel Maps (TPM)	0	0	0	0
Variances (VAR)	1	1	0	0
Design Reviews (DR)	3	4	0	2
Administrative Design Review (ADR)	5	5	0	1
Lot Line Adjustments (LLA)	0	0	0	0
Concept Reviews (CR)	2	NA	NA	0
Adjustments (ADJ)	9	8	2 (withdrawn)	0
Administrative Permits (AP)	0	0	0	0
Time Extension Requests (TER)	5	5	0	0
Land Donations	0	0	0	0
Building Permits (BP)	800	729	NA	NA
Code Compliance Cases (CC)	40	NA	NA	NA
TOT Compliance Cases	46	NA	NA	NA
Sign Permits (SP)	24	23	0	1
Tree Removal Permits (TRP)	47	45	2	0
Outdoor Sales Permit (OS)	0	0	0	0
Business Tax Certificates (BTC)	360	341	19	NA

¹ Approved list includes projects from previous years approved in 2017 by the PEDC or Town Council

**TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2017**

LOOK AHEAD - MAJOR PROJECTS IN 2018

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

- Continued work on the Mammoth Arts and Cultural Center Major Design Review application. Work will include CEQA environmental review and involvement of the Advisory Design Panel in the design review.
- Continued work on Mammoth Creek Park West (Multi-Use Facility and Ice Rink, Community Center, and accessible playground)
- Preparation of the 2019-2027 Housing Element update.
- Continued coordination with Mono County on the preparation of a Multi-jurisdiction Hazard Mitigation Plan (MJHMP).
- Climate Adaption Planning grant work will begin and will include preparation of a Vulnerability Assessment and Safety Element update.
- Complete the purchase of the Shady Rest site and set priorities for site planning.
- The CPAW technical assistance grant work will get underway and will involve stakeholder meetings, presentations, and field tours.
- Completion of Cannabis Regulations and Adoption of revised Town Ordinances. Staff anticipates receiving a number of Use Permit Modification requests once the new regulations have been adopted.
- Continue to work with the Inyo National Forest on development and implementation of the Trail System Master Plan
- Update of the Sign Code
- Continued work on an Enhanced Infrastructure Financing District (EIFD)
- Continue administering CDBG grants in conjunction with MLH
- Update the Municipal Code to be consistent with the DIF study/fees approved in 2015
- Economic development activities
- Continuation of the TOT enforcement program
- Airport terminal planning and environmental review
- Municipal trails signage and wayfinding
- Transit stop improvements
- Grant funded sidewalk and trails projects

ATTACHMENTS

Attachment 1: Annual Housing Element Progress Report – APR Tables

Attachment 2: Detailed List of Planning Application Requests

ATTACHMENT 1

Annual Housing Element Progress Report – APR Tables

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/2017 - 12/31/2017

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
(9) Total of Moderate and Above Moderate from Table A3						14					
(10) Total by income Table A/A3			0	0	0	14	0				
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Mammoth Lakes
Reporting Period 1/1/2017 - 12/31/2017

Table A2

Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity					
(2) Preservation of Units At-Risk					
(3) Acquisition of Units					
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3

Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate	13			1		14	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/2017 - 12/31/2017

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	17	0										17
	Non-deed restricted												
Low	Deed Restricted	12	0										12
	Non-deed restricted												
Moderate	Deed Restricted	14	0										14
	Non-deed restricted												
Above Moderate		31	12	22	23	14						71	-40
Total RHNA by COG. Enter allocation number:		74	12	22	23	14						71	3
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

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

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/2017 - 12/31/2017

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)		Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.	
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
H.1.A.1	Maintain an up-to-date GIS database of potential sites available for future housing	On-going	The Town contracts with a GIS coordinator that works for both the Town and Mono County to keep the GIS database functioning and up-to-date.
H.1.A.2	Provide annual reporting on the Town's progress to meeting the Housing Element & RHNA	On-going	This table, included with the annual progress report and provided to the State Department of Housing and Community Development, is how the Town reports and tracks its progress towards RHNA.
H.1.A.3	Ensure Master Plan/Specific Plan updates provide development capacity and policy to meet housing needs.	On-going	As master plans and specific plans and updates are processed, the Community & Economic Development Department, Planning & Economic Development Commission, and Town Council will evaluate and ensure adequate development capacity and policy is included to meet housing needs.
H.1.B.1	Study exemption from density calculations for required on-site affordable and workforce housing.	31-Dec-15	This was studied as part of the Housing Ordinance Update, and the Town determined that it was not appropriate to include in the updated Housing Ordinance due to a Zoning Code update that established maximum FAR and eliminated maximum residential density within the commercial zoning districts.
H.1.B.2	Encourage housing development as part of infill and mixed-use projects in Commercial Zones	On-going	The Town's commercial zoning districts allow mixed-use projects and workforce housing as permitted uses. In 2017, The Town held numerous public workshops and meetings to discuss the potential for mixed-use development and multi-family housing in the commercial zoning districts (Downtown Revitalization Action Plan).
H.1.C.1	Amend the Housing Ordinance to incorporate General Plan Policy L.2.D. allowing additional density bonuses for deed-restricted housing projects.	31-Dec-14	This was incorporated into the Housing Ordinance (17.136.050.D).
H.1.D.1	Develop criteria, standards, and thresholds for assessment and approval for Alternative Housing Mitigation Plans.	31-Dec-14	The Housing Ordinance provides a menu of options for developers to choose from to mitigate his/her housing impact. Requirements are outlined for each of those options in the Housing Ordinance.
H.1.E.1	Continue to apply zoning standards that allow for special needs housing.	On-going	The Town is continuing to apply only the residential zoning standards that apply to all other residential uses in the same zoning district. Reasonable accommodations are made to development standards as requested for persons with disabilities.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/2017 - 12/31/2017

H.1.E.2	Identify outstanding housing needs, available housing that meets those needs, and consider a program to fill cost gap for persons with developmental disabilities.	31-Dec-14 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to accomplish this goal.
H.1.E.3	Implement an outreach program for housing and services available for persons with developmental disabilities.	31-Dec-14 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to complete this action item.
H.1.E.4	Ensure equal access to housing for persons with disabilities.	On-going	The Town Planning Department is committed to reviewing and processing applications for Reasonable Accommodation to provide appropriate relief from development standards that might create a barrier to providing housing for a disabled or special needs person.
H.2.A.1	Dedicate 1 percentage point of TOT revenues to fund housing programs.	On-going	The annual dedication of TOT revenues to fund housing programs is 0.85 points (of 13 points).
H.2.A.2	Pursue grant funds to support housing programs, in particular funding for ELI households.	On-going	The Town and Mammoth Lakes Housing, Inc. continue to pursue grant funds to support housing programs. An application for CDBG grant funding was submitted by the Town and Mammoth Lakes Housing, Inc., in November, 2017 to provide 10 units of housing to lower income households. First-time homebuyer assistance is provided through ongoing grant reuse funds and additional HOME grant funds in 2017.
H.2.A.3	Develop and adopt a Community Housing Strategy.	31-Dec-14	The Town Council reviewed, discussed and accepted the Housing Action Plan: Live, Work, Thrive on December 6, 2017. The establishment of the Foundational Structure of the plan and initial implementation of the action strategies is a part of the Town's current work program.
H.2.A.4	Implement a program to monitor construction and rehabilitation of housing to meet ELI population needs.	31-Dec-15	The Town recently completed a comprehensive electrical remediation of the Glass Mountain Apartments using CDBG grant funding, which serves Extremely low income, Very low income, low income, and moderate income residents.
H.2.B.1	Develop and adopt an amended Housing Ordinance.	31-Dec-14	Adopted in June 2015.
H.2.D.1	Work with Mammoth Lakes Housing to acquire and renovate units that can be added to the workforce housing inventory. Program creation will include an evaluation of program costs, benefits, and opportunities.	31-Dec-15	Action strategies addressing conversion of existing units to ownership or rental opportunities for the workforce were included in the Housing Action Plan: Live, Work, Thrive.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/2017 - 12/31/2017

H.2.E.1	Study potential strategies to encourage upgrades of existing multi-family rental properties, including code enforcement.	31-Dec-15	CDBG grant funding was awarded in 2014 to assist in the financing of rehabilitation of 1 - 4 unit properties and rehabilitation of the Glass Mountain Apartments. The 1 - 4 unit rehabilitation grant is managed by MLH. Additional strategies have been incorporated in the Housing Action Plan. Mammoth Lakes Housing continues to pursue
H.2.G.1	Work with Mammoth Lakes Housing, Inc. to study and develop procedures that will avoid the inadvertent loss of deed-restricted units.	31-Dec-15	A new deed restriction instrument has been implemented that helps to alleviate some issues encountered with previous versions. A Revolving Loan Fund using a portion of the Town's Housing Mitigation Fee Fund has been successfully used to buy back deed restricted units.
H.2.G.2	Continue to work with Mammoth Lakes Housing and the Revolving Loan Fund (RLF) to assist in buying back existing deed-restricted units.	31-Dec-15	The Revolving Loan Fund is used annually to buy back deed restricted units. In 2017, one unit was preserved through the RLF.
H.2.H.1	Use 2011 Housing Needs Assessment to target efforts aimed at increasing housing for seasonal employees.	On-going	A Housing Needs Assessment update was completed in July, 2017, as a precursor to preparing a Housing Action Plan. The Housing Action Plan was accepted by Town Council in December 2017.
H.3.A.1	Work with Mammoth Lakes Housing, Inc. to develop and adopt minimum design and livability standards for affordable and workforce housing units.	31-Dec-14	Adopted concurrently with the Housing Ordinance in May 2015 (Resolution 15-14).
H.4.B.1	Adopt a resolution waiving a proportion of the application processing fees for developments in which at least 5% of units are affordable to ELI households.	31-Dec-15	Not yet completed.
H.4.E.1	Monitor the Town's DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA or housing objectives.	31-Dec-14 and on-going	An updated DIF schedule was adopted in 2015, which resulted in lower fees.

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

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/2017 - 12/31/2017

H.5.B.1	Provide information regarding fair housing practices at the Town of Mammoth Lakes offices and website, the Mammoth Lakes Community Center and Library, and the Mono County offices located in Mammoth Lakes.	31-Dec-14 and on-going	This information continues to be provided and available through both the Town and MLH websites and at the respective offices.
H.5.C.1	Establish a process to address fair housing complaints and inquiries.	31-Dec-14 and on-going	The Town and MLH established a process to address fair housing complaints and inquiries in 2014.
H.6.B.1	Town will enforce State Green Building Code requirements.	On-going	The Town is enforcing the California Building Code requirements.
H.6.C.1	Work with Inyo Mono Advocates for Community Action (IMACA) and Mammoth Lakes Housing to increase the number of weatherization retrofits and other upgrades of owner occupied and non-transient rental housing units in Mammoth Lakes.	On-going	IMACA has funding available for this program and Mammoth Lakes Housing and the Town provide information to the public as applicable.

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

Jurisdiction	Town of Mammoth Lakes
Reporting Period	1/1/2017 - 12/31/2017

General Comments:

The Town of Mammoth Lakes has made significant progress towards meeting the goals and objectives identified in the Housing Element. While the number of residential housing units completed in 2017 are classified as above moderate income units, there has been progress made in other areas including the Town and County's joint effort to complete a housing needs assessment, which informed the Town's Community Housing Action Plan accepted by the Town Council in December 2017. The Town is also in the process of purchasing the "Shady Rest" site; a significant 25 acre property that is the only property in Town subject to an affordable housing overlay zone. The Town's intent is to be able to influence the ultimate development of the site as affordable housing to the greatest extent possible and within a reasonable timeframe. The Town submitted a grant application in partnership with Mammoth Lakes Housing Inc. in November, 2017, requesting CDBG grant funding for Planning Technical Assistance related to the "Shady Rest" site as well as Homeownership direct assistance, and acquisition for rehabilitation for the creation of a four-unit affordable housing/mixed use property. Unfortunately, the applications were not granted for this round of funding.

ATTACHMENT 2

Detailed List of Planning Application Requests

Attachment 2: Detailed List of Application Requests

A. Adjustments –

- a. ADJ 16-005: 402 Pinecrest Avenue – Decrease of 20% of the required front yard setback and an allowance for parking in a setback not leading to a garage; approved 2/9/2017.
- b. ADJ 17-001: 2068 Forest Trail – Request to allow vehicle parking in a setback area not leading to a garage; approved 3/14/17.
- c. ADJ 17-002: Proposed installation of a trash chute within the parking garage at The Village to service an existing restaurant including removal of three parking spaces. Application withdrawn.
- d. ADJ 17-003: 79 Hill Street – 20% reduction of the twenty-five-foot front yard setback and ten-foot (west) side yard setback; approved 5/16/17.
- e. ADJ 17-004: 29 Kitzbuhel Place - Request for a 10% increase in the maximum building height of thirty-five feet; Application withdrawn.
- f. ADJ 17-005: 721 Forest Trail – 20% reduction in the required twenty-foot front yard setback; approved 7/13/17.
- g. ADJ 17-006: 488, 480 and 454 E. Bear Lake Drive – Request to allow paved vehicle turnaround areas to be located within the front yard setback area of lots 3, 4, and 5 of the Gray Bear II subdivision; approved 9/7/17.
- h. ADJ 17-007: 413 Rainbow Lane – 20% reduction of a side yard setback area for the Mountainside subdivision; approved 8/9/17.
- i. ADJ 17-008: 43 John Muir Road – 20% reduction of the front yard setback area; approved 9/20/17.
- j. ADJ 17-009: 37 Old Mammoth Road – 10% increase to the maximum wall sign area for Grocery Outlet; approved 12/22/17.

B. Administrative Permits – No Administrative Permit applications were submitted for the 2017 calendar year.

C. Administrative Design Reviews –

- a. ADR 17-001: 76 Bridges Lane – Construction of a new single-family residence located in the Altis Master Plan area; approved 8/16/17.
- b. ADR 17-002: 644 Old Mammoth Road - Re-paint permit for The Stove restaurant; approved 6/14/17.
- c. ADR 17-003: 125 Pine Street – Construction of a new Single-Family Residence within the Bluffs subdivision; approved 10/18/2017.
- d. ADR 17-004: 3241 Main Street – Re-paint permit for Mammoth Liquor retail store; approved 8/16/17.
- e. ADR 17-005: 92 Bridges Lane - Construction of a new single-family residence located within the Altis Master Plan area; approved 4/27/18.

D. Building Permits - A total of 800 building permits were applied for in 2017 and 729 building permits were issued.

E. Business Tax Certificates – A total of 360 business tax certificates were applied for in 2017.

- F. Concept Reviews/Planning Services Reviews –
 - a. PSR 17-001: 142 Arrowhead Drive – Zoning Verification letter for property owned by MMSA.
 - b. PSR 17-002: Request to release parcels known collectively as the “East Village Parcels” from the Intrawest Development Agreement and authorize the Town Manager to sign the Partial Release of Development Agreement; approved by T.C. 9/20/17.
- G. Design Review –
 - a. DR 16-012: Grocery Outlet – Design review for a grocery store; Approved 6/14/17.
 - b. DR 16-013: Best Western – Design review for building modifications; approved 1/3/2017.
 - c. DR 15-001A: 413 Rainbow Lane (Mountainside Amendment) – Amendment to Design Review 15-001, for design changes to the original approval for a 16-unit townhome subdivision; approved 8/9/17.
 - d. DR 17-001: 100 Canyon Blvd., Unit 217 – Exterior façade modifications to a commercial unit within the Village at Mammoth for Shelter Distilling; approved 3/14/17.
 - e. DR 17-002: 100 College Parkway – Construction of the Mammoth Arts and Cultural Center; ongoing.
 - f. DR 17-003: 2935 Main Street – Exterior façade and site improvements for a Starbucks coffee shop and drive-thru at the previous McDonalds location; approved 3/14/18.
- H. District Zoning Amendments –
 - a. DZA 16-002: North Village Specific Plan Amendment for a density increase for the Mammoth Hillside project; Approved 6/21/17.
- I. Film Permits – 10 film permit applications were submitted and processed in 2017.
- J. General Plan Amendments –
 - a. GPA 17-001: Amendment to the Land Use Element’s Institutional Public Land Use Designation and Buildout Table to allow for a wider range of housing uses to support the allowed institutional uses and to for the proposed Mammoth Arts and Cultural Center and Wounded Warrior Center projects; adopted 9/20/17.
 - b. GPA 17-002: Amendment for General Plan clean-up items including the correction of minor errors, typos, and inconsistencies; adopted 10/18/17.
- K. Outdoor Sales Permits – No outdoor sales permits were processed in 2017.

- L. Other Applications –
 - a. PACE Programs: Request from Dividend Finance to authorize the Town to join the “Figtree” PACE program; approved by T.C. 12-20-17.
 - b. PACE Program: Request from Golden State Finance Authority to authorize the Town to join the Ygrene PACE financing program; approved by T.C. 12-20-17.
 - c. Parking Analysis: Preparation of an off-site shared parking agreement amendment for the Mammoth Mall and the Bleu Market; completed 2/6/18.
- M. Sign Permits – 24 sign permits were processed in 2017 (2 were for temporary signs).
- N. Time Extension Requests –
 - a. TER 16-001: Six-year time extension for the North Village Parking Structure Project; Approved 4/12/17.
 - b. TER 16-002: Six-year time extension for the Inn at the Village Project.; approved 2/15/2017.
 - c. TER 17-001: 48 Lupin Street – six-year time extension request for the Tihana Townhomes entitlement to extend the approval to January 23, 2023; approved 5/10/17.
 - d. TER 17-002: Plum parcel located east of Le Verne Street and south of Gibbs Cemetery Road – Six-year time extension request for Vesting Tentative Parcel Map 10-001 and Use Permit 10-001to extend the approval to May 11, 2023; approved 5/10/17.
 - e. TER 17-003: 94 and 151 Berner Street – Six-year time extension request for the Vista Point Entitlement to extend the approval to November 18, 2023; approved 12/13/17.
- O. Tentative Parcel Maps – No Tentative Parcel Map applications were submitted in 2017.
- P. Tentative Tract Maps –
 - a. TTM 16-002: Gray Bear III – 8-lot single-family transient home subdivision; approved 1/11/2017.
 - b. TTM 17-001: 413 Rainbow Lane – An amendment to the Mountainside project, a 16-unit townhome project; approved 8/9/17.
- Q. TOT Code Compliance- During the FY 17/18, 46 TOT cases were initiated, and 76 citations were issued.
- R. Tree Removal Permits – 42 tree removal permit applications were submitted. Some tree permits included multiple trees, and many trees were removed for fuel reduction purposes to provide defensible space around residences and other structures. Other trees were removed because they were dying or deemed hazardous by a certified arborist.

S. Use Permit Applications –

- a. UPA 16-004: Plant 2 Product – A medical marijuana cultivation facility in the industrial park; approved 1/11/2017.
- b. UPA 17-001: 160 Commerce Drive – Fluids Manufacturing Inc. request to permit a medical marijuana cultivation facility in the Industrial zoning district; approved 6/14/17.
- c. UPA 17-002: 219 Commerce Drive, Unit 1 – Fluids Manufacturing Inc., request to permit a medical marijuana cultivation facility for the storage and transportation of marijuana plant material; approved 6/14/17.
- d. UPA 17-003: 485 Commerce Circle – Request to permit a medical marijuana cultivation facility; Withdrawn.
- e. UPA 17-004: 70 Carter Street – Request to establish a Bed and Breakfast use at an existing single-family residence located within the Rural Residential zoning district; approved 4/11/18.

T. Variances -

- a. VAR 17-001: 2068 Forest Trail – Request to permit a five-foot setback for a garage addition; approved 3/14/17.

U. Zoning Code Amendments -

- a. ZCA 16-003: Secondary Dwelling Unit Ordinance update; adopted 2/2017.
- b. ZCA 17-001: Cannabis regulatory framework update, repealing and readopting Chapter 5.38 of the Municipal Code, and repealing the cannabis moratorium (Ordinance 17-09); adopted 3/13/18.
- c. ZCA 17-002: Zoning Code Cleanup: Amendments to address specific land use provisions, correction of minor errors, typos, and inconsistencies, and clarification of specific standards; adopted 10/18/17.