



TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2023

Prepared by:

Town of Mammoth Lakes Community and Economic Development Department
P.O. Box 1609
Mammoth Lakes, California 93546
(760) 934-3630
planning@townofmammothlakes.ca.gov

Approved by:

Rob Patterson
Town Manager

Date: May 7, 2025

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, Governor's Office of Planning and Research (OPR), and the CA Department of Housing and Community Development (HCD) 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 and Economic 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, 2023.

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ATTACHMENTS

1. 2023 Mammoth Lakes Housing Element Annual Progress Report – Table D
2. Detailed List of Planning Applications

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EXECUTIVE SUMMARY

The Town of Mammoth Lakes 2023 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 May 7, 2025. The 2023 Annual Housing Element Progress Report (Attachment 1) was previously submitted to the State Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) on April 1, 2024.

This report summarizes the measures and actions associated with the implementation of the Town's General Plan elements with specific reference to each of the individual elements required by State law. These elements include Land Use, Circulation, Conservation, Open Space, Noise, Safety, and Housing. The Town's General Plan addresses all the required elements and includes several optional elements that address specialized local objectives and priorities. The organization of the Town's General Plan elements differ slightly from the State's standard in how they are titled and organized.

During the 2023 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 2022, and work on both long-range and current projects that were initiated in 2023.

In mid-2022, the Town Council established updated Council strategic priorities and key objectives for the ensuing 18-month period.¹ The strategic priorities build off the 2007 General Plan Vision Statement and are intended to establish and guide staff work programs to further the implementation of that vision. The strategic priorities identified during the workshop formed the basis for strategic investment and allocation of limited time and financial resources during the 2023 planning period. The four primary Strategic Priorities that were adopted, based largely upon the values identified in the 2007 General Plan Community Vision Statement, are:

1. Expand availability and affordability of community housing.
2. Enhance a sustainable recreation economy with partnerships and investment.
3. Investment in infrastructure improvements and maintenance.
4. Implementation of enhanced and required municipal services.

Accompanying the four strategic priorities are focused objectives that could feasibly be accomplished within the projected 18-month period. Accomplishments for the 2023 planning year are discussed throughout this report.

¹ Prior 'Strategic Priority and Key Objective Statements' were approved by the Town Council in 2014, 2016, 2018, and 2021.

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2007 GENERAL PLAN

State General Plan Guidelines

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

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

The 2007 Town of Mammoth Lakes General Plan did not include updates to the Housing, Parks and Recreation, or Noise Elements. The status of those elements are described below:

- The Parks and Recreation Master Plan (PRMP) was comprehensively updated in 2012, thereby replacing the previous 1990 Parks and Recreation Element.
- The Mobility Element was comprehensively updated in 2016, thereby replacing the 2007 Mobility Element.
- The Housing Element is comprehensively updated on a schedule established by the State and the following updates have occurred since 2007 covering the specified planning periods:
 - 2007-2014 Housing Element (GPA 10-002)
 - 2014-2019 Housing Element (GPA 13-002)
 - 2014-2019 Housing Element Amendment (GPA 15-001)
 - 2019-2027 Housing Element (GPA 19-001)
- The Public Health and Safety Element was comprehensively updated in 2019 to address wildfire hazards and incorporate climate adaptation strategies.
- The Noise Element (1997) is still in effect and will be updated when feasible.

In addition to the above comprehensive updates, the Town Council has made several policy decisions regarding implementation and resulting in minor amendments to the General Plan. These include the 2009 PAOT/PIEC Policy, the 2014 Zoning Code Update, the 2014 elimination of the CBIZ Policy, and the 2016 updates to the General Plan and Zoning Code to implement a floor area ratio (FAR) standard and update the General Plan Mobility Element. A General Plan Amendment was approved in 2017 to increase 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

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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, which are located on College Parkway within the IP zoning designation.

A summary of all the General Plan Amendments that have been approved since 2007 is available here: <https://www.townofmammothlakes.ca.gov/DocumentCenter/View/9571>.

Key Efforts and Challenges in Implementing the General Plan

The following key efforts were accomplished in 2023 to implement the General Plan:

- The Town Council adopted the 2024 Strategic Priorities and Key Objectives in December 2023 to identify the focus areas for the following year. The priorities and objectives build off of the General Plan Vision Statement and placed an emphasis on “Investing in our Community Quality of Life through Economic, Environmental, and Financial Sustainability.”
- Since 2021, Town Council has allocated approximately \$19M (\$8.1M in 2021, \$5.7M in 2022, & \$5.3M in 2023) towards various workforce housing programs and projects, including the Parcel, small-site development (e.g., 60 Joaquin PUD), the Bridge Program, and partnership projects with MLH (e.g., Access Apartments, Homekey hotel conversion).
- Construction continued on Phase 1 of The Parcel in 2023. Phase 1 will consist of 81 units (80 affordable, 1 manager) of housing, childcare space for up to 34 children, community space, and a 0.8-acre park. Units are expected to be available for occupancy in 2024.
- Town staff continued to partner with Mammoth Lakes Housing (MLH) on the Bridge Program with the goal of increasing the number of affordable units within the Town through the acquisition of existing market-rate units that are then resold at a reduced affordable price (focus is on missing-middle income households [120%-150% AMI]). As of the end of 2023, six (6) units have been acquired since November 2021 and five (5) units have been resold to income eligible households with a deed-restriction in place.
- The conversion of the Innsbruck Lodge into a rental affordable housing development began in 2023. The project is largely funded through the State Project Homekey program and is intended to assist those who are experiencing homelessness. When complete, the project will provide 16 apartments (15 affordable and 1 manager’s unit).
- Work on the Mammoth Disposal Transfer Station Expansion project was completed in 2023. The project allows for a large volume transfer station and relocation of the recycling center. The transfer station expansion was necessary to accommodate the closure of the Benton Crossing Landfill, and the need to transfer all locally generated solid waste onto long-haul trucks that will be transported to a landfill outside of the region. The Town celebrated a ribbon cutting at the facility in November 2023.
- Work continued on the Main Lodge Redevelopment project which encompasses a complete redevelopment of the Main Lodge ski area facilities. This is anticipated to be a multi-year process. Work completed in 2023 focused on the environmental review (CEQA and NEPA) and drafting of the Specific Plan.

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- The Community Recreation Center project continued. This project will provide an enclosed Olympic-sized ice facility in the winter (LA Kings Ice at Mammoth Lakes) and a multi-sport recreation facility in the summer (Mammoth RecZone). Crews continued to build out the Sprung components and operating amenities as well as paving the parking lot. The Town celebrated a ribbon cutting at the facility ("ICE Friday") in November 2023. .
- Master planning of the Mammoth Lakes Foundation (MLF) property began in 2022. Land uses included in the initial concept plan for the site includes a dog park, child-care facility, performing arts center, parking, housing, and snow storage.
- The existing tennis courts at the Community Center were rehabbed with new sport court material and the prior outdoor ice rink was converted into six (6) pickleball courts. The Town celebrated a ribbon cutting at the two facilities in October 2023.
- Construction began on the Community Dog Park located on the MLF property. The 1-acre facility will provide a fenced area with separate big and small dog areas. Grading began in in fall 2023 and is expected to be completed in 2024.
- Mammoth Lakes experienced extreme and record-setting snow and weather conditions during the winter of 2022/23, leading the Town Manager to proclaim a state of emergency in March 2023. The extreme weather led to significant damage throughout the community to both private structures and public infrastructure.
- The rehabilitation of Laurel Mountain Rd was completed in 2023. The project addressed the existing condition of the roadway, lack of pedestrian safety, and forthcoming increases in pedestrian/community needs resulting from development of The Parcel.
- Town financially supported the Whitebark Institute of Interdisciplinary Environmental Sciences (Whitebark) to assist in the development and implementation of the initial phase of a 58,000+/- hazardous fuels reduction project referred to as the Eastern Sierra Climate and Communities Resilience Project (ESCCRP).
- An update of the Airport Layout Plan (ALP) was completed and approved by the Federal Aviation Administration (FAA) in February 2023. The ALP is a 20-year outlook on potential development at the airport.
- To address eBike safety, an Ordinance was introduced in December 2023 to govern MUPs, sidewalks, and trails and allows the Mammoth Lakes Police Department to issue citations and educate the public regarding the use of eBikes and other related modes of transportation.
- An ordinance was introduced in December 2023 to prohibit single-use plastic water bottles within the Town. The first phase will go into effect on January 1, 2025, and will prohibit the use, sales or distribution of single-use plastic water bottles of 500ml or less at Town-affiliated events. Phase 2 will go into effect a year later on January 1, 2026 and will prohibit any business from selling or distributing single-use plastic water bottles of 500ml or less within the Town.
- An ordinance was introduced in July 2023 to ban Styrofoam food containers in response to AB 1276 (Single-Use Foodware Accessories and Standard Condiments). The ordinance will become effective on January 1, 2024.
- In October 2023, the Town Council adopted a moratorium on the issuance of new Short-Term Rental (STR) certificates in defined zoning areas within the Town. This action was in response to the significant and increasing shortage of housing that is accessible to the local workforce, along with the need to protect the health,

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safety and welfare that results from the lack of available and affordable housing to the local workforce and residents. As a part of the work program to analyze the impacts of STRs, the Town Council appointed an STR Advisory Committee in November 2023 to provide recommendations to the Town Council intended to alleviate some of the housing issues caused by STRs.

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

- Competing, necessary, and unanticipated priorities, as well as State mandates influence staff time spent on approved work programs, and do not always directly align with the General Plan Implementation Program items that are typically used to gauge progress towards implementing the General Plan. Funding limitations also make it necessary to prioritize specific projects and objectives for Town work programs.

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 implemented through the day-to-day application of the Zoning Ordinance. The Town’s most recent comprehensive Zoning Code Update (ZCU) was adopted in 2014. Since that time, numerous Zoning Code Amendments have been processed. In 2023, the following Zoning Code Amendment was worked on and adopted:

- ZCA 23-001 – ADU, Childcare, and Landscaping Ordinance: This amendment updated the following Zoning Code Sections: (1) 17.52.055 (Accessory Dwelling Units) to revise height limit and reduce front setback requirements for ADUs; (2) Section 17.52.100 (Child Day Care Facilities) to achieve compliance with State legislative requirements; and (3) Chapter 17.40 (Water Efficient Landscape Regulations) to incorporate wildfire mitigation landscape standards in accordance with General Plan Health and Safety Element Action Items. ZCA 23-001 was adopted by the Town Council in April 2023.

The Parcel

Land Use Element Goal L.2 directs the Town to “Substantially increase housing supply available to the workforce” and Action Item L.2.C.1 directs Town staff to develop a workforce housing strategy. Town Council adopted a Strategic Priority in December 2018, directing staff to focus work programs to “expand availability and affordability of community housing.”

The purchase of the “Shady Rest” parcel was determined to be a near-term action strategy in the 2017 Mammoth Lakes Community Housing Action Plan (CHAP). In an effort to implement the Community Housing Action Plan and facilitate the development

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of workforce housing as directed in General Plan Land Use Policy L.2.C, the Town purchased the +/- 25 acre "Shady Rest" parcel and escrow closed on the property in March 2018. The CHAP defined a near-term action strategy to pursue a community process of master planning the "Shady Rest" parcel (now referred to as The Parcel). In December 2019, Town Council accepted the Preferred Conceptual Land Use Plan that proposed up to 450 affordable workforce housing units. In January 2021, the Parcel Master Plan was approved by the Town Council, which established the regulatory framework for the build-out of the 25-acre site as an affordable housing development with up to 580 workforce housing units. Following the adoption of the Master Plan, a use permit authorizing double the site's base density (*allows up to 580 units*) pursuant to the Town's density bonus provisions and the Phase 1 design review entitlement were approved in February 2021. Tree removal and rough grading began in fall 2021.

The Parcel Phase 1 building permit was issued in 2022 with construction beginning shortly after. Significant progress was made on construction of The Parcel in 2023. By the end of the year, site improvements and building construction were substantially completed. Phase 1 (The Sawyer) includes 81 units (80 affordable and 1 manager's units) consisting of studio, 1-bedroom, 2-bedroom, and 3-bedroom units. Construction is anticipated to be completed in spring/summer 2024. In addition to the affordable units, The Sawyer will include a childcare facility for up to 34 children and a public park incorporating a new National Demonstration Site 5-12 year old playground, climbing dome, pavilion, picnic area, slack line, and a winterized restroom.

Phase 2 (The Kingfisher) consists of 148 units (146 affordable and 1-2 manager's), which will be separated into two phases. Kingfisher 2.1 will consist of 76 units while Kingfisher 2.2 will have 72 units. Tree removal was completed in fall 2023 in anticipation of site grading and construction beginning in spring 2024. In 2023, the Town and its development partner, Pacific West Communities, were successful in securing approximately \$30M from state and federal funding sources to begin construction of Kingfisher 2.1. The partners are hopeful to secure additional funding in 2024 to allow for construction of the second phase of the Kingfisher.

Phase 3 of The Parcel will be an ownership phase with approximately 50 units that will be available to households earning up to 200% Area Medium Income (AMI). Staff have been working with the developer in 2023 to refine their plans for Phase 3 and expect an entitlement application in 2024.

Main Lodge Redevelopment

Following the completion of the land exchange with the USFS in 2020, Mammoth Mountain Ski Area (MMSA) began the planning process for the future redevelopment of the Main Lodge property. The project consists of the redevelopment of approximately 35 acres of privately owned land at the base of the Mammoth Mountain Ski Area Main Lodge area (*land exchange parcels*) and the entitlements are expected to take multiple years to complete due to the scale and complexity of the Project. After a concept review took place in 2021, preparation of the required environmental documents (CEQA and NEPA) began in 2022 and a Notice of Preparation (NOP) for the Draft Environmental Impact Report (DEIR) / Environmental Impact Statement (EIS) was released in November 2022. Work on the joint EIR/EIS continued in 2023 and the draft EIR/EIS is expected to be released in late-2025. Staff continue to provide regular updates to the Town Council and Planning and Economic Development Commission on the status of the project.

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Other Large Planning Projects Submitted, Completed, or Underway in 2023

- Sierra Nevada Redevelopment, Phase 1 (164, 202, and 248 Old Mammoth Road): Rehabilitation of the existing Sierra Nevada Lodge and the addition of 30 resort cabin units. The project also included an Alternate Housing Mitigation Plan (AHMP) to allow the project to satisfy its affordable housing mitigation requirements by converting an existing portion of the hotel into three affordable units with seven bedrooms that will be restricted to employees of the hotel making 80% or below AMI. The project required an amendment to the Clearwater Specific Plan (CSP) to allow the interim development of the site to occur while still preserving the allowances granted to the larger Old Mammoth Place project. *Entitlement submitted in November 2021 and approved in February 2022; Construction was underway in 2023*
- Limelight Hotel (Corner of Canyon Blvd and Lake Mary Rd): 151-room hotel and 15 for-sale residential units. *Concept Review submitted in November 2020 followed by entitlement application in February 2022; Approved in May 2022; Construction was underway in 2023*
- Villas III (101 Callahan Way): 33-unit planned unit development within the Lodestar at Mammoth Master Plan area. *Submitted in February 2021 and approved in May 2022; Construction was underway in 2023*
- 60 Joaquin (60 Joaquin Road): Deed-restricted four-unit multi-family planned unit development. *Submitted January 2023 and approved in June 2023.*
- The Outpost (126 Old Mammoth Road): Renovation of the existing 2-story Mammoth Mall building to improve the existing commercial building consisting of restaurant, retail and office uses. *Submitted November 2023*
- Town of Mammoth Lakes Civic Center (1344 Tavern Road): New administrative offices for the Town of Mammoth Lakes. *Submitted December 2023*
- Regal Peak (6060 Minaret Road): A 5-story Resort Condominium Development with a total of 198 rooms within 118 residential condominium units. *Submitted December 2023.*

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 2022 calendar year, which was accepted by Town Council in August 2023.

Urban Growth Boundary

Land Use Goal L.6 directs the Town to maintain its Urban Growth Boundary (UGB) to ensure a compact urban form, prevent sprawl, protect natural and outdoor recreational resources, and monitor development in terms of build-out in the General Plan. In Accordance with General Plan Land Use Policy L.6.E (*National Forest lands that are exchanged into private ownership will be included within the UGB whether or not they*

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are contiguous with the UGB), the Town continues to monitor and coordinate with Mammoth Mountain Ski Area (MMSA) regarding its Land Exchange with the U.S. Forest Service which was completed in March 2020.

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 Community Design 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.

One of the four Town Council Strategic Priorities for 2023 is "Enhance a sustainable recreation economy with partnerships and investment" and a specific objective identified under this priority is to complete the Community Recreation Center (CRC) project. The initial phase of work concluded in late-2023 on the CRC project and the Town celebrated the ribbon cutting at the facility ("ICE Friday") in November 2023. The CRC is a Sprung Performance Arena containing an Olympic size ice rink in the winter and the 20,000 square foot Mammoth RecZone sport court in the summer. The CRC is the major recreation amenity at Mammoth Creek Park West that includes a new mobility hub with parking for up to 118 vehicles along with electric vehicle charging stations and access to the Town's trail and transit systems. Mammoth Creek Park West will also include a future natural play area and a 7,700 square foot inclusive playground.

Goal C.3. of the Community Design Element calls for the Town to provide safe and attractive public spaces, including sidewalks, trails, parks and streets. To implement the policies and actions of this Element, the Town continues to work on projects that will create significant public spaces and incorporates the oversight of an Advisory Design Panel (ADP) and/or Planning and Economic Development Commission Design Committee to review site design, building massing and architecture of proposed development projects. In 2023, the Design Committee met one (1) time and reviewed one (1) project. The ADP met one (1) time to review one (1) project.

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 2023, the Town continued to apply the Town wide Neighborhood District Planning document, which integrates all the neighborhood district plans into a single comprehensive document. The Town wide document continues to facilitate the overall planning and implementation of specific policies and actions contained in the individual

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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 in December 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 2023 that implement the Mobility Element are described below.

The Public Works and Engineering Work program for 2023 aligned with the July 2022 Town Council Strategic Priority of “Investment in infrastructure, improvements, and maintenance.” The Council’s objectives included the following:

- Invest in community infrastructure planning, maintenance, replacement and improvements (Roads, MUPs, Parks, Town Office, and Equipment).
- Ongoing update of prioritized 5-year Capital Improvement Plan (CIP) and defined funding for annual implementation, including DIF update.
- Define and initiate mobility program including micro-mobility solutions, enhanced EV capacity, and transit improvements.

Streets

In 2023 Governor Newsom signed SB 606 which became law on January 1, 2024. SB 606 amends Section 503 of the Streets and Highways Code, granting the California Transportation Commission (CTC) the authority to relinquish all or a portion of Caltrans State Route (SR) 203 to the Town of Mammoth Lakes. The process for consideration by Town to consider accepting all, a portion, or none of SR 203 in Mammoth Lakes is to request a Relinquishment Assessment Report (RAR) be completed by Caltrans. The Town made this request in December. At this time, staff is waiting on a response from Caltrans and continues to evaluate this opportunity.

While designing the Minaret Multi-use-path (MUP) staff and Kimley-Horn discussed the possibility of a roundabout at the intersection of Minaret and Meridian. The design would eliminate the generally unnecessary traffic signal and improve safety for pedestrians and golfers and will better incorporate the future MUP. Staff completed programming documents and is allocating STIP funding towards the design of this intersection.

The winter storms of 2023 broke nearly all records and, in the process, caused significant damage to Town street and pedestrian infrastructure. Using the emergency declarations of the Town, County, State and Federal entities, the Town was able to contract to have emergency repairs completed. The initial scope included Sierra Nevada Road, Commerce Drive, Old Mammoth Road, Meridian Boulevard, and Minaret Road, with types of repairs including 2” mill and patch, 3” mill and patch, and full depth pulverization, regrade and repaving. The final cost of the project was \$598,359.30.

The Town road crew provided stop gap and seasonal maintenance of the Town’s streets, signs, and drainage systems. This included restriping all the Town’s streets, replacement

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of damaged signs, and clearing the Town's culverts and dry wells. Additionally, the Town continued replacing all street name signs with MUTCD compliant signs. The winter storms of 2023 caused more damage than usual, and the late snow reduced the construction season significantly.

During 2023, Pacific West Builders nearly completed the connector streets to the Parcel affordable housing project. The new Inyo Street and an extension of Tavern Road converge in the center of the parcel and support the 81 units under construction and the future phases in the development. This work is being managed by Pacific West Builders and funded by a State Infill Infrastructure Grant (IIG) the Town and Pacific are co-applicants on. Work should be complete in 2024.

The following street project contracts were awarded in 2022 and nearly completed in 2023.

- Chaparral Road Extension - Project consists of the construction of a new complete street on a "greenfield" forested site, that includes the installation of underground utilities, curb and gutter, sidewalk, multi-use path, bus shelters, street lighting, landscaping, signage, and striping.
- Laurel Mountain Road - Project includes the construction of a new sidewalk, curb and gutter, storm drain, sewer, street lighting, RRFB pedestrian beacon, and reconstruction of the existing pavement on Laurel Mountain Road between Main Street/CA Hwy 203 and Sierra Nevada Road.

The Reds Meadow Road project was bid in late 2022 and awarded in January 2023 to Herback General Engineering. Due to the large winter in 2022/2023, the contractor was not able to begin working on the project until July and it is anticipated that there will be access restrictions during summer 2024 to allow the contractor to catch up for time lost in 2023. The project is anticipated to be completed in 2025.

Mobility Projects

In 2023 the Town opened the Community Recreation Center and associated mobility hub. The Mobility Hub includes a new bus shelter and turnout, 12 Tesla Superchargers, 4 universal J-1772 chargers, and free community parking.

The Town bid and awarded a contract to construct a new community dog park. An important aspect of this facility is a parking lot that supports the new dog park along with the adjacent trail head and community facilities. The free parking includes a public restroom and access to transit.

Pedestrian Facilities and Trails

Trails accomplishments for the summer of 2023 included the deployment of Host Program staff to key public access nodes, construction of new trail segments in the Lakes Basin with volunteers and staff, the Lower Rock Creek Trail repairs, new signage, tree removal, and public communications.

The Town was awarded a Highway Safety Improvement Program (HSIP) grant to replace the flashing beacons on SR203 Main Street at the intersections of Laurel Mountain and the Mammoth Lakes Post Office. The improvements include new overhead rapid flash

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beacons, advance warning signage, and push buttons that confirm for the user that the system is operating. Work was completed in late 2023.

Kimley-Horn, under contract by the Town, completed plans and specifications for a new MUP along the entire length of Minaret Rd. The separated 12-foot wide asphalt path will traverse Town north to south and connect existing MUP infrastructure on Lake Mary Rd and Old Mammoth Rd. The Town advanced the project by programming \$3M in STIP funding to finance the construction of the project.

Mammoth Lakes Recreation (MLR) was awarded a grant to complete the trail head on Sherwin Creek Rd. MLR is partnering with the Town to manage the construction contract. Plans and specifications were effectively shovel ready and staff will finalize the plans and bid the project in 2024.

Staff worked with California Consulting to apply for a \$1M grant to reconstruct nearly 3 miles of existing MUP's. If successful, the work would be bid in 2024 with the existing road rehabilitation project.

A few years ago, staff began working with Caltrans on a continuation of the Lakes Basin Trail along Main Street. The new segment coined the South Main MUP would connect to the existing MUP's at the Main Street intersections of Minaret and Callahan. Staff programmed the design of this facility using STIP funds. Once designed and approved by the State, staff will seek construction funding.

Air Service

Advanced Airlines provided flights to Mammoth Yosemite Airport (MMH) from Burbank (BUR), Carlsbad (CLD), and Hawthorne - LA (HHR) during winter months and to CLD and HHR during summer months. United Airlines provided flights to Eastern Sierra Regional Airport (BIH) in Bishop from San Francisco (SFO) during winter and summer months and from Denver (DEN) in winter months. Mammoth Yosemite Airport supported other aviation flights and training such as firefighting, medivac, search and rescue, military, utility company inspections, and general aviation.

During 2023, there were two capital improvement projects constructed at the airport. The first project was the Automated Weather Observation System (AWOS) Relocation and Upgrade project. Construction began in July 2023 and will be completed in spring of 2024. The scope of work includes relocating the AWOS from its exiting location to a new location further west near the segmented circle and upgrading the equipment. The second project was an emergency fence project to fix the damaged chain link fence surrounding the airfield that was significantly damaged during the 2022/2023 winter season. The main terminal building was remodeled by airport employees and the room that used to house TSA equipment was remodeled into a café. Starting during the 2022/2023 winter season, Advanced Air passengers were checked in at the Airport's main terminal rather than the Fixed Based Operator terminal.

Staff worked with consultants to design the Aircraft Rescue Firefighting Vehicle (ARFF)/Snow Removal Equipment Building project. Design is still underway in 2024, and the project was renamed as the Multipurpose Building to include ARFF and SRE. Design work will continue throughout 2024 with construction anticipated in 2025.

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A Request for Qualifications was published for on-call engineering and architectural services for the airport. Statements of qualifications were received, interviews were conducted, and two firms were selected to provide on-call engineering and architectural services to the airport over the next five years.

The Airport Layout Plan (ALP) was completed and accepted by the Federal Aviation Administration (FAA) in February 2023. The ALP is intended to serve as a guide for the future development of the airport and reflects current conditions and the potential growth and expandability of the facility. The ALP identifies future development projects and further categorizes those projects into short-term (0-5 years), mid-term (6-10 years), and long-term (11-20 years) projects.

Staff continues to work with Inyo County, Mono County, Eastern Sierra Council of Governments, Mammoth Lakes Tourism, Caltrans, Federal Aviation Administration, and Hot Creek Aviation, the Airport's Fixed Based Operator (FBO), to enhance regional air service and transportation and the Mammoth Yosemite Airport's amenities and services.

Public Transit

The Town continues to contract with Eastern Sierra Transit Authority (ESTA) to provide community transit services, which are funded with committed Transient Occupancy Tax revenues and dedicated transit funding. These services provide over 15,000 service hours annually. ESTA and the town met many times in 2023 to discuss how transit could better serve the Old Mammoth neighborhood, the future residents of the Parcel, the Community Recreation Center and better route transit for coverage and simplicity. Staff and ESTA developed a new set of routes modifying the existing purple line and establishing a new teal line. The new route was implemented in late 2023 with the teal line using the recently constructed Woodmen turnaround.

At the request of Mammoth Mountain Ski Area, ESTA conducted a micro-transit study to analyze the possibility of adding a micro transit program. In short, the program would more than likely work in Town. However, it would cost upwards of \$1M/year to operate and provide service to significantly less riders than existing fixed route options. At this time there is no direction to advance such a program.

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 in February 2012, the Parks and Recreation Master Plan (PRMP) assists in implementing the Parks and Recreation element and guides the development and improvement of a system of parks and recreation facilities to serve the recreational needs of Mammoth Lakes' residents and visitors. As stated 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 fundamental purpose of the Parks and Recreation Department is to deliver residents and visitors with high-quality recreation facilities and diverse programming that promotes

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excitement, individual expression, exploration, pleasure, challenge and accomplishment that can lead to an improved quality of life. By providing opportunities for these interactions and connections to occur, the department is directly contributing to the development of strong families, social equity, an enriched quality of life and most importantly, a healthy and vibrant community.

Parks and Recreation Strategic Workplan

Accepted by the Recreation Commission in December 2022, the annual workplan was developed to strategically guide the department and Recreation Commission in fulfilling the shared vision and mission for community recreation. The strategies for 2023 are aligned with the Town Council 18-Month Strategic Priorities and the Parks and Recreation Master Plan.

The four core strategies and goals that were accepted by the Recreation Commission are as follows:

1. Maintain and Enhance the Town's Recreation Infrastructure
 - a. Open and operate the Community Recreation Center (CRC), which consists of LA Kings Ice at Mammoth Lakes and the Mammoth RecZone.
 - b. Lead and support efforts to provide multi-purpose, year-round, indoor and outdoor recreation amenities in Mammoth Lakes. CIP projects include: Community Dog Park, Park at the Parcel, MACC/Edison Theatre, Outdoor courts (tennis/pickleball), Bike Park/pump track, Boulderling Park, and Mammoth Creek Park West play area.
 - c. Enhance recreation infrastructure to improve user safety, operations, and overall guest experience through: (1) Maintenance Best and NEXT practices, (2) Deferred Maintenance Program, (3) Amenities Enhancement Program.
2. Deliver High-Quality, Innovative and Affordable Recreation Programming
 - a. Create and deliver scalable, sustainable and DEI Core Community Programs aligned with the resource capacity and capabilities of the Department.
 - b. Core Program Areas: (1) Youth/Teen camps and programs, (2) Adult activities, (3) CRC programs, (4) Facility operations/maintenance, (5) Community events.
 - c. Provide enhanced recreation programming by partnering with local organizations, fund local non-profit youth sporting groups (YSF), hire skilled instructors, or contract with recreation entities.
3. Strengthen Organizational Systems, Structures and Operations
 - a. Realign the Department's organizational structure to further the growth, quality, and efficient delivery of the Core Program Areas.
 - b. Continually improve the delivery of Core Program Areas by constantly measuring performance, utilize a data-driven approach, and implement a NEW community recreation management platform: (1) Recreation and Facility Satisfaction Survey, (2) DaySmart Recreation, (3) PlayCore Data Services Lab.

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- c. Implement a Communication Plan that effectively and in a cost-effective manner, disseminates inclusive information and encourages participation in the Core Program Areas: (1) New Parks and Recreation Department website, (2) Recreation This Week newsletter, (3) social media, (4) Brochures, flyers, and print ads.
4. Build Capacity, Teamwork and Recruit & Retain the Best
- a. Build capacity by aligning positions (responsibilities) and desired outcomes with professional, prepared, and passionate people through: (1) Workforce Development, (2) Professional Development, (3) Education and Networking, (4) Customer Service Training.
 - b. Build a high-performing Team by integrating the 5 C's into daily operations to achieve extraordinary results: (1) Communicate, (2) Connect, (3) Collaborate, (4) Commit, and (5) Celebrate!
 - c. Strategically recruit, retain and recognize our employees: (1) Recruitment Plan, (2) Recognition Plan.

Recreation Programming

Parks and recreation provide essential services and infrastructure critical for the physical and mental well-being and resilience of our community. It is well documented that having access to quality parks and recreation services improves physical and mental health, reduces crime and violence, increases access to healthy foods, drives community connection and boosts economic activity. It is the mission of the Parks and Recreation Department to provide multi-purpose, year-round, indoor and outdoor recreation opportunities accessible to all residents and visitors.

2023 saw a full return to pre-COVID programming, with over 1,400 youth participants (+171 from 2022) and over 800 adult participants (+149 from 2022). Our popular summer camps included several new additions: Advanced Bike Camp, Advanced Backpacking Camp, Gymnastics Camp, Wilderness Camp and Camp Mammoth. After-school programming included Spring & Fall Bike Squads, Spring & Fall Skate Squads, Hot Shots Basketball, Little Wreckers and Cooking Classes. Instructional programs included Gymnastics, Swimming, and Ice-Skating lessons. 2023 also saw the return of all adult leagues – curling, hockey, indoor soccer, volleyball, and softball.

Recreation Facilities

The physical and mental health benefits of outdoor recreation are well known. Visitation at our admission-based facilities was strong, with the final season of the Mammoth Outdoor Ice Rink hosting 8,651 visitors during the 2022/23 season, and the Whitmore Pool receiving 7,236 swimmers in Summer 2023.

Deferred Maintenance

The Town continues to operate and maintain all Town owned and managed parks and recreation facilities, including Mammoth Creek Park, Community Center Park and Tennis Courts, Shady Rest Park, Trails End Park and Little Brothers Skate Park, and Whitmore Recreation Area. In 2023, a total of \$585,202 of deferred maintenance work was undertaken. Allocation by facility is highlighted below in the graph.

Deferred maintenance continued at the Whitmore Recreation Area, with the completion of extensive rehabilitation of Softball Field 2. This included the removal of lips at the

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turf/infield interface, resizing of the infield and replacement of infield mix, and perimeter fencing. At the Community Center Park and Tennis Courts, Courts 5 and 6 were leveled and power washed, prior to the installation of a Sports Court Modular Overlay Surface. New net posts were also installed, in addition to a new basketball hoop and backboard on Court 1.

Community Recreation Center

In November 2023, the new Community Recreation Center and LA Kings Ice at Mammoth Lakes celebrated its grand opening with over 700 community skaters. The CRC is a Sprung Performance Arena enclosing an Olympic size ice rink that will operate in the winter and in the summer, durable sport tiles will cover the rink area creating a 20,000 square foot Mammoth RecZone. Combined with community-driven and professionally branded programming, the new year-round facility operated by the Parks and Recreation Department will be a game-changer for recreation in Mammoth Lakes.

Mammoth Pickleball Complex

Following the decommission of the Mammoth Outdoor Ice Rink, six (6) regulation Pickleball Courts were installed on the site. This included the installation of a Cushion Extreme surface, and Pickleball lines and nets. The complex opened in mid-September and saw heavy use through Fall and early Winter.

Special Use Taxes

The “Mammoth Lakes Recreation, Trails and Parks Investment Initiative” (aka Measure R) was adopted by the Mammoth Lakes Town Council in February 2008 and was approved by the voters of Mammoth Lakes in June 2008. The Ordinance imposed a Transactions and Use Tax in the amount of one-half percent for the purpose of funding Recreation, Trails and Parks. Measure R is a special fund designated for use by the Town of Mammoth Lakes only 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. Recommendations for the use of Measure R funds are determined by Mammoth Lakes Recreation and presented to Town Council for approval.

Measure R projects completed in 2023 include:

- Measure R audit
- Whitmore Track/Trails End Park maintenance
- Recreation Equipment/Supplies
- Mammoth Lakes Recreation administration
- Trails administration and projects

The “Mammoth Lakes Mobility, Recreation and Arts & Culture Utility Users Tax Ordinance” (aka Measure U) was adopted by the Mammoth Lakes Town Council in March 2010 and approved by the voters of the Town of Mammoth Lakes in June 2010. The Ordinance states: “On or after July 1, 2011 all proceeds of the tax and imposed hereunder shall be accounted for and paid into a special fund designated for use by the Town of Mammoth Lakes, and used only for the following purposes: Planning, construction, operation, maintenance, programming and administration of facilities and projects for Mobility, Recreation and Arts & Culture. Such tax proceeds shall not supplant existing funds used

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for the purposes set forth above.” Recommendations for the use of Measure U funds are determined by Mammoth Lakes Recreation and presented to Town Council for approval.

Measure U projects completed in 2023 include:

- Special event transit services
- Arts and cultural programming and special projects
- Contract administration
- Measure U audit
- Special event equipment
- Mammoth Lakes Recreation administration

Conservation Elements

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

Resource Management and Conservation Element

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

The Town continues to support the preservation of Mammoth Creek, which runs through town, by prohibiting development that does not maintain established setbacks and by managing Town-owned properties along Mammoth Creek for open space, habitat preservation, and passive recreation.

In accordance with the Town Council’s Strategic Priority to “enhance our recreational based economy through amenity investment,” the following items were accomplished in 2023:

Summer Trails and Programs

The Mammoth Lakes Trail System Trail crew worked over the summer clearing fallen trees, maintaining system trails, installing new signage and continued construction of the new Lakes Basin trail – Black Bear Run. The Trail Crew assessed infrastructure damaged from the large 2022/2023 winter and completed repairs as needed to keep the Trail system standards. The summer Trail Host program continues to provide information, collect data, and help residents and visitors have fun safely. From June 1 – September 4 the host team reported 19,155 interactions with users, observed 79% of dogs on leash, cleaned up over 1,253 pounds of trash, and 246 pounds of pet waste. Mammoth Lakes Trail System Summer of Stewardship began with an in-person stewardship event in June 2023, in celebration of ‘National Trails Days’. This event hosted over 70 volunteers at the Sherwins Trailhead cleaning up trash, shoveling snow off trails, staining wood directional signs, and removing over 150 pounds of trash. Weekly volunteer opportunities were available through September, which allowed the public to volunteer for Trail Crew (44.5 volunteer hours), Trail Host (18 volunteer hours), and the Water Host (33 volunteer hours) programs. Bi-weekly Wednesday Worknights is a new volunteer program added to the Summer of Stewardship. Volunteers worked over multiple Wednesdays volunteering a collective 92 hours constructing a new trail, Black Bear Run. The season

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ended with the Lakes Basin clean up event that had 75 participants. Volunteers collected over 115 pounds of trash, 150+ feet of fishing line, and sanded and painted 8 USFS picnic tables. Other Town cleanup programs include town cleanup day in June and weekly “Trashy Thursday” events from June – September. Trashy Thursdays reported 199 volunteer hours and the removal of 629.5 pounds of trash and 20.5 pounds of dog waste. The Eastern Sierra Adopt a Trail program grew over the 2023 summer hosting a total of 13 new volunteer adopters (33 total volunteers) and 27 sponsors. This program is a partnership between Mammoth Lakes Recreation, Mono County and the USFS.

Winter Trails and Programs

Winter multi-use trails were groomed and open to the public through May 8 for a total of 6 months of winter grooming. The Shady Rest Winter Trails continued to be a highly used facility for Nordic skiers, walkers, fat-bike riders, snowshoers, and dog play. The Sherwins Winter Trail was groomed as conditions allowed. During the winter season, the Host team was stationed at Shady Rest Park, Sherwins Trailhead, Lake Mary Road closure, and the Village. The host team reported 2,809 interactions from January to April 2023 assisting visitors and locals with wayfinding, directions, parking, regulations, and etiquette information.

These accomplishments made progress towards meeting the Town Council’s objectives for this Strategic Priority, which includes enhancing the public’s experience with improved access points to the natural environment and utilizing partnerships with Mammoth Lakes Recreation, Mono County, U.S. Forest Service, and the Eastern Sierra Sustainable Recreation Partnership to identify grant funded projects and programs that should be pursued.

Climate Change Vulnerability Assessment

As part of the SB1 Climate Adaptation Planning Grant awarded to the Town in 2017, The Town contracted Placeworks, Inc., to prepare a Climate Change Vulnerability Assessment. The Vulnerability Assessment identifies and analyzes the impacts climate change poses to the Town and the specific geographic areas at risk from certain impacts. The Vulnerability Assessment informed the preparation of climate adaptation goals, policies, and objectives, as well as the development of feasible implementation measures. The adaptation strategies were adopted as part of the 2019 Public Health and Safety Element update.

This project furthers Resource Management and Conservation Element Goal R.1. of the Element, which directs the Town to “Be stewards of habitat, wildlife, fisheries, forests and vegetation resources of significant biological, ecological, aesthetic and recreational value.” The tourism-based economy of Mammoth Lakes relies on its scenic qualities and world-class recreational opportunities, and some of these assets were considered in the Vulnerability Assessment, and the Town adopted recommended adaptation strategies in order to lessen identified impacts to these resources.

Stormwater Resource Plan

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

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Waste Management/ Recycling

In 2020, Town Council approved a new Solid Waste Franchise Agreement between the Town and Mammoth Disposal Company. The Agreement allows Mammoth Disposal to provide all solid waste collection and processing services on behalf of the Town for 20 years. This includes addressing the disposal of solid waste after the Benton Crossing Landfill closed at the end of 2022. The new Agreement provides for increased solid waste disposal services and improved recycling services for customers in Mammoth Lakes. To accommodate current and future solid waste disposal needs, Mammoth Disposal constructed a new transfer station for solid waste and a Materials Recovery Facility (MRF) for recyclables in 2023. Additional elements of the project included the reconfiguration and renovation of the existing site to accommodate the new facilities and improve circulation.

Work continued on a feasibility study for a potential biomass facility which was facilitated through a U.S. Forest Service Wood Innovations Grant.

The Town held its annual Town Clean-Up Day in June 2023. The Town provided a drop-off station for the collection of large/bulky items, metal objects, green waste, food waste, hazardous household waste, and recyclable materials. In total, 70.99 tons of waste was collected, which was a decrease from the 76.91 tons of waste material collected when Town Clean-Up Day was held in 2022.

Tree Removal Permits

Planning staff continues to implement the Town's Tree Removal and Protection Ordinance by requiring property owners obtain a Tree Removal Permit for the removal of live trees that are 12 inches or greater in diameter at breast height. In 2023, 47 tree removal permits were processed with a small number of those permits being denied because the minimum criteria for removal was not met. The top three reasons specified on the tree removal permit requests include the removal of hazard trees, trees causing property damage, and tree removal for wildfire fuel reduction purposes.

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 primarily caused by wood burning and cinders spread on 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.

The GBUAPCD provides the Town an annual report in May of each year that summarizes the air quality measurements recorded by the district during the monitoring period (Mid-March through Mid-March of the following year) and identifies any exceedances of the State and Federal PM₁₀ standards. During the Mid-March 2022 through Mid-March 2023 reporting period, the Federal PM₁₀ standard was exceeded on zero (0) days and the State PM₁₀ standard was exceeded on eleven (11) days. All eleven of the monitored State exceedances in 2022-23 were due to local sources. There were no wildfire events in 2022-23 which resulted in a State exceedance. The local sources causing State exceedances were determined to be construction related between June and October (2), followed by residential woodburning between December and March (9).

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An update to the Air Quality Management Plan (AQMP) was completed in 2013, and the Town continues 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). The Town had been designated non-attainment for PM₁₀ since 1987. 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.

In 2023, GBUAPCD completed the Second 10-year Maintenance Plan for the Town of Mammoth Lakes. The federal Clean Air Act (CAA) requires that an area redesignated attainment from nonattainment status must submit a maintenance plan ensuring the Nation Ambient Air Quality Standards (NAAQS) will be met for a 10-year period following redesignation. The CAA required redesignated areas to submit a second maintenance plan to the United States Environmental Protection Agency eight years after the first plan has been approved in order to demonstrate continued maintenance of the NAAQS for the subsequent 10-year period.

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 and residents. 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."

One of the Town Council's Strategic Priorities directs various work programs and funding to "Enhance our recreational based economy through amenity investment." A specific objective associated with accomplishing this priority include finalizing an agreement with the Mammoth Lakes Foundation for the Mammoth Arts & Cultural Center (MACC), which the Town will construct and operate with funding to be provided through Measure U.

Measure U funds are specifically dedicated for recreation, mobility, and arts and culture. 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.

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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 and funding source has not been established.

Community Design Element

A goal of the Community Design Element states, "Enhance community character by minimizing noise."

The California Environmental Quality Act (CEQA) requires a noise analysis for all proposed development projects that are not exempt from CEQA review. 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 Compliance 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."

In 2023, the Mammoth Lakes Police Department was awarded a grant of \$51,680 from the California Off-Highway Motor Vehicle Division. The grant provides funding for winter Over Snow Vehicle patrol including the purchase of a new snowmobile and trailer.

The proliferation of e-Bikes and other modes of transportation has resulted in congestion and dangerous conditions on Town Multi-Use Pathways (MUPs), sidewalks, and trails. In December 2023, the Town introduced an ordinance to govern MUPs, sidewalks, and trails with the Mammoth Lakes Police Department issuing citations and educating the public regarding the use of e-Bikes and other related modes of transportation. This ordinance will help to ensure a safer environment on MUPs, sidewalks, and trails along with providing better opportunities to educate our locals and visitors on the use of these amenities.

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

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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.

All development project applicants are required to submit a Hazardous Waste Acknowledgement Form to disclose any hazardous materials information prior to project review and approval. In addition, the Town maintains an Emergency Operations Plan (EOP) that outlines how the Town will organize to respond to emergencies within the Town's jurisdiction. In 2023, EOP training continued for all Town staff who have a designated roll in EOP operations.

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 Council's Strategic Priority objective related to the economy calls for "Investment in Capital infrastructure, new investment, improvements, and maintenance." 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 2023, the total TOT revenue increased approximately 4.5% with record breaking TOT revenue collected during the months of January, February, March, April, May, August, September, and October. To augment TOT collections and to ensure a level playing field for TOT operators, the Town continued its TOT enforcement program and initiated 49 TOT compliance cases. Revenue collected through enforcement efforts in 2023 totaled over \$397,513.

As part of the implementation of the Town Council's Strategic Priority mentioned above, a portion of the excess TOT revenue was allocated to ensure the long-term health and resiliency of the Town by investing in the Town's reserve funds.

- The Operating Reserve (OR) Fund target is 5% of the Baseline Revenue established in the Reserve Policy at \$30,000,000 (\$1,500,000). The status of the fund is 100% funded to target.
- The Reserve for Economic Uncertainty (REU) target is 20% of the Baseline Revenue established in the Reserve Policy at \$30,000,000 (\$6,000,000). Status of this fund is 100% funded to target.

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. In 2023, TBID was renewed. The term of the renewed TBID will be in place for five (5) years from September 1, 2023 through August 31, 2028.

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A Commercial Cannabis Tax Ballot item was approved by Town Council on February 21, 2018, to include a measure on the June 5, 2018, General Municipal Election ballot. The approved measure read, "To fund general Town core services such as police, recreation, and road maintenance, shall an ordinance be adopted to impose a business license tax of up to 8% for cannabis retail businesses and up to 4% for all other cannabis businesses (cultivation, manufacturing, distribution, testing), to raise an estimated \$99,550-\$261,708 per year, levied until voters change or repeal it." This measure passed in 2018. A total of \$131,183.00 was collected from this tax in 2023, which was an approximately 14% decrease from 2022 (<\$21,241).

The Economy Element includes several implementation items that relate to Mammoth Yosemite Airport (MMH) operations, including seeking Federal funding for airport improvements, upgrading the airport terminal, updating the Airport Master Plan and working with the Federal Aviation Administration (FAA) to evaluate the development of Mammoth Yosemite Airport.

During 2023, there were two capital improvement projects constructed at the airport. The first project was the Automated Weather Observation System (AWOS) Relocation and Upgrade project. Construction began in July 2023 and will be completed in spring of 2024. The scope of work includes relocating the AWOS from its existing location to a new location further west near the segmented circle and upgrading the equipment. The second project was an emergency fence project to fix the damaged chain link fence surrounding the airfield that was significantly damaged during the 2022/2023 winter season. The main terminal building was remodeled by airport employees and the room that used to house TSA equipment was remodeled into a café. Starting during the 2022/2023 winter season, Advanced Air passengers were checked in at the Airport's main terminal rather than the Fixed Based Operator terminal.

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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 and requires all Housing Elements meet the requirements of the California Government Code sections

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65583 and 65584. The Town's 6th cycle Housing Element was adopted in 2019 and covers the 8-year planning period of 2019-2027.²

The following summarizes the Town's progress to achieving the programs identified in the adopted Housing Element. A complete summary of the Town's progress for each Action Item identified in the adopted Housing Element is included as Attachment 1, *2023 Mammoth Lakes Housing Element Annual Progress Report (Table D)*.

Alignment with Town Council Strategic Priorities

The top Town Council Strategic Priority for 2023 directs staff to, "Expand availability and affordability of community housing." Progress made in 2023 towards this priority and the identified objectives are summarized below:

- Complete construction on Phase 1 (81 units), complete core infrastructure and support development plans for Phase 2 and funding participation (148 units) of the Parcel.
 - Due to weather delays resulting from the historic 2022/23 winter, completion of Phase 1 (The Sawyer) of the Parcel was delayed and will be completed in 2024. Significant progress on the infrastructure was made in 2023 and will be completed in 2024. In December 2023, the developer was successful in obtaining tax credit financing for the initial 76 units of Phase 2 (Kingfisher I) and construction is expected to begin in 2024.
- Implement Housing Now! Initiatives to deliver diverse housing solutions working with private sector and other agencies locally and regionally.
 - Town staff continued to partner with Mammoth Lakes Housing (MLH) on the Bridge Program with the goal of increasing the number of affordable units within the Town through the acquisition of existing market-rate units that are then resold at a reduced affordable price (focus is on missing-middle income households [120%-150% AMI]). As of the end of 2023, six (6) units have been acquired since November 2021 and five (5) units have been resold to income eligible households with a deed-restriction in place.
 - The conversion of the Innsbruck Lodge into a rental affordable housing development began in 2023. The project is largely funded through the State Project Homekey program and is intended to assist those who are experiencing homelessness. When complete, the project will provide 16 apartments (15 affordable and 1 manager's unit).
- Pursue implementation of sustainable funding source(s) for community housing including potential EIFD and in-lieu housing fee increases.
 - As a part of the moratorium on the issuance of new STR certificates, the STR Advisory Committee gave direction to pursue an increase in TOT tax that will be dedicated to housing projects and programs. The ballot measure for the TOT increase would be on the November 2024 ballot.

² The change in the Housing Element update cycle from a 5-year cycle to an 8-year cycle was implemented by [CA Senate Bill 375 \(SB-375\)](#) and is intended to align land use planning for housing with land use planning for greenhouse gas reduction. The RHNA sets local housing and zoning goals to support future growth and these local goals are in turn aggregated into a region-wide Sustainable Community Strategy (SCS) to fairly allocate greenhouse gas emission reduction targets across the region. SB-375 requires consistency between the RHNA and the region-wide SCS, and the consistency is achieved through the implementation of the Regional Transportation Plan (RTP). The [Mono County RTP](#) was last updated in 2019, shortly after the adoption of the Town's Housing Element.

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- Since 2021, Town Council has allocated approximately \$19M (\$8.1M in 2021, \$5.7M in 2022, & \$5.3M in 2023) towards various workforce housing programs and projects, including the Parcel, small-site development (e.g., 60 Joaquin PUD), the Bridge Program, and partnership projects with MLH (e.g., Access Apartments, Homekey hotel conversion).
- Collect and analyze data on short-term rental compliance with Town codes and impact on local housing market and review Town code for updates.
 - In October 2023, the Town Council adopted a moratorium on the issuance of new Short-Term Rental (STR) certificates in defined zoning areas within the Town. This action was in response to the significant and increasing shortage of housing that is accessible to the local workforce, along with the need to protect the health, safety and welfare that results from the lack of available and affordable housing to the local workforce and residents. As a part of the work program to analyze the impacts of STRs, the Town Council appointed an STR Advisory Committee in November 2023 to provide recommendations to the Town Council intended to alleviate some of the housing issues caused by STRs.

Progress on General Plan Action Items

- Initial planning for “The Parcel” shall be complete and ready to proceed to development and funding through the development of a community-based master plan. (*Action H.1.F.1*)
 - The Parcel Master Plan was adopted by Town Council in January 2021. The updated Master Plan provides the framework for development.
 - The Town Council made a determination that the Parcel was ‘exempt surplus land’ pursuant to Government Code §54221(f)(1)(A) in April 2021, thereby allowing the Town to enter into a Disposition and Development Agreement (DDA) with the Town’s development partner for the project, Pacific West Companies, Inc (PWC).
 - The building permit for Phase 1 (80 affordable units and 1 manager’s unit) was issued in May 2022.
 - The parking podium and placement of the Phase 1 modular units was completed in November 2022. Additional work to weather-proof the units and complete the interior and exterior of the units continued throughout 2023 and occupancy of Phase 1 is expected in 2024.
 - The initial 76 units of Phase 2 (Kingfisher I) was awarded tax credit financing in late 2023. Construction is expected to begin in summer 2024.

The Town continued to dedicate funding (including allocation of Transient Occupancy Tax monies) in support of affordable and workforce housing programs (*Action H.2.A.1*). In 2023, the following programs and entities were funded:

- Mammoth Lakes Housing, Inc. (MLH), operating under a contract with the Town, continued to receive funding from the Town to support their work. 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. MLH has successfully rehabilitated and preserved numerous income-restricted housing units in coordination with the Town and other organizations such as IMACA.
- The Town has committed approximately \$19M of General Fund dollars towards

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housing over the past three years to the following programs and projects:

- Parcel Phases 1 (the Sawyer) and 2 (the Kingfisher)
- Bridge Program (conversion of market-rate to affordable)
- Creative housing solutions (i.e., public/private partnerships, acquisition of employee housing units)
- Small-site affordable housing development projects (i.e., 60 Joaquin Rd)
- MLH's 238 Sierra Manor Road affordable housing project (11 affordable units) and Innsbruck Lodge affordable housing project (15 affordable units / 1 manager's unit)

To assist in the inadvertent loss of deed-restricted units (*Policy H.2.G*), the Town and MLH achieved the following:

- The Town and MLH monitors approximately 65 deed restricted properties on an annual basis.
- The Town continues to maintain a Revolving Loan Fund (RLF) funded at \$1M to assist in buying back existing deed restricted units in an effort to maintain these units and ensure no existing deed restricted units are lost.

The Town and MLH continue to pursue grant funds to support housing programs (*Action H.2.A.2*) and the following grant-related work was completed in 2023:

- The Town and MLH were awarded a \$4.56M Homekey grant for the Innsbruck Lodge Affordable Housing project in 2022 to convert the existing hotel into 16 residential rental units, of which 15 will be affordable to households earning at or below 80% AMI. Construction began in winter 2022 and occupancy is expected in 2024.
- The Town was awarded a \$3M CDBG housing rehabilitation grant and MLH was awarded a \$3.4M HOME grant for the Access Apartments project. This adaptive reuse project will convert two existing commercial buildings into 11 residential rental units affordable to households earning at or below 80% AMI. MLH continued to work on value engineering efforts throughout 2023 to reduce the overall project cost and is hopeful to begin construction in 2024.
- The Town was awarded \$317,184 in CDBG funding allocated by the CARES Act in 2021. The Town initially intended to use the funds for a subsistence payment program (e.g., rental, mortgage, and utility payment assistance) for those financially impacted by COVID-19; however, due to low interest in the program, the Town amended the scope of work to allow for the remaining \$290,000 in funding to go towards the new public park in the Parcel. The park equipment was ordered in 2023 and will be installed in 2024.
- The Town applied for \$500,000 in CDBG grant funding for downpayment assistance in 2022 and received notification of the grant award in 2023. MLH, working as the Town's subrecipient, launched the program in late-2023. The program term is for three years.
- The Town applied for \$490,000 in Permanent Local Housing Allocation (PLHA) grant funding for mortgage assistance to households earning up to 120% AMI in 2022 and received notification of the grant award in 2023. The Town, working together with MLH, will launch the program in 2024.

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- Mortgage assistance continues to be provided through the reinvestment of repaid BEGIN, CDBG, and HOME program funds.

In 2023, progress was made on the following work program items intended to increase the supply of workforce housing:

- Construction of the initial 81 units (*80 of the units will qualify as affordable housing w/ AMI levels no higher than 80%*) for Phase 1 of The Parcel continued in 2023 with occupancy expected in 2024. The developer was successful in being awarded tax credit financing in late-2023 for the initial 76 units in Phase 2 and will begin construction in summer 2024. Future phases will be dependent on acquisition of additional funding.
- Through the Town's Bridge program, six (6) units have been acquired since November 2021 and five (5) units have been resold to income eligible households with a deed-restriction in place. The income restrictions on these units range from 120% -150% AMI and require occupancy by a local workforce household.
- The Town continues to encourage use of SB-35 streamlining (*ministerial approval of certain housing projects*), SB-9 allowances (*allowance for residential property owners to split a single-family lot into two lots and/or place up to two units on each residential lot*), and State ADU provisions.

In order to ensure accessibility and the provision of equal housing opportunities for all persons, the following was implemented and/or continued in 2023:

- MLH has established a relationship with Bishop Indian Legal Aid services to assist tenants and respond to substandard housing complaints and has setup a legal aid remote workstation in the MLH office. The Town's Code Compliance Officer aids in investigating substandard housing complaints. (*Action H.2.E.1; Action H.5.C.1*)
- The Town continues to process applications at no cost to the applicants for Reasonable Accommodation to provide appropriate relief from development standards to might create a barrier to providing housing for a disabled or special needs person. (*Action H.1.E.3*)
- The Town requires that all new developments and rehabilitations of housing units meet the requirements of Title 24 of the California Code of Regulations (Building Code). (*Action H.6.B.1*)
- MLH and the Town continue to maintain information regarding fair housing practices on their websites and in the offices. (*Action H.5.B.1*)

Additional 2023 housing related highlights:

- The Town continues to implement the mitigation requirements of the Housing Ordinance and the Town collected approximately \$195,000 in Housing Impact Mitigation Fees from the issuance of building permits for 21 residential units, 6 lodging rooms, and 2 service/retail permits.
- The Town and MLH continue to monitor the annual apartment vacancy rate and enforce its condominium-conversion requirements pursuant to Municipal Code Section 17.52.110. Due to the ongoing low apartment vacancy rate (less than 1%), no condominium conversions have taken place in at least the last five years.

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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 2019-2027 Housing Element period.

Table 1: 2019-2027 Progress to Meeting RHNA ¹

Year Constructed/Restricted	Extremely Low	Very Low	Low	Moderate	Above Moderate
RHNA 2019-2027	13	13	30	34	65
2019	0	0	0	0	23 ²
2020	0	0	0	0	61 ²
2021	0	0	0	0	42 ²
2022	8	8	64	0	46 ²
2023	2	0	13	0	26 ²
Total	10	8	77	0	198
<i>Total Remaining by Income Level</i>	<i>3</i>	<i>7</i>	<i>0 (47 units over the allocation)</i>	<i>34</i>	<i>0 (133 units over the allocation)</i>

¹ The State relies on the number of building permits issued, rather than the number of permits completed, to demonstrate progress in meeting the jurisdiction's share of the RHNA for the planning period.

² In years 2019-2023, all of the Above Moderate units permitted were non-deed restricted market rate units.

Over the course of 2022 and 2023, the Town made substantial progress towards meeting the Town's share of the RHNA for the lower income levels with building permits being issued for the first phase of the Parcel development (80 affordable rental units) and the Innsbruck Lodge Homekey project (15 affordable rental units). The units in both of those projects will target households earning between the extremely-low to low AMI levels. However, additional efforts will need to focus on the production of housing for moderate-income residents, in order to achieve the Town's fair share of the regional housing needs.

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**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. Work began in 2021 on a new Housing Nexus Study and Development Impact Fee study and is expected to be completed in 2024.

The Town of Mammoth Lakes has a Reasonable Accommodation ordinance to help facilitate the construction of special facilities or features for persons with disabilities. The Community and Economic Development Division is committed to reviewing and processing applications for Reasonable Accommodation, at no cost, to provide appropriate relief from development standards that might create a barrier to providing housing for a disabled or special needs person.

Related to the elimination or reduction of government constraints to the production of affordable housing, the Town has completed the following zoning code amendments in recent years aimed at achieving this objective:

- The Town Council adopted an urgency ordinance in 2019 making amendments to the Municipal Code standards for Secondary Dwelling Units ("accessory dwelling units" or "ADUs") to bring the Zoning Code into compliance with the State ADU laws. This amendment to the Zoning Code reduced governmental constraints applicable to building ADUs by further limiting certain development standards and approval requirements. Staff initiated a subsequent amendment in 2020 to the Town's ADUs regulations with the goal of further reducing governmental constraints and improving the clarity and usability of the ADU regulations. This amendment was completed in 2021.
- Town staff completed an update to the Town Density Bonus Program in 2020, which included modifications to the General Plan and Zoning Code. Amendments to the Zoning Code regulations included implementing the revised Town Density Bonus Program and allowing for multi-family residential projects to obtain proportionately greater density bonuses in exchange for deed restricting a greater percentage of the base density units, up to a maximum of twice the base density. This program update reduces governmental constraints by allowing for greater flexibility in the use of the Town density bonus and an allowance for smaller projects to qualify for the program. The minimum project size prior to the update

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required a base density of at least five-units and the updated minimum project size allows for projects with a base density of at least two-units to qualify.

- The Town initiated a zoning code amendment to implement Senate Bill 9 (SB 9) in December 2021. SB 9 requires local agencies consider certain proposed two-unit projects and lot splits ministerially and allows residential property owners to split a single-family lot into two lots and place up to two units on each resulting lot. SB 9 was signed into law in September 2021 and became effective on January 1, 2022. The Town adopted an urgency ordinance in January 2022 to implement development standards related to SB 9. This amendment to implement SB 9 standards is intended to reduce governmental constraints applicable to building residential units by eliminating and/or reducing certain development standards (e.g., setbacks, density, parking, lot coverage, and height) and approval requirements (e.g., ministerial approval of urban lot splits).

Programs identified in the 2019-2027 Housing Element to reduce governmental constraints to housing production include:

- **Policy H.4.A.** *Periodically review and update permit and development fees to ensure that they appropriately reflect the cost of processing applications and providing services to new development, without unduly increasing costs to build housing. The Town is required to conduct annual reviews of development impact fee expenditures, and has a goal of updating the development impact fees every five years.*
- **Policy H.4.B.** *Consider reduction or waiver of permit and development impact fees for projects that dedicate some or all of their units to affordable housing. Consider waiving development impact fees only when significant impacts (e.g. circulation) can be avoided.*
 - *Action H.4.B.1. Consider changes to the Development Impact Fee schedule to reduce or eliminate fees for developments in which at least five percent of units are affordable to extremely low-income households. To be eligible for reduced or waived fee, the units shall be affordable by affordability covenant. The waiving or reduction of service mitigation fees may also be considered when an alternative funding source is identified to pay these fees.*
- **Policy H.4.C.** *Ensure that the Zoning Code continues to meet State Law requirements and does not unduly restrict certain types of housing to be developed. The Town regularly reviews and updates to the Zoning Code to incorporate mandates and other appropriate revisions.*
- **Policy H.4.D.** *Continue to allow accessory dwelling units by right in all residential zones.*
 - *Action H.4.D.1. Accessory dwelling units (ADU) can be an affordable housing option and can help meet the needs of many residents in the Town. To ensure consistency with state law (Assembly Bill 2299/Senate Bill 1069 and Assembly Bill 494/Senate Bill 229) and implement community goals, the Town shall review standards and revise as necessary to facilitate the development of ADUs.*
 - *Action H.4.D.2. Promote development of accessory dwelling units (ADU) by increasing awareness regarding the ability to create accessory dwelling units on single-family residential properties, exploring variances (e.g. side*

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yard setbacks) to make it easier to fit ADUs on some lots, and establishing a goal for a desired number of ADUs to be built. The Town will also offer incentives to develop ADUs in exchange for long-term rental contracts.

- **Policy H.4.E.** *Periodically review and update Town codes, ordinances, fee programs and procedures to ensure that they do not unduly constrain housing development, while ensuring development impacts are adequately mitigated through development impact fees and/or other appropriate measure(s).*
 - *Action H.4.E.1. Continue to monitor the Town's DIF ordinance to assure that impact fees do not create an economic impediment that deters construction of housing needed to meet the Town's Regional Housing Needs Allocation or workforce housing objectives. If an economic impediment is discovered, Council will take appropriate actions to mitigate it.*
 - *Action H.4.E.2. To address constraints to the availability of long-term rental housing associated with short-term rentals the Town will establish a program identifying methods to mitigate the issue. Components of the program may include waiving fees for illegal short-term rentals owners who commit to restricting their properties as long-term rentals, creating an impact fee levied on short-term rentals that would go towards preserving or creating long-term rental housing, and conducting a nexus study to further study how short-term rentals are impacting the rest of the housing market.*
- **Policy H.4.F.** *Prioritize workforce and affordable housing when considering future development proposals relative to Town policies that limit overall population growth.*

Additional information on the Town's progress towards implementing the above-described policies and actions related to governmental constraints to affordable housing is included in Attachment 1, *2023 Mammoth Lakes Housing Element Annual Progress Report*.

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PLANNING APPLICATIONS

The following table summarizes the status of planning applications as of December 31, 2023. A detailed list of application requests is attached to this report (Attachment 2).

Table 2: 2023 Planning Applications

Table 1				
Application Types	Requests	Approved ³	Denied	In Process
General Plan Amendments (GPA)	0	0	0	1
District Zoning Amendments (DZA)	0	0	0	1
Zoning Code Amendments (ZCA)	3	1	0	2
Use Permit Applications (UPA)	2	1	0	1
Tentative Tract Maps (TTM)	3	1	0	2
Tentative Parcel Maps (TPM)	0	0	0	0
Variances (VAR)	1	0	0	1
Design Reviews (DR)	6	5	0	4
Administrative Design Review (ADR)	4	5	0	1
Lot Line Adjustments (LLA)	1	1	0	0
Concept Reviews (CR)	1	NA	NA	0
Adjustments (ADJ)	4	5	0	1
Administrative Permits (AP)	3	3	0	0
Time Extension Requests (TER)	0	0	0	0
Land Donations	0	0	0	0
Building Permits (BP)	950	922	NA	NA
Code Compliance Cases (CC)	171	NA	NA	NA
TOT Compliance Cases	49	NA	NA	NA
Sign Permits (SP)	16	16	0	0
Master Sign Plans (MSP)	1	0	0	1
Tree Removal Permits (TRP)	47	47	0	0
Outdoor Sales Permit (OS)	0	0	0	0
Business Tax Certificates (BTC)	337	326	NA	NA
Film Permits (FP)	7	7	0	0

³ Approved list includes projects from previous years approved in 2023 by the Director, Planning and Economic Development Commission, or Town Council

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LOOK AHEAD - MAJOR PROJECTS IN 2024

The Town of Mammoth Lakes anticipates a busy 2024 completing significant work programs and projects that will further implement the 2007 General Plan and anticipated projects include:

- Process entitlements and the environmental review for the Main Lodge redevelopment project. This multi-year effort will continue in 2024.
- Various hotel entitlement projects within the Commercial zones and North Village Specific Plan (NVSP) area.
- Complete the Parcel Phase 1, which will include 81 units (80 affordable, 1 manager) of housing, childcare space for up to 34 children, community space, and a 0.8-acre park, and begin development of the Parcel Phase II, which will include up to 148 units (*funding dependent*).
- Continue planning the Mammoth Lakes Foundation (MLF) site. Potential uses on the site include a snow pit, child-care facility, dog park, housing, a performing arts center, and parking.
- Continue to pursue the purchase of market-rate units through the Bridge program that will then be resold as affordable deed-restricted units.
- Begin construction on the four-unit residential project on the Town-owned 60 Joaquin Road site. These units will be sold at an affordable deed-restricted price.
- Completion of a Housing Nexus Study and DIF Fee Study update.
- Continued administration of existing housing grants (CDBG, HOME, PLHA, and BEGIN) in conjunction with MLH. The Town and MLH will continue to review and consider additional housing grant opportunities as funding becomes available.
- Launch the Certified Property Program to implement a new approach to the management of STRs that will provide enhanced oversight intended to address various quality of life issues related to STRs. The launch of this program and the associated code amendments will end the STR moratorium that was enacted in late-2023. Along with the new program, additional recommendations by the STR Advisory Committee to address the ongoing housing issues are expected to be made and implemented.
- Continued TOT Enforcement.
- Code Compliance.
- Permit Processing.
- Implementation of grant funded sidewalk and trails projects.

Attachment 1: 2023 Housing Element Annual Progress Report (Table D)

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.1.A.1.	Maintain an up to date, GIS-based inventory of potential sites available for future housing development, and provide this information to Mammoth Lakes Housing, Inc. and prospective developers.	On-going	- Contracts w/ GIS coordinator that works for both the Town and Mono County to keep the GIS database functioning and up-to-date. - The Town continues to maintain various housing related datasets (deed-restricted unit locations, existing apartments, transient rental locations, and vacant parcels) in a central GIS database and discuss what additional datasets are needed.
H.1.A.2	As part of the annual planning report to the Town Council (including the annual report to HCD on the Housing Element), provide an update on progress to meeting the Housing Element (including units for extremely low-income households), to ensure that adequate sites remain available to meet the RHNA.	On-going	- This table, included with the annual progress report is provided to the State Department of Housing and Community Development on an annual basis, and is the primary way in which the Town reports and tracks its progress towards RHNA. - In 2023, the Town made progress towards satisfying our share of the RHNA in the Extremely Low category and issued a permit for additional units in the Low category, for which the Town has already satisfied our RHNA.
H.1.A.3.	Ensure that updates and amendments to existing and future Master Plans and Specific Plans provide development capacity and supporting policy to help meet the Town's housing needs.	On-going	As master plans and specific plans and updates are processed, the Community and Economic Development Department, Planning and Economic Development Commission, and the Town Council will evaluate and ensure adequate development capacity and policy is included to meet housing needs.
H.1.B.1.	Encourage housing development as part of infill and mixed-use development within the Downtown, Old Mammoth Road, and Mixed Lodging/Residential Commercial Zones, which is allowed by right by the Zoning Code. Outreach to property owners, developers, and brokers to discuss infill and mixed-use development opportunities in these Commercial Zones. This outreach will include identifying, discussing and addressing barriers.	On-going	The Town's commercial zoning districts allow mixed-use projects and workforce housing as permitted uses and as part of the Zoning Code Update work in 2017 (ZCA 15-002), the Town held numerous workshops and meetings to discuss the potential for mixed-use development and multi-family housing in the commercial zoning districts. The Town continues to discuss development opportunities with property owners and potential developers and encourage the inclusion of housing within commercial projects.
H.1.D.1.	Continue to implement the mitigation requirements of the Housing Ordinance including the requirements for developing Alternate Housing Mitigation Plans (AHMPs).	On-going	- The Housing Ordinance provides a menu of options for developers to choose from to mitigate his/her housing impact. Requirements are outlined for each of those options in the Housing Ordinance. Municipal Code Section 17.136.080 establishes application requirements and approval authority for Alternative Housing Mitigation Plans. - In 2022, the Town collected approximately \$196,000 in Housing Impact Mitigation Fees from the issuance of 19 building permits. An additional 4 building permits for residential construction were issued in 2023; however, those permits were exempt from the housing mitigation fees (e.g., ADU construction, Affordable Deed-Restricted Housing).

Attachment 1: 2023 Housing Element Annual Progress Report (Table D)

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.1.E.1.	Continue to apply zoning standards that allow for special needs housing in Mammoth Lakes to ensure continued compliance with state law. These zoning standards and procedures include reasonable accommodation and allowing transitional and supportive housing, emergency shelters, and accessory dwelling units.	On-going	The Town completed zoning amendments in 2014 to address compliance with state law for emergency shelters, transitional and supportive housing, assisted living facilities, and group living facilities and continue to monitor changes to state law to ensure on-going compliance. The Town is continuing to apply only the residential zoning standards that apply to other residential units in the same zoning district. Reasonable accommodations are made to development standards as requested for persons with disabilities.
H.1.E.2.	Continue to work with the Kern Regional Center to identify any outstanding housing needs for its clients within the Mammoth Lakes community, assist in identifying available housing that meets those criteria, and consider a rental assistance program to fill the gap between income levels and the cost of housing for persons with developmental disabilities. Collaborate with the Center to implement an outreach program that informs residents within Mammoth Lakes on housing and services available for persons with developmental disabilities. The program could include the development of an informational brochure, posting information about available services on the Town's website, and providing housing- and services-related educational workshops for individuals and families.	On-going	The Town will work with Mammoth Lakes Housing, Inc. (MLH) and Kern Regional Center to accomplish this goal. MLH previously worked with the Center to try and secure funding from the State Department of Developmental Services for their 238 Sierra Manor Road 13-unit low-income apartment conversion project (a non-residential to residential conversion project). They were not successful in obtaining that funding but will continue working with the Center as the project moves forward.
H.1.E.3.	The Town shall continue to ensure individuals with disabilities equal access to housing, pursuant to the rules, policies, and procedures in Chapter 17.80 (Reasonable Accommodation) of the Municipal Code.	On-going	The Community & Economic Development Department is committed to reviewing and processing applications for Reasonable Accommodation to provide appropriate relief from development standards that might create a barrier to providing housing for a disabled or special needs person. These applications are processed at no cost to the applicants.

Attachment 1: 2023 Housing Element Annual Progress Report (Table D)

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.1.E.4	The Town shall review its zoning code to ensure compliance with AB 2162 related to allowing supportive housing. The zoning code will be reviewed to assess whether supportive housing is allowed without discretionary review in all zones that allow multifamily housing or mixed-use development, including nonresidential zones as applicable. If it is determined that the allowed uses in the zoning codes are not in compliance with AB 2162 the Town will revise the allowed uses along with corresponding development standards as detailed in AB 2162.	Sep-2021	The Town reviewed the Zoning Code requirements applicable to supportive housing, and determined that no changes to the zoning code are necessary to comply with the requirements of AB-2162 since multi-family and mixed-use developments are a permitted use in all of the zones that allow supportive housing type of uses (i.e., no use permit or other entitlement is required for the use) and Municipal Code §17.52.290 specifies that “supportive housing is a residential use and is subject only to those restrictions that apply to other residential uses of the same type in the same zoning district.” Staff will develop an application to be used for the Supportive Housing Streamlined Approval process required by AB-2162 to demonstrate that the project meets the eligibility criteria specified in the legislation.
H.1.E.5.	The Town shall review its zoning code to determine whether updates to zoning are needed to comply with the state Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6). The Act calls for the Zoning Ordinance to treat employee housing (including farm worker housing) that serves six or fewer persons as a single-family structure and permitted in the same manner as other single-family structures of the same type in the same zone (Section 17021.5). The Zoning Ordinance must also treat employee housing consisting of no more than 12 units or 36 beds as an agricultural use and permitted in the same manner as other agricultural uses in the same zone (Section 17021.6) in zones where agricultural uses are permitted.	Sep-2021	The Town reviewed the Zoning Code requirements related to the State Employee Housing Act and determined that no changes to the zoning code are necessary to comply with the requirements of this legislation. The Employee Housing Act requires jurisdictions consider housing in an agriculture zone that serves six or fewer persons to be treated the same as a single-family residence (if permitted) and requires housing that consists of 12 units or less, or 36 beds, be considered an agriculture use and be permitted in the same manner (i.e., if a use permit is required for agriculture use, then a use permit is required for the housing use). The only zone that permits agriculture uses is the Open Space zone and a use permit is required for the agriculture use. Single-family residences are not a permitted use in this zone and therefore, the requirement to consider housing for six or fewer persons a single-family residence is not applicable. Housing consisting of 12 units or less, or 36 beds, would require a use permit since agriculture uses require a use permit and would be subject to the same requirements as the agriculture use since the use is considered to be the same. Therefore, no changes to the zoning code are necessary to comply with this requirement.

Attachment 1: 2023 Housing Element Annual Progress Report (Table D)

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.1.F.1.	Seek funding to continue the planning process for The Parcel site and process entitlements for the planned development. Continue to engage the community during the master planning process. Housing should be developed on The Parcel during the housing element planning period.	On-going	- Prior to 2023, the Town completed, or made substantial progress towards the completion of, the following Planning processes related to the Parcel: - Issued the building permits for Phase 1 of the project in May 2022, which includes 80 affordable units and 1 manager's unit. - Completed the parking podium and placement of the Phase 1 modular units in November 2022. Occupancy of Phase 1 is expected in fall 2023. - Approval of a tentative map in May 2022 to subdivide the site into 14 lots for future affordable housing uses and 3 lots for open space, parks, and public street dedications - Approval of the Phase 2 design review entitlement for 148 units (146-147 affordable units and 1-2 manager's units) in June 2022 - In 2023, the Town completed, or made progress on, the following Planning and/or Building processes: - Continued construction on Phase 1. The target occupancy date is mid-2024 for the initial 81 units. - Were awarded tax credit financing for Phase 2.2 in December 2023. This will fund the construction of 76 units. The Town's development partner, PWC, continued to apply for funding for Phase 2.2 (72 units). - The Town has been successful in the following grant applications specific to the Parcel: \$38.6 million in Housing Accelerator funding for construction costs (<i>awarded January 2022</i>). \$20.6 million in Infill Infrastructure Grant funding which is intended to fund infrastructure related to affordable housing production and will help fund the necessary infrastructure for the project. \$65,000 in Local Early Action Planning (LEAP) grant funding which will be used for costs related to the Master Plan update. \$290,000 in CDBG CARES Act funds which will be used for the Parcel Park. \$30M in tax credit funding for Phase 2.2 construction costs awarded in December 2023. \$32M in tax credit funding for Phase 1 (<i>allows for the refinancing of the Housing Accelerator funds to be used for Phase 2.1</i>) awarded in December 2023 - The Town will continue to seek additional funding sources for the project, including, but not limited to, grants, LIHTC, and tax exempt bonds, and loans.
H.2.A.1.	Continue to dedicate appropriate funds to fund affordable and workforce housing programs, and the work of Mammoth Lakes Housing, Inc., the Town, and other groups to meet housing needs.	On-going	- The annual dedication of TOT revenues to fund housing programs is 0.85 points (of 13 points). - In addition to the dedicated TOT revenues, the Town provided, or allocated, approximately \$30M over the past five years to the following housing projects and programs: - Creative housing solutions (i.e., public/private partnerships, conversion of units); - Small-site affordable housing development (i.e., 60 Joaquin Rd, 377 Manzanita Rd, 362 Chaparral Rd); - MLH's 238 Sierra Manor Road 13-unit low-income apartment conversion project; - Bridge program (<i>conversion of market-rate to affordable units</i>); - Parcel phases 1 and 2; and - Innsbruck Lodge Affordable Housing Homekey Project (<i>conversion of the existing hotel into 15 affordable units and 1 manager's unit</i>).

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Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.2.A.2.	Continue to pursue available grant funds, in cooperation with Mammoth Lakes Housing, Inc. and other partners, to support and facilitate the provision of workforce housing and housing affordable to lower income households. In particular, the Town will seek State and Federal funding specifically targeted for the development of housing affordable to extremely low-income households.	On-going	- The Town and MLH continue to pursue grant funds to support housing programs and regularly review and respond to NOFAs as they are released. The Town applied for, or were awarded, the following housing related grants in 2023: (1) Awarded a CDBG Housing Rehabilitation grant for the Access Apartments project in the amount of \$3M in November 2022. MLH was successful in acquiring an additional \$4.2M from the HOME program for the project. (2) Awarded a \$500K CDBG grant for mortgage assistance in July 2023. (3) Awarded \$490K in Permanent Local Housing Allocation (PLHA) grant funds in June 2023 for mortgage assistance to households earning up to 120% AMI. (4) Awarded approximately \$60M in tax credit bonds and tax exempt financing for the Parcel Phases 1 and 2.2 - Repaid first-time homebuyer (FTHB) loans from various grant programs (e.g., BEGIN ReUse, HOME, CDBG) continue to be reinvested into new FTHB loans.
H.2.A.3.	The Town will work with MMSA on a pilot program to develop a model policy for employers to provide first and rental deposit which would be re-paid through payroll deduction. Outreach efforts will be made with employers to provide education and to gather information to help create the program.	12/1/2024	Not yet started. Implementation of this pilot program is expected within the next 2-5 years. The Town will work with MLH and Mammoth Mountain Ski Area (MMSA) to accomplish this action.
H.2.A.4.	The Town will gather research and data to support a program that builds upon the existing Homebuyer Assistance program through Mammoth Lakes Housing, Inc. to assist moderate and middle-income households, up to 200% AMI with down payment assistance or assistance with second mortgages. The Town will also work with employers to assist employees and learn from existing employers with current programs (MMSA, Water District, MLH assistance).	Dec-2020; On-going	The Town, with a recommendation from MLH, funded a missing-middle loan program in 2019 with \$101,000 to provide a minimum of two low-interest deferred payment loans to households earning between 81-120% AMI. This program has not been successful and is currently on-hold while the Town considers various options for how to best leverage the funds. One reason for this programs lack of success is the high price of market-rate housing. The high prices create a gap between what the local workforce can afford and the market-rate prices, and the gap is too large to be closed by the downpayment assistance program on its own. The Town's Bridge program aims to assist in closing the affordability gap by acquiring existing market-rate units and reducing the sales price to an affordable price for households earning 120%-150% AMI. Since the launch of the Bridge program, five units have been sold to eligible households, of which two have received downpayment assistance using BEGIN ReUse funds and Town funds for the purchase of the units. An additional unit was purchased in 2023 and will be marketed for sale to an eligible household in 2024.
H.2.A.5.	Continue to explore placing a dedicated local tax initiative on the ballot in Mammoth Lakes to fund affordable housing. If passed the tax would provide a dedicated local funding source for affordable housing.	Postponed due to COVID	- The Town was considering a ballot measure for the November 2020 general election to increase the TOT amount by 1% to be used specifically for affordable housing, but due to the unknown long-term economic impacts associated with COVID-19, the ballot measure was postponed. - The Town imposed a moratorium on the issuance of new short-term rental (STRs) certificates in 2023 to provide an opportunity for staff to study the impacts of STRs on the community. An outcome of that research was the identification of the need for a dedicated local funding source for workforce housing and staff has been directed to place a ballot measure on the November 2024 general election ballot for an increase in the TOT amount by up to 2% that will be committed to workforce housing. - However, the Town Council continues to commit unallocated TOT revenue towards housing.

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Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.2.A.6.	The Town will work to maintain the affordability of mobile homes in Mammoth Lakes by looking for funding sources for improvement of mobile homes and mobile home parks. The Town will reach out to mobile home park owners to look for ways that they can work together to maintain mobile homes as an affordable housing type in Mammoth Lakes.	On-going	The Town has previously been awarded grant funding intended for rehabilitation (\$700,000 In 2017 CDBG funds) but had limited success in finding eligible households and the grant expenditure period ended in 2021. The Town continues to work with MLH and mobile home park owners to maintain mobile homes as an affordable housing type and to look for additional funding sources for the rehabilitation of mobile homes.
H.2.D.1.	As part of implementing the Community Housing Action Plan, work with affordable housing developers to acquire and renovate units that can be added to the workforce housing inventory. Program creation will include an evaluation of program costs, benefits, and opportunities.	On-going	- Action strategies addressing the conversion of existing units to ownership or rental opportunities for the workforce were included in the Community Housing Action Plan: Live, Work, Thrive (CHAP). - In 2021, the Town and MLH launched the Bridge program aimed at acquiring existing market-rate units that are then resold to local workforce households at an affordable price (120%-150% AMI). The program was launched in November 2021 and has been successful in acquiring eight (8) units as of March 2024. Of those, five (5) have been sold to income qualified households and MLH continues to work on selling the other units. Staff continue to look for additional units for the program. - MLH continues to make progress towards construction of their 238 Sierra Manor Road 13-unit low-income apartment conversion project. The Town and MLH were awarded \$7.2M in grant funding for the project from the HOME and CDBG programs and the Town and Mono County have committed an additional \$2.7M towards this project. MLH is hopeful to begin work on this project in 2024. The target occupancy date is spring 2025. - The Town purchased a vacant 0.20-acre site in 2021 and completed the procurement process to bring on a design-build entity in 2022. The site is proposed to be developed with a 4-unit planned unit development (PUD) in which the units will be sold at an affordable price with a deed-restriction in place to ensure the long-term affordability of the units. Construction begin in 2023 and will be completed in 2024. - MLH and the Town were successful in a Homekey grant award for the acquisition and conversion of the Innsbruck Lodge into a 16-unit affordable rental project (15 affordable units and 1 manager's unit). Acquisition was completed in August 2022 and construction began in late-2022. The target occupancy date is spring 2024.
H.2.D.2.	As part of implementing the Community Housing Action Plan, explore the possibility of instituting a long-term rental housing inspection program to ensure proper maintenance and safety of tenants in long-term rentals in Mammoth Lakes.	TBD	Not yet started. Implementation of the long-term housing inspection program is expected within the next 2-5 years.

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Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.2.E.1.	As part of implementing the Community Housing Action Plan, which includes the Community Housing Action Plan and the Housing Needs Assessment completed in 2017, continue to implement potential strategies to incentivize and encourage upgrades of existing multi-family rental properties, and how code enforcement techniques may be improved and used to correct building violations that pose a threat to residents' safety or wellbeing.	On-going	The Town and MLH are working to build relationships with multi-family rental property owners to encourage them to upgrade and maintain their rental properties. The Town's Code Compliance officer and MLH have been active in investigating substandard housing complaints and working with the property owners to remedy the situation. MLH has established a relationship with CA Indian Legal Aid service to assist tenants and has setup a legal aid remote workstation in the MLH office. MLH previously hosted a series of free landlord-tenants' rights workshops to assist in educating owners and tenants of their rights.
H.2.E.2.	Establish a landlord/tenant matching program to increase opportunities for seasonal employees to stay year-round. Could also include a job matching component.	7/1/2019; On-going	- In 2019, the Town committed \$149,000 to fund a pilot program with the Chamber of Commerce to establish a workforce housing program that aims to connect renters with rental owners / homeowners with rooms to provide housing. The Town and MLH serve on the Chamber's committee for this program and provide guidance as the program develops. - The Town is reviewing a proposal from Placemate (previously Landing Locals) to facilitate this program on behalf of the Town and provide subsidies to landlords to lease to tenants. The proposal will be considered by the Town Council in 2024.
H.2.G.1.	As part of implementation of the Community Housing Action Plan, work with Mammoth Lakes Housing, Inc., study and develop procedures that will avoid the inadvertent loss of deed-restricted units, including: - Development of priorities for a rental deed restriction instrument. - Development of a more effective monitoring program for existing deed restricted units, including a system of enforcement and penalties for illegal conversion of deed-restricted units.	Dec-2021; On-going	- The Town previously sent letters to the 25 deed-restricted properties that the Town is tasked with monitoring to determine whether the units are in compliance with the existing deed-restrictions. Through this outreach, the Town was made aware of seven properties (7) where the deed restrictions had been previously rescinded for various reasons and are continuing to work with the owners of the remaining properties to ensure compliance. - In addition to the Town monitored units, MLH monitors approximately 40 additional deed-restricted units and annually monitor the occupancy. - Other improvements related to the enforcement of deed-restricted units include: (1) An updated deed restriction instrument has been implemented that helps to alleviate some issues encountered with previous versions; and (2) a Revolving Loan Fund using a portion of the Town's Housing Mitigation Fee Fund has been successfully used to buy back deed restricted units.
H.2.G.2.	Continue to work with Mammoth Lakes Housing, Inc. and the Revolving Loan Fund (RLF) to assist in buying back existing deed restricted units in an effort to maintain these units. Explore the expansion of funding limits on the RLF and other appropriate funding sources in an effort to help ensure no existing deed restricted units are lost.	On-going	- The Revolving Loan Fund is used annually to buy back deed restricted units. - One 200% AMI deed-restricted unit was purchased using the RLF in 2022 and was resold at a 150% AMI price in early-2023. - The additional deed-restricted units created under the Bridge program are eligible for assistance from the RLF should there be a need to buy back the unit in the future to ensure it remains affordable.

Attachment 1: 2023 Housing Element Annual Progress Report (Table D)

Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.2.H.1.	Use the results of the 2017 Housing Needs Assessment conducted by Mammoth Lakes Housing, Inc. to create a program aimed at increasing the supply of housing for winter and summer seasonal employees, including cooperative efforts with MMSA and other major local employers to house their employees.	On-going	In 2023, the Town made progress on increasing the supply of housing available to the workforce through the implementation of the following programs and projects: (1) continued work efforts for the development of the Parcel (occupancy of the initial 81-units representing the first phase of development is expected in spring 2024); (2) worked with developers to utilize the Town Density Bonus Program aimed at removing barriers to the development of workforce housing by allowing for more flexible development standards; (3) implemented the Bridge program in partnership with MLH aimed at increasing the supply of workforce housing by purchasing market-rate units that are then converted to affordable ownership units; (4) maintained the inventory of TOML employee housing units (six units); and (4) completed the program guidelines and development standards for SB-9 projects (two-lot subdivisions and duplex construction) which could create smaller, affordable-by-design units on residential lots throughout the community. MLH continued to work towards construction on their 238 Sierra Manor Road 13-unit low-income apartment conversion project and began construction on their 16-unit Homekey hotel-to-residential conversion project.
H.4.B.1.	Consider changes to the Development Impact Fee schedule to reduce or eliminate fees for developments in which at least five percent of units are affordable to extremely low-income households. To be eligible for reduced or waived fee, the units shall be affordable by affordability covenant. The waiving or reduction of service mitigation fees may also be considered when an alternative funding source is identified to pay these fees.	2024-2025	Not yet started. The Town began work on the update to the DIF and Housing Fee Nexus Study in 2021 and expect to complete the update in 2024. After that work is completed, changes to the DIF schedule to reduce or eliminate fees for various affordable housing projects will be analyzed to determine the impact those changes would have.
H.4.D.1.	Accessory dwelling units (ADU) can be an affordable housing option and can help meet the needs of many residents in the Town. To ensure consistency with state law (Assembly Bill 2299/Senate Bill 1069 and Assembly Bill 494/Senate Bill 229) and implement community goals, the Town shall review standards and revise as necessary to facilitate the development of ADUs.	Dec-2019; On-going	The Town updated its ADU ordinance to be consistent with the amendments to State law related to ADUs that were adopted as part of the State's 2019 housing bill package in late-2019 and completed a subsequent amendment in 2021 to clarify conflicting and/or confusing code language and improve the usability of the ADU regulations by clearly articulating the requirements for each type of ADU. The Town continues to monitor changes to state law to ensure on-going compliance and review the Town's regulations to ensure they are easy to understand and implement. A minor amendment to the ADU regulations was completed in 2023 to implement changes in State ADU laws that went into effect in January 2023.

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Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.4.D.2.	Promote development of accessory dwelling units (ADU) by increasing awareness regarding the ability to create accessory dwelling units on single-family residential properties, exploring variances (e.g. side yard setbacks) to make it easier to fit ADUs on some lots, and establishing a goal for a desired number of ADUs to be built. The Town will also offer incentives to develop ADUs in exchange for long-term rental contracts.	Dec-2024; On-going	These program components were included in the CHAP. The Town continues to work on the development of a program to incentivize ADU creation and implementation of the program is expected within the next 2-5 years.
H.4.E.1.	Continue to monitor the Town's DIF ordinance to assure that impact fees do not create an economic impediment that deters construction of housing needed to meet the Town's Regional Housing Needs Allocation or workforce housing objectives. If an economic impediment is discovered, Council will take appropriate actions to mitigate it.	On-going	An updated DIF schedule was adopted in 2015, which resulted in lower fees for all projects and an update to the DIF ordinance was adopted in 2019, which reduced the DIF fees for small units by classifying studio and 1-bedroom units as a half unit for the purposes of calculating DIF fees. Additionally, DIF fees for ADUs are calculated in accordance with State law and ADUs that are less than 750 sq. ft. are exempt from DIF fees and ADUs that are equal to or greater than 750 sq. ft. are charged an amount proportionate to the square footage of the primary dwelling unit. Staff continues to monitor the DIF fees and began work on the update to the DIF and Housing Fee Nexus Study in 2021. The update is expected to be completed in 2024.
H.4.E.2.	To address constraints to the availability of long-term rental housing associated with short-term rentals the Town will establish a program identifying methods to mitigate the issue. Components of the program may include waiving fees for illegal short-term rentals owners who commit to restricting their properties as long-term rentals, creating an impact fee levied on short-term rentals that would go towards preserving or creating long-term rental housing, and conducting a nexus study to further study how short-term rentals are impacting the rest of the housing market.	12/1/2024	Not yet started. Implementation of the program is expected within the next 2-5 years.

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Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H.5.B.1.	Provide information regarding fair housing practices at the Town of Mammoth Lakes offices and website, the Mammoth Lakes Community Center and Library, and the Mono County offices located in Mammoth Lakes.	On-going	This information continues to be provided and is available through both the Town and MLH websites and at the respective offices. MLH previously hosted a series of free legal aid clinics in 2019 which covered Fair Housing.
H.5.C.1.	Continue the process for addressing Fair Housing inquiries and complaints, including referral of complaints concerning deed-restricted units to Mammoth Lakes Housing, Inc. and other complaints to the California Department of Fair Housing and Equal Opportunity. As part of the process, the Town shall investigate potential partnerships with rural or other fair housing organizations that may be able to provide additional resources to the Town. The Town will ensure that information regarding the Town's process of addressing complaints is included in the public information distributed regarding fair housing practices (Action H.5.B.1).	On-going	The Town and MLH established a process to address fair housing complaints and inquiries in 2014 and continue to implement this process. MLH has established a relationship with CA Indian Legal Aid service to assist tenants and has setup a legal aid remote workstation in the MLH office.
H.6.B.1.	The Town will continue to enforce the California Green Building Standards Code, Title 24, Part 11 of the California Code of Regulations (CALGreen).	On-going	The Town is enforcing the California Building Code requirements.
H.6.C.1.	Continue to coordinate with Inyo Mono Advocates for Community Action (IMACA) and Mammoth Lakes Housing, Inc. to increase the number of weatherization retrofits and other upgrades of owner occupied and non-transient rental housing units in Mammoth Lakes. The Town will work together with IMACA and Mammoth Lakes Housing, Inc. to apply for CDBG or other grant funding to conduct retrofits. Additional strategies to accomplish this may include development of an informational flyer or brochure, posting information on the Town's website, and direct outreach to property owners.	On-going	- The Town previously had CDBG grant money and loan funding available for the rehabilitation of income-eligible households (restricted to households earning 80% AMI or below); however, that grant ended in 2021. - The Town will continue to work with IMACA and MLH to fund weatherization retrofits and other eligible improvements and apply for additional grant funding.

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Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
GENERAL COMMENTS The Town of Mammoth Lakes continues to make progress towards meeting the goals and objectives identified in the Housing Element and highlights of 2023 include: • The Town continued to dedicate extensive staff time and funding towards the development of "The Parcel." The "Parcel" site was purchased by the Town in 2018 and is a significant 25-acre property centrally located in the Town and entirely restricted for workforce housing uses. Ground-breaking on the initial 81 units (80 units affordable to households earning ≤80% AMI) occurred in November 2021 and significant work was completed in 2023 with a target occupancy date of spring 2024. Funding for Phase 2.2 (76 units) was awarded in December 2023 and construction is expected to begin in June 2024. The Town and its development partner continue to look for additional funding for the subsequent phases. • The Town continues to commit unallocated TOT funds towards affordable workforce housing program and projects, in addition to the annual dedication of 0.85 points (of 13 points) in TOT revenues towards housing programs. • Assuming all projects stay on schedule, the Town will have an additional 104 units of workforce housing by the end of 2024 with an additional 89 units under construction.			

Attachment 2: Detailed List of Application Requests

The following summarizes the status of applications that have been submitted or approved during the period of January 1, 2023 - December 31, 2023.

A. Adjustments –

1. ADJ 22-007: 262 Hillside Drive – Allow vehicle parking the front yard setback and public right-of-way; Approved 1/25/2023
2. ADJ 22-009: 111 North Street – Allow vehicle parking in the front yard setback; Approved 5/8/2023
3. ADJ 23-001: 60 Joaquin Road – Allow vehicle parking in the front yard setback; Approved 6/14/2023
4. ADJ 23-002: 428 Ridgecrest Drive – Allow a 20% reduction of the front yard setback; Approved 6/22/2023
5. ADJ 23-003: 11 Trails End Road – Allow a 20% reduction of the street side yard setback; Approved 6/27/2023
6. ADJ 23-004: 1344 Tavern Road – Reduction to the front yard setback for new Town Civic Center; Ongoing at the end of 2023

B. Administrative Design Reviews –

1. ADR 22-003: 480 Fir Street - New single-family residence in the Bluffs Subdivision; Approved 6/15/2023
2. ADR 22-005: 64 Juniper Road – New single-family residence in the Juniper Ridge Master Plan Area; Approved 3/17/2023
3. ADR 23-001: 245 Le Verne Street - New single-family residence in the Bluffs Subdivision; Approved 8/16/2023
4. ADR 23-002: 145 Le Verne Street - New single-family residence in the Bluffs Subdivision; Ongoing at the end of 2023
5. ADR 23-003: 3293 Main Street – Re-paint permit; Approved 10/24/2023
6. ADR 23-004: 129 Center Street – Re-paint permit; Approved 11/2/2023

C. Administrative Permits –

1. AP 23-001: Café Crepe – Mobile vendor permit; Approved 3/23/2023
2. AP 23-002: 490 Commerce Circle – Allow industrial storage use with a caretaker housing unit; Approved 8/7/2023
3. AP 23-003: Mammoth Sauna Company – Mobile vendor permit; Approved 12/13/2023

D. Building Permits - A total of 950 building permits were applied for in 2023 and 922 building permits were issued .

E. Business Tax Certificates – A total of 337 business tax certificates were applied for in 2023 and 326 were approved.

F. Concept Reviews/Planning Services Review –

1. CR 23-001 – 6060 Minaret Road - Development of a five-story, resort condominium use within the North Village Specific Plan area; Completed in 2023

G. Design Review –

1. DR 22-005: 185 Sierra Park Road – Hospital parking lot improvements; Approved 2/8/2023
2. DR 22-006: 156 Commerce Drive – 1,500 square foot prefabricated structure utilized as a garage/warehouse; Approved 3/6/2023
3. DR 22-007: 1300 Airport Road – Mammoth Yosemite Airport Aircraft Rescue and Fire Fighting Equipment Building; Approved 1/10/2023
4. DR 23-001: 60 Joaquin Road – Design review of a 4-unit affordable housing project; Approved 6/14/2023
5. DR 23-002: 185 Sierra Park Road - Proposed 5,000 square foot prefabricated structure utilized as a garage/warehouse/storage space; Ongoing at the end of 2023
6. DR 23-003: 490 Commerce Circle – Design review of an industrial storage use with a caretaker housing unit; Approved 8/7/2023
7. DR 23-004: 540 Old Mammoth Road – Proposed commercial building; Ongoing at the end of 2023
8. DR 23-005: 126 Old Mammoth Road – Proposed renovation of existing Mammoth Mall; Ongoing at the end of 2023
9. DR 23-006: 1344 Tavern Road – Proposed Town Civic Center; Ongoing at the end of 2023

H. District Zoning Amendments –

1. DZA 22-001: Mammoth Mountain Main Lodge Redevelopment; Ongoing at the end of 2023

I. Film Permits – Seven (7) Film Permit applications were processed in 2023

J. General Plan Amendments –

1. GPA 22-001: Mammoth Mountain Main Lodge Redevelopment; Ongoing at the end of 2023

K. Interpretation Requests – No Interpretation Requests were processed in 2023

L. Lot Line Adjustments –

1. LLA 21-006: 1573 and 1585 Majestic Pines Drive – A lot line adjustment to merge two parcels in the Residential Single-Family Zone; Approved 12/1/2023

M. Master Sign Plans –

1. MSP 23-001: 164, 202, and 248 Old Mammoth Road – Master Sign Program for the Outbound Hotel; Ongoing at the end of 2023

N. Outdoor Sales Permits –No Outdoor Sales Permits were processed in 2023

O. Sign Permits –16 sign permits were processed in 2023

P. Tentative Tract Maps –

1. TTM 23-001: 60 Joaquin Road – 4-unit affordable housing development; Approved 6/14/2023
2. TTM 23-002: 1 Fairway Drive – Proposed condominium subdivision for lots 1-3 of final map for Snowcreek VIII; Ongoing at the end of 2023
3. TTM 23-003: 6060 Minaret Road - Development of a five-story, resort condominium use within the North Village Specific Plan area; Ongoing at the end of 2023

Q. TOT Compliance Cases- 171 TOT compliance cases were initiated in 2023

R. Tree Removal Permits – 47 tree removal permit applications were submitted in 2023. 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 –

1. UPA 23-001: 60 Joaquin Road – Allow Town Density Bonus Program for a 4-unit affordable housing development; Approved 6/14/2023
2. UPA 23-002: 1574 Old Mammoth Road – Proposed AT&T Cell Tower; Ongoing at the end of 2023

T. Variances -

1. VAR 23-001: 13 Davison Road – Reduction of the front and rear setbacks to allow construction of a new single-family residence; Ongoing at the end of 2023

U. Zoning Code Amendments -

1. ZCA 23-001: ADU, childcare and landscaping ordinance; Approved 4/19/2023
2. ZCA 23-002: Sign ordinance update; Ongoing at the end of 2023
3. ZCA 23-003: Lodging use cleanup; Ongoing at the end of 2023