Town of Mammoth Lakes
Planning & Economic Development Commission Recommendation Report

Date:	April 12, 2017	**Case/File No.:**	NA
Place:	Council Chambers, 2nd Floor Minaret Village Shopping Center Mammoth Lakes, CA 93546	**Project:**	2016 Annual Planning Report
Time:	After 2:00 p.m.	**General Plan:**	NA
Appeal Status:	N/A	**Specific Plan:**	NA
Applicant/ Property Owner:	Town of Mammoth Lakes	**Zoning:**	NA
Environmental Review:	NA	**Location:**	Town-wide

TITLE: 2016 Annual Planning Report

A. EXECUTIVE SUMMARY

1. Subject/Requested Actions
Receive and file the 2016 Annual Planning Report.

2. Required Findings to Support Requested Actions
This action does not require findings.

3. Report Summary
The Annual Planning Report summarizes the Town's planning activities for the previous calendar year and is required to be submitted to the California Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD) prior to April 1st of each year. The 2016 Annual Planning Report was accepted by the Town Council on March 15, 2017 and was submitted to the State on March 16, 2017.

B. RECOMMENDATION
No action is required by the PEDC.

Attachments

Attachment 1: 2016 Annual Planning Report

Report Prepared By:	*Report Approved By:*
Nolan Bobroff, Assistant Planner	Sandra Moberly, Community and Economic Development Manager

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TOWN OF MAMMOTH LAKES

ANNUAL PLANNING REPORT

January 1 – December 31, 2016

Prepared by:

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Approved by:

Daniel C. Holler
Town Manager

Date: March 16, 2017

TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2016

INTRODUCTION AND PURPOSE

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

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

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

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

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

This report summarizes the planning activities for the Town of Mammoth Lakes from January 1 to December 31, 2016.

TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2016

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ATTACHMENTS

1. Housing Element Implementation Tables
2. Detailed List of Planning Applications

TOWN OF MAMMOTH LAKES
ANNUAL PLANNING REPORT
January 1 – December 31, 2016

EXECUTIVE SUMMARY

The Town of Mammoth Lakes January 1 – December 31, 2016 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 March 15, 2017.

This report summarizes the measures and actions associated with the implementation of all 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, Economy, and Housing. The Town's General Plan addresses all of these topics, but the elements differ in how they are titled and organized.

The Town has made significant progress in the implementation of the General Plan in 2016 through the adoption of the comprehensive Mobility Element update, changes to the Land Use Element related to density, amendments to the Zoning Code related to density, water efficiency, and nonconforming structures, amendments to the Lodestar at Mammoth Master Plan and the Clearwater Specific Plan; the continued work on the Airport Layout Plan update and environmental analysis for a new Multi-Use Facility and Ice Rink; construction of pedestrian and parking improvements in the North Village area, park improvements, the new police station (*ongoing*); and the initiation of work related to a downtown revitalization and a Walk, Bike, Ride Action Plan to enhance mobility. These achievements are discussed under the appropriate General Plan element section of this report.

The Town adopted an update to the Housing Ordinance and the Housing Impact Mitigation Fee schedule in 2015. The updated Housing Ordinance replaced the Interim Affordable Housing Mitigation Policy and Municipal Code Chapter 17.136 (Housing) and developed a clear, easy-to-understand menu of options available for developers to utilize to mitigate workforce housing; the option to pay a housing impact mitigation fee, rather than requiring on-site housing (i.e., inclusionary housing); and to provide recommendations for housing programs and activities that could be executed with housing fees. Staff has been working with Mono County and the CA Department of Housing and Community Development (HCD) to coordinate the next update of the Town's Housing Element Update and the Mono County Regional Transportation Plan (RTP) so that the Housing Element and the RTP are on the same update cycle.

This report also includes information on planning applications that were initiated, completed, or underway in 2016. The Town has continued to see a steady number of building permits, averaging approximately 550 issued building permits per year since 2010; however, the majority of new development had been residential and the Town had not seen substantial commercial development since pre-2008.

2007 GENERAL PLAN

State General Plan Guidelines

The Town of Mammoth Lakes General Plan was adopted on August 15, 2007. The Town of Mammoth Lakes' 2007 General Plan ("General Plan") was prepared using the State's 2003 General Plan Guidelines (Government Code section 65040.2). The General Plan includes the seven mandatory elements: land use, circulation (Mobility Element), conservation (Resource Management and Conservation Element; and Arts, Culture, Heritage, and Natural History Element), housing, noise (Noise Element; and Community Design Element), open space (Parks, Open Space and Recreation Element; and Parks and Recreation Element), and safety (Public Health and Safety Element). The General Plan also includes three optional elements: economy, public arts, and community character.

The 2007 General Plan did not include updates to the existing Housing, Parks and Recreation, and Noise elements. An update of the Housing Element (2010) was completed and adopted in 2014 and revised in 2015 to reflect the Housing Ordinance update (ZCA 15-001). The 2014 Housing Element is for the period of 2014-2019. An updated Parks and Recreation Master Plan (PRMP) was adopted in 2012, which replaced the previous Parks and Recreation Element (1990). The Noise Element (1997) is anticipated to be updated when feasible with Town resources. The environmental analysis for the Mobility (Circulation) Element update was certified in 2016 and the Mobility Element update was adopted on December 7, 2016.

Key Efforts and Challenges in Implementing the General Plan

The following key efforts were accomplished in 2016 to implement the General Plan:

- The environmental analysis for the Mobility Element update and the Floor Area Ratio (FAR) analysis was certified by the Town Council and the associated General Plan and Zoning Code amendments were adopted in December 2016. The purpose of the FAR analysis was to determine an appropriate maximum FAR.
- Staff worked with the Town's Police Department and other community members to design a new police station and develop a preliminary site plan for an administrative complex. Construction of the police station began in summer 2016 and is expected to be completed in 2017.
- Work on the environmental documentation for the Multi-Use Facility and Community Center at Mammoth Creek Park West began in January 2016. The analysis is expected to be completed in 2017.
- Town and County staff began discussions regarding a possible shared Government Center near the Superior Court and future police station.
- Work began on a Downtown Revitalization Action Plan to implement the various plans and concepts that have been developed for the downtown area.

- Work began on a Walk, Bike, Ride Action Plan to develop a multi-modal plan for bicycle, pedestrians, transit and parking improvements.
- Pedestrian improvements in the North Village area, including ADA improvements, sidewalks, a bus shelter, and installation of a high intensity pedestrian activated crosswalk began in summer 2016 and were completed in early 2017.
- The Town completed construction of a 38 space surface parking lot in the North Village area. The project also included sidewalk and transit improvements in the area.
- Improvements to the Trail's End Park, including construction of shade structures, a pavilion, and an expansion of the skate park, were completed in 2016. The park has officially been completed and in early 2017, Trails End Park was awarded the Outstanding Facilities Award by the CA Parks & Recreation Society.
- Working with Caltrans, staff completed the plans and bid process for the North Main Street Sidewalk project. The project is anticipated to be completed in summer 2017.
- Mammoth Lakes Housing produced a comprehensive analysis of the use of the Affordable Housing and Sustainable Communities (AHSC) Program on the affordable housing overlay zone parcel known as The Shady Rest Parcel.
- An analysis for the conversion of existing housing inventory to workforce housing was developed.
- A competitive profile of how the Town can access housing capital was prepared.
- Staff continued to work with Mammoth Lakes Recreation on a permanent location for an Outdoor Events Venue Facility. As part of that work, a wetland delineation study was completed for the Bell-Shaped parcel.
- The Town provided funding to the Mammoth Lakes Broadband Taskforce for brand establishment and to develop a free public WiFi pilot project.
- Staff worked with the Inyo National Forest on implementation of the Trail System Master Plan and construction of trails in the Sherwins Area.
- The ordinance banning single-use carryout bags (i.e., plastic bags) went into effect in March 2016 (*this has been superseded by CA Senate Bill 270, the statewide plastic bag ban, which went into effect immediately in November 2016*).
- Staff worked with private property owners to facilitate the Town acquiring environmentally sensitive property located within the Mammoth Creek Corridor. Town Council recommended acceptance of two properties in 2016, totaling approximately 16 acres.
- Staff continued to work with the Federal Aviation Administration (FAA) on the Airport Layout Plan update and expects to complete this work in early 2017.
- A second Assistant Planner was hired to assist in processing current- and long range planning projects.
- A Building Official was hired to manage the Building Division.

- A Finance Director was hired to oversee the Finance Department and ensure that the aggressive Tax Enforcement and Revenue Collection Program that has been implemented over the past few years in continued.

The Town encountered a number of challenges while furthering the goals of the General Plan:

- Competing priorities and unanticipated priorities have affected staff time spent on approved work program items.
- Heavy snowfall during the winter of 2016-17 is expected to cause some construction delays on projects during summer 2017 due to the deep snowpack.

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 comprehensive Zoning Code Update (ZCU), which implements the General Plan by aligning the Zoning Code more closely with the General Plan goals, policies, and actions and codifies neighborhood district plans, was adopted in 2014. The ZCU was a comprehensive update that created new commercial zoning districts and revised development standards, parking and loading standards, permit processing requirements, regulations for nonconforming uses, structures and parcels, and many other topics. In 2016, the following minor Zoning Code Amendments were adopted or worked on:

- Update of the Water Efficient Landscape Regulations bringing the landscape regulations into compliance with the 2015 CA Model Water Efficient Landscape Ordinance (CA MWELO). This was adopted in September 2016.
- Removal of the limitations on additions to nonconforming residential structures, thereby allowing additions to nonconforming structures so long as the addition does not increase the existing nonconformity and conforms to all current, applicable codes. This was adopted in September 2016.
- A change for the allowed uses on the ground floor along Active and Primary Secondary Active Frontages to allow 75% of the ground floor to be used for units or rooms (and other non-active uses) and the remaining 25% be reserved for active uses. This was adopted in December 2016 as part of the larger General Plan Amendment/Zoning Code Amendment related to Floor Area Ratio (FAR).

- Update of the Second Dwelling Unit requirements bringing the Town's requirements into compliance with CA Government Code §65852.2 (second-unit law). This was adopted in February 2017.

Downtown Revitalization Plan
Work began on a Downtown Revitalization Action Plan to implement the various plans and concepts that have been developed for the downtown area, including the District Plans, Main Street Plan, Zoning Code, and General Plan. A consultant has been hired by the Town to conduct public outreach and engage with property and business owners, as well as the general public. The end product will be an action plan to refine place-based economic strategies and create momentum for change, which will be designed to strengthen and build new partnerships for action.

Floor Area Ratio (FAR) Analysis
During the ZCU process, a proposal was made to use FAR (rather than density) to regulate the intensity of development in the commercial zoning districts. The ZCU became effective in May 2014, and per Town Council direction, staff began evaluating the implications of removing the density limitations and proceeding with a FAR standard alone as the means for regulating intensity in the Town's commercial districts. Work began on an Environmental Impact Report (EIR) in 2015 and the EIR was certified in December 2016. The specific amendments to the Land Use Element and the Zoning Code evaluated by the EIR and adopted in December 2016 were:

- Change the allowable density of development within the commercially designated and zoned areas to a maximum of 2.0 FAR and remove the units and rooms per acre;
- Revise the boundaries of the commercially designated land in the Land Use Element to match current commercial zoning;
- A change from regulating population growth from a People At One Time (PAOT) approach to an impact assessment based approach, as well as a change to the buildout methodology;
- Delete the Land Use Element Community Benefits Incentive Zoning (CBIZ) and modifying Transfer of Development Rights (TDR) policies.

In addition to evaluating the environmental impacts of utilizing an FAR based system, the EIR evaluated the potential environmental impacts of the draft Mobility Element update and the Main Street Plan.

Specific or Master Plan Amendments
During 2016, the following Specific or Master Plan Amendments were adopted or worked on:

Lodestar Master Plan (LMP) Amendments
Two amendments to the LMP were adopted in 2016. The first amendment was specific to the Gray Bear II project and included allowances and standards for accessory structures and modified setback and height standards. The second amendment was specific to the Tallus (Obsidian) project and included additional allowances and standards for accessory structures.

Clearwater Specific Plan (CSP) Amendment
An amendment to the CSP was adopted in July 2016. The amendments increased the overall building height by 10 feet (one floor) allowing building heights to range from 35-65 feet and eliminated the on-site affordable housing requirements. Along with the CSP amendments, the project included changes to the Old Mammoth Place project and revised the design of the building to accommodate the increase in height and amended the tentative map to reflect the change in the number of condo units.

North Village Specific Plan Amendment (NVSP) for the Hillside Project
Work began on an amendment to the NVSP in September 2016. The proposed amendments would allow an increase in the maximum density allowed by the NVSP for the approved Mammoth Hillside project. This amendment would not change the approved project, meaning that if the density above what is currently entitled is requested to be built, the approved project would need to be modified. The Town Council and the Planning and Economic Development Commission provided initial comments and input on the NVSP amendment through the Concept Review (CR) process in September 2016. This work is anticipated to be completed in 2017.

Inyo National Forest Land Management Plan Update
The Town continues to be engaged in the Inyo National Forest Plan Revision process and has provided comments on both the scoping process and on the proposed Plan.

Other Planning Projects
The Town worked on various planning applications in 2016 including the following: Subdivisions for the Gray Bear II and III projects, the Tallus amendment, Canyonside PUD, and the aforementioned Old Mammoth Place; Design Review for Hillside Highlands, the Town's Police Station, the St. Joseph Church Parish Hall, the Grocery Outlet (*ongoing*), and the Multi-Use Facility (*ongoing*); Concept Review for the aforementioned Mammoth Hillside Density increase; and a variance and five adjustments requesting various exceptions to the development standards in the Zoning Code.

Lastly, the Town continues to maintain the Town's Urban Growth Boundary (UGB) to ensure a compact urban form, prevent sprawl, and protect natural and outdoor recreational resources, and as well as monitor progress and status of build-out in the General Plan. Pursuant to General Plan Policy L.6.E, once the Main Lodge Land Exchange that is currently in process is completed, the land will be included within the

UGB, since the General Plan states that National Forest lands that are exchanged into private ownership will be included within the UGB. A land use/zoning designation will need to be assigned to the property through the amendment process.

Community Design Element

The Community Design Element states: "Our community is set within the forest; trees and the natural landscape are prominent and create a sense of scale and strong aesthetic."

An important policy in this Element is to limit building height to the tree heights on site or to the top of the tree canopy if no trees exist on site (Policy C.2.X). The Town continues to evaluate proposed projects against this policy.

To implement the policies and actions of this Element, the Town continues to retain an Advisory Design Panel (ADP) and Design Review Committee that reviews site design, building massing and architecture of proposed development project. In 2016, the Design Review Committee met eight times and reviewed 14 projects. The ADP did not meet in 2016. In addition, the Town continues to implement and revisit the Town's Design Guidelines and Color Handbook to achieve desired community design through project review and/or the entitlement process.

Neighborhood and District Character Element

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

In 2016, the Town continued to apply the Townwide Neighborhood District Planning document, which integrated all of the neighborhood district plans into a single comprehensive document. The townwide document, as well as the individual district plans, continues to facilitate the overall planning and implementation of specific policies and actions for the various geographical areas of town. The Zoning Code Update codified the recommendations of the Neighborhood District Plans.

Circulation Element – Mobility Element

The Mobility Element in the 2007 General Plan addresses circulation and states, "Mammoth Lakes will be connected, accessible, uncongested and safe with emphasis on feet first, public transportation second, and car last." The Draft Mobility Element was completed in 2012 and an EIR for the Mobility Element was certified in December 2016, thereby allowing the update of the Mobility Element to be adopted by Council.

Main Street Implementation Plan Project
In 2012, the Community and Economic Development Department received a $165,000 Caltrans Community Based Transportation Planning grant to continue work to improve the overall transportation and land use potential of Main Street (Highway 203). The project, which began in summer 2012, will advance the recommendations of the Downtown Concept for Main Street (neighborhood district plan, completed in September 2010). The project will develop an implementation and phasing plan for "feet-first" transportation infrastructure, pedestrian and bicyclist safety, parking and business access, snow removal, and streetscape features on Main Street. The project is closely tied to the development and completion of the Zoning Code Update Commercial Zoning Chapter and is supported by the Downtown Working Group. The Final Plan was accepted by the Town Council and the Planning and Economic Development Commission (PEDC) in February 2014. Staff completed a Snow Management and Parking District Analysis (see below) and will use State Transportation Improvement Program (STIP) funding to begin implementation.

Walk, Bike, Ride Action Plan
Work began on a Walk, Bike, Ride Action Plan to develop a multi-modal plan for bicycle, pedestrians, transit and parking improvements. The Action Plan will include a recommended implementation strategy including priority projects, "quick victory" early implementation projects, cost estimates and funding mechanisms. A consultant has been hired by the Town to develop the plan and public outreach and design charrettes were conducted in 2016. The final plan is expected to be completed in 2017.

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

The Town continues to hold meetings with Caltrans and work jointly with Mono County to provide staff services to the Mono County Local Transportation Commission (LTC).

During 2016, staff worked on the plans and specifications for the rehabilitation of Old Mammoth Road from Sherwin Creek Road to SR-203 (Main Street). Old Mammoth Road was in need of repair due to sections of asphalt raveling throughout various intersections and miscellaneous areas where vehicle wheels most commonly travel. An asphalt concrete specialist was consulted for suggested repair methods and referred asphalt concrete specifications for Town to use. Punch list items will be completed in early 2017.

During 2016, staff completed design and the construction of the Hillside Drive Parking Lot based on Town Council direction. The Hillside Drive Parking Improvements project involved the construction of a 38-spot parking lot located at 99 Canyon Boulevard, on the corner of Hillside Drive and Canyon Boulevard. The project also included the construction of a redi-rock retaining wall, sidewalk, a wooden bus shelter, and solar and street lights. The funding came from both Gas Tax and General Fund. The project was completed in February 2017.

Pedestrian Facilities and Trails

In 2012, the Town and Inyo National Forest received a grant award from the Federal Transit Administration (Sarbanes) to complete the environmental process, a planning document for the Lake Mary area, and the construction of a multi-use path from Lake Mary Road to Lake George Road. The comprehensive planning document included alternative analysis, preferred design and 30% design for pedestrian infrastructure, road rehabilitations, and possible parking areas. The project was completed in October 2016. The multi-use path constructed in the summer of 2016 included an asphalt path, road realignment of Around Lake Mary Loop Road, drainage improvements, wayfinding signage, and the installation of a pedestrian bridge. The project also included the procurement of a new trolley and bus trailers, purchased in 2013.

In 2015, the Town received an Active Transportation Program (ATP) grant to close a gap in the MUP (multi-use path) network between Mammoth Creek Park and Minaret Road. Staff completed the required CEQA analysis prior to allocation in January 2017. Staff has hired BBK Law to complete work associated with the right of way acquisition along Old Mammoth Road for the multi-use path alignment. Staff initiated the design of the multi-use path which will include the replacement of an existing creosote bridge near Mammoth Creek Park and solar lighting along the path. Staff plans to construct the project in summer 2018.

Throughout 2015 and 2016, Town staff reprogrammed STIP funds for the construction of sidewalks along State Route 203 (SR-203) (Main Street and Minaret Road). The first phase of construction consists of a sidewalk from Mountain Boulevard to Minaret Road, the reconstruction of two retaining walls, and construction of a new bus stop. Construction is scheduled for 2017. The second phase of construction consists of a sidewalk and path from Minaret Road to the 8050 driveway with pedestrian lighting, partial reconstruction of the existing retaining wall, and a widened shoulder along the southbound lane of Minaret Road. Construction for phase 2 is scheduled for 2018. The final phase of construction serves to close the gap in pedestrian infrastructure along the frontage roads and is scheduled for construction by 2021. Sidewalks will be constructed along the northern side of SR-203 from Forest Trail to the Post Office and from Sierra Boulevard to Mountain Boulevard. A sidewalk along the southern side of SR-203 will extend from Laurel Mountain Road to Manzanita Road. Town staff is seeking funding for the final phase of construction.

In 2016, the Town completed the Trails End Park improvements. Trails End Park Completion project included the construction of red colored concrete around the playground, two shade structures, pavilion with a concrete pad beneath it, and a staircase connecting the pavilion to an existing path. The project also included the purchase of two trash receptacles, 6 picnic tables and a message board. The project was paid for with Measure R Funds and was completed in October 2016.

The Town of Mammoth Lakes updated the North Village area with various ADA improvements. The 2016 North Village Ramp Improvements included the replacement of four pedestrian ramps to bring them into compliance with ADA standards and the replacement of minor amounts of sidewalk adjacent to the ramps. The funding came out of the North Village Benefit Assessment District 2002-02, and was completed in August 2016.

In March 2016, the Town was approached by the landowners of the North Village Community Facilities District for the construction of a sidewalk along the Forest Trail and the east side of Minaret Road. Improvements included a sidewalk, a bus shelter, the relocation of a private parking lot driveway to Berner Street, a high intensity pedestrian activated crosswalk crossing Minaret Road, and street/path lighting along Minaret Road, Forest Trail, and Berner Street. Construction funds were provided by the North Village Community Facilities District, Benefit Assessment District and local transportation commission funds. The project was completed in February 2017.

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

Air Service
In 2016, commercial air service included year-round daily service to Los Angeles and frequent winter service to San Diego and San Francisco. A new charter air service (Jet Suite X) began in 2016 and offered private flights four days a week to Burbank. Expanded air service is expected to result in fewer private vehicles in town, thereby supporting transit and "feet-first" goals.

A final revised Airport Layout Plan (ALP) update was conditionally approved in August 2014. The associated forecasts and Terminal Area Development Plan (TADP) have been submitted and reviewed by the FAA. Final comments from the FAA are expected in March 2017, at which point the ALP update process will be complete. Town staff is working with the FAA to initiate the process to select a qualified architecture and engineering team to prepare the preliminary design for the proposed terminal and aircraft apron in support of the environmental documentation process.

The Town continues to work towards the implementation of the Airport Capital Improvement Plan (ACIP). The general Aviation Apron was bid and awarded in 2015 and was constructed in 2016. The final permits authorizing the installation of a new airport fence will be secured in 2017. Staff is coordinating this effort with Caltrans. Construction is subject to FAA funding and could be authorized for FY 16/17. The Town is confident that the initial phases of the new terminal will be authorized and initiated in 2017.

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

Signage and Wayfinding
The Town continues to work on town-wide improvements to trail system signage and wayfinding as part of the overall transportation system. In 2011, the Town and the U.S. Forest Service Inyo National Forest installed a number of trail signs as part of the completion of the Lakes Basin Path project. The signs are consistent with the Trail System Signage Program that was approved as a joint effort between the Town and the Inyo National Forest. Signage and wayfinding efforts were continued throughout 2016.

Projects included new signage near the Library/College Connector Path and the multi-use path adjacent to Around Lake Mary Loop Road from Lake Mary Road to Lake George Road. In addition, Town staff created standards for non-paved path throughout the Lakes Basin, which were fabricated and installed throughout the municipal boundaries of Mammoth Lakes and along new paths created in 2016.

The Town completed the Municipal Wayfinding Master Plan in 2012, which included a complete schematic design and master plan for signage and wayfinding within the Town's urban area. The municipal program is intended to integrate with the Trail System Signage Program, directing visitors to public and private recreation, civic, commercial, and entertainment destinations. Additional engineering work was completed in 2013 and provided engineered drawings that were incorporated into the Towns Public Works Standards in early 2014. The Town is currently working to secure funds for these new signs.

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."

This Element supports the preservation of Mammoth Creek, which runs through town, by prohibiting development that does not maintain established setbacks and by managing Town-owned properties along Mammoth Creek for open space, habitat preservation, and passive recreation. The Snowcreek Development Agreement (DA), approved by Town Council in 2010, included a requirement for permanent preservation of the Mammoth Creek open space within the project boundary. The Town Council accepted the land donation in May 2016 and staff continue to work with DFW on the Conservation Easement (CE) and Land Management Plan (LMP). Once the CE and LMP have been finalized, the Town can record the grant deed and CE on the property. This is expected to be completed in 2017. In addition to the 15.5 acre Snowcreek parcel, the Town also accepted an additional 0.5 acre parcel of vacant land that is contiguous with the approximately 28 acres of open space that the Town currently owns within the Mammoth Creek Corridor.

In October 2015, the Town Council adopted an ordinance, which added regulations to the Municipal Code restricting the distribution of single use carryout bags (i.e., plastic bags). This will help reduce negative impacts on the environment, including reducing the use of natural resources and energy; reducing greenhouse gas emissions; and help to eliminate waste in landfills, roadside litter, and pollution to lakes, streams, and soils. The plastic bag ban became effective on March 1, 2016, but was superseded by CA

Senate Bill 270, the statewide plastic bag ban, which went into effect immediately in November 2016

An update of the Town's Water-Efficient Landscape Ordinance (WELO) was completed as part of the ZCU. The purpose of the regulations is to implement the Water Conservation in Landscaping Act, reduce water waste in landscaping, establish a structure for designing, installing, and maintaining water efficient landscapes, and to promote the effective and efficient irrigation of landscapes. In addition to the updates included in the ZCU, the Town prepared a user's guide, titled *Making the Most of Every Drop* to assist in the implementation of the Water-Efficient Landscape Regulations. The Town continues to work with Mammoth Community Water District to implement water conservation and infrastructure improvements to help implement the Urban Water Management Plan's (UWMP) recommendations and meet mandated efficiency goals. An update of the Town's WELO was completed in 2016 bringing the Town's WELO into compliance with the 2015 updated California State's Model Water Efficient Landscape Ordinance (CA MWELO). Local agencies were required to adopt a WELO that was at least as effective as the CA MWELO prior to December 1, 2015.

The Town monitors air quality in coordination with the Great Basin Unified Air Pollution Control District (GBUAPCD). This monitoring effort focuses on particulate matter (PM_{10}), which is caused by wood burning and cinders placed on the roads to increase traction during icy conditions. During the period of November 15th to March 15th, the Town monitors the air quality and when PM_{10} reaches certain levels in town, "no-burn" days are called, meaning that the use of fireplaces and wood stoves are prohibited for that time period. During the 2015-2016 monitoring season, federal PM_{10} standards were exceeded on zero (0) days and the more stringent State PM_{10} standards were exceeded on nineteen (19) days. Eight (8) of the days that exceeded the state PM_{10} standards were a result of wildfire smoke impacts in the months of August and September and the remaining eleven (11) days that exceeded the state limit were during the winter months. For comparison, there were zero (0) days that exceeded federal PM_{10} standards and three (3) days that exceeded State PM_{10} standards in the 2014-2015 monitoring season.

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

In 2014, the Town received funding for replacement of wood stoves and fireplaces with certified stoves, pellet stoves, or gas appliances. Funding for this program was a result of an agreement between the GBUAPCD and Los Angeles Department of Water and Power (LADWP), which provided Air District agencies, including the Town of Mammoth Lakes with funds specifically for local air pollution prevention projects. The program ended in 2015 after all of the funding had been expended and as a result of the

program, 145 new and much cleaner EPA compliant heating systems were installed throughout the Town, which amounts to thousands of pounds annually of wood-smoke emissions being eliminated from Mammoth's air.

The Town continues to be supportive of renewable energy resources such as geothermal. Ormat Technologies currently has two geothermal projects in the Mammoth Lakes area that are in various stages of the permitting process and the Town has provided comments and been engaged throughout the process and will continue to do so in 2017. In addition, the Town continues to work with the developers of the Mammoth View project who intend to use geothermal resources for the heating of their hotel and condominium projects. There are also several homes throughout the Town than have installed ground source heat pump systems and many homes with photovoltaic (PV) installations. The Town and Mono County participate in the Home Energy Renovation Opportunity (HERO) program which provides low interest financing to make energy efficient, water efficient, and renewable energy products more affordable for homeowners. The Town and Mono County completed a feasibility study for a biomass project, which will turn green waste and forest slash into energy. The study indicated that thermal only projects were more viable, and a thermal project was scoped at a Mammoth Mountain Ski Area (MMSA) site, but it is unknown whether MMSA will pursue the project. In November 2015, the Town updated the Municipal Code to establish an expedited permitting process for small residential rooftop solar energy system. These updates are consistent with the requirements of Government Code section 65850.5. These updates will streamline and expedite the permitting process, thereby encouraging more homeowners to pursue rooftop solar systems.

In partnership with Mammoth Disposal (MD) and Sierra Conservation Project (SCP), the Town has been working on improving waste disposal, and recycling to serve the needs of the Town and surrounding communities. In 2013, the Town reviewed various options for improving waste disposal, including the construction of a Materials Recycling Facility (MRF) and exporting the solid waste to other counties or states. The diversion rate for 2016 is not available as of March 10, 2017, but it is expected to increase slightly due to an increase in the recycling of grindings from the previous year. The diversion rate average includes diversion through the transfer station, road grindings used for road rehab, and grass clippings from the golf courses and parks. The diversion rate for 2016 is expected to increase as all of the grindings from paving projects were repurposed for local projects. In addition, the Town is able to use Vons, Rite Aid, the Post Office, and Shred Pro's numbers as they backhaul their own recyclables. The Town continues to work on implementing programs that will help the Town meet California's mandated diversion rate of 50% and the states long-term goal of 75%. In addition, the Town is continuing to work with regional partners to achieve and maintain our commitment to CalRecycle. In 2015, the Town completed a self-exemption to the provisions of AB 1826 regarding organic waste recycling. That exemption is effective until January 1, 2020, unless the State determines that ending rural exemptions will not result in a significant reduction in the disposal of organic waste.

In 2014, the Town adopted an updated Waste Management Ordinance and a new Recycling Ordinance for municipal waste. An additional ordinance to require recycling of construction and demolition materials was adopted in 2015. This ordinance requires most construction projects to divert a minimum of 50% of the construction and demolition debris resulting from that project.

Another valuable resource is Mammoth's dark night skies. These starry skies continue to be preserved through the Town's Outdoor Lighting Ordinance that requires down directed and shielded light fixtures for all existing and proposed outdoor lights. This requirement has significantly reduced dangerous glare for drivers and pedestrians as well. 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.

The Town also continues to require tree removal permits for the removal of hazardous trees and to reduce wildfire danger, which helps to maintain and preserve trees within the community in a healthy and safe condition.

The Town is an active member of the Inyo-Mono Integrated Regional Water Management Plan (IRWMP) and was awarded a grant to prepare a Stormwater Management Master Plan (SMMP) that will provide a more proactive approach to managing stormwater, improving water quality, and minimizing the risk of flooding. The SMMP is an important contributing document to the Town's overall Capital Improvement Program (CIP) and not only helps to prioritize stormwater related improvements, but also helps guide and prioritize street improvement projects that have a stormwater component. The SMMP also includes a maintenance and operation section for more proactive, rather than reactive, storm water and storm drain maintenance provide with a GIS component. The work began in 2013 and was completed in 2015.

The Town is an active member of the Inyo-Mono Integrated Regional Water Management Plan (IRWMP) and is pursuing the preparation of the Stormwater Resource Plan (SWRP). The SWRP provides a regional prioritization of stormwater management projects that qualifies agencies for participation in Prop 1 Funding, available for two cycles of funding in 2018 and 2020. The Town anticipates the use of General Funds to complete this phase of work and avoid the possibility of not meeting the requirements for future stormwater planning.

Arts, Culture, Heritage and Natural History Element

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

The Mammoth Lakes Foundation (MLF) has been working on development of the Mammoth Arts & Cultural Center (MACC). The MACC is an indoor performing arts and cultural center and has been a desired project of the Town for many years. The project is nearing final design and is tentatively scheduled for completion in 2018.

Measure R funding in the amount of $920,800 was approved by Town Council in 2016 for the following recreation programs:

- Whitmore Track and Sports Field annual Maintenance
- Trails End Park annual Maintenance
- Equipment maintenance for Measure R equipment
- Trails End Park completion

- Special event equipment
- Wetland Delineation Study for Bell Shaped Parcel
- USA Swimming Build-a-Pool Workshop

Specifically dedicated for recreation, mobility, and arts and culture, Measure U funds were appropriated in 2016 for the following activities:

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

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

Open Space Elements

Two elements in the 2007 General Plan address open space. These elements are Parks, Open Space and Recreation and the Parks and Recreation Element (1990). The Parks, Open Space and Recreation Element states: "Parks, open space, and our recreational opportunities in Mammoth Lakes are critical to our residents and to the success of our tourism-based economy."

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

The fundamental purpose of the Parks and Recreation Department is to deliver local residents and visitors with high-quality recreation facilities and diverse programming that promotes a degree of 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.

The Parks and Recreation Departments signature youth summer camps are our most popular product and consume the majority of planning and operational time for staff. New in 2016 were two new Mountain Bike Camps supported by SEMBA and the Mammoth Bike Park, along with the introduction of age-appropriate summer camps/programs. The goal with this initiative was to improve the overall quality of experience for our many youth participants. Age-appropriate programming provides for greater socialization of similar age children (reduces isolation/bullying), allows for greater personal challenge and skill acquisition, including greater customization and personalization of the experience by camp counselors. In 2016 the Department hosted

639 participants in summer camps. This represents a significant 24% increase versus 2015, and an impressive 180% increase since 2010.

Adult softball was once again our largest summer program (76% of adult programming) that also included the Men's and Coed tournaments in July that represent a majority of regional visitors. Tennis with Kyle continued to expand at the community courts, including three scheduled Doubles Tennis Camp and Socials that received rave reviews and strong participation. Other adult programs included winter indoor soccer at the MHS, Zumba at the Community Center and Dodgeball at the Mammoth RecZone. In 2016, over 904 adults participated in programmed activities, an increase of 3% versus 2015 and 36% versus 2010.

Based on Town Council direction to not pursue a long-term lease for the Multi-use Facility with the Mammoth Unified School District at its current location, Town staff began the process to plan, design, and construct complementary Community Multi-Use Facilities at Mammoth Creek Park. The project includes three major components: a multi-use facility, complementary community center, and an accessible playground. The co-location of facilities will centralize recreation amenities providing for greater operational efficiencies with the goal of delivering expanded community-centric recreation programming. The Recreation Commission is the lead advisory body for recreation programming and established a public outreach plan called "Plan Your Park" that will be used to assess the programming needs and space alternatives of the proposed facilities. The intent of Plan Mammoth Creek Park (Plan MCP) is to create a recreation destination that the entire community of Mammoth Lakes will actively use, value and ultimately be proud to call their park. The initial steps in the process include site planning, design, and completion of the environmental analysis (EIR). This work is expected to be completed in 2017-2018.

The Town continued to operate and maintain all Town parks and recreation facilities in 2016, including Mammoth Creek Park, Community Center Park and Tennis Courts, Shady Rest Park, Whitmore Track and Sports Field and Pool, Ice Rink/Multi-Use Facility, and Trails End Park. The Town's ice rink/multi-use facility was operated during the 2015/16 winter, welcoming 5,462 visitors (down from 7,321 in 2014/15) during the three-month operation period. In brief, pool visits and revenue were up 21% and 28% respectively, and Mammoth RecZone visits increased by 17%.

Noise Elements

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

Noise Element

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

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

Community Design Element

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

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

Safety Element – Public Health and Safety Element

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

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

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

In May 2016, an urgency ordinance was adopted regarding medical marijuana cultivation and specified that medical marijuana can be cultivated in the Industrial zoning district with a use permit and prohibits cultivation in the commercial zones, unless associated with and adjacent to a medical marijuana cooperative. This ensures that these uses are located in an appropriate area for the public's health and safety.

In late 2016, Town staff began work on development of regulations related to Proposition 64, the Adult Use of Marijuana Act (AUMA) to ensure the public's safety with regards to recreational marijuana. The Town's regulations are expected to be adopted in late 2017.

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

Lastly, the Town's Municipal Code continues to allow day care facilities in residential zones to encourage adequate and high quality child-care in Mammoth Lakes.

Economy Element

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

In 2011, the Town initiated a significant transient occupancy tax (TOT) enforcement program. The program incorporates a substantial outreach component to inform locals and second homeowners of the Town's short-term rental regulations. The program addresses transient rentals in unpermitted zones and transient rentals in permitted zones that are not remitting the required tax. A TOT Committee was established to assist and provide direction in the Town's TOT enforcement efforts. The Town Council adopted Municipal Code revisions to facilitate this program. In 2016, the Town continued to refine and improve the TOT enforcement program, and initiated approximately 150 TOT compliance cases.

In 2013, Mammoth Lakes Tourism (MLT), with the direction of a steering committee, implemented the Mammoth Lakes Tourism Business Improvement District (TBID). This benefit assessment district was developed to help fund marketing and sales promotion efforts for Mammoth Lakes tourism businesses. The TBID will be in place for a period of five years at which time it can be renewed and expects to generate approximately $4.7 million annually. The TBID is up for renewal in 2018.

The continued expansion of commercial air service is anticipated to have a significant economic benefit for the town, by reducing midweek and seasonal drops in tourism and visitation. The construction of a temporary holding facility at the airport has improved the experience of those using the airport.

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

Housing Element

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

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

In 2015, the Town initiated work to update the existing Housing Ordinance (Municipal Code Chapter 17.136) and establish a housing mitigation fee for all types of projects. The updated Housing Ordinance and fee was adopted in July 2015 and is in effect.

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

In 2016, MLH worked with the Town of Mammoth Lakes to preserve one deed restricted home by utilizing the Revolving Loan Fund (RLF). The RLF was established in 2013 and uses a portion of the Town's Housing In-Lieu Fee Account for the preservation of deed restricted ownership housing stock. Since that time, four homes have been preserved. The Town identified this as a priority under Housing Element program H.2.G.1.

MLH commissioned RRC & Associates in 2011 to conduct a housing needs assessment for Mammoth Lakes. Through employee and employer surveys, interviews, and trend analysis, data was collected which will be used to drive the Community Housing Strategy. The recommendations of this assessment include expanding MLH rehabilitation efforts, initiating the development of additional rental housing, exploring opportunities to better serve the Hispanic/Latino population, and exploring relaxing current restrictions on deed restricted properties, among others. Additionally, as part of the 2014 Housing Element update, the Town and MLH distributed a housing survey in both English and Spanish. The results of the survey tracked the results of the 2011 needs assessment.

The Town offered a First-Time Homebuyers Assistance Program with funding available from the BEGIN, CDBG, and HOME Programs. Five households were assisted with these funds in 2016. MLH was awarded a $1 million CalHome Manufactured Housing grant in 2014. One household was assisted through this program in 2016.

The December 31, 2016 balance within the Affordable Housing In-Lieu Fund totaled approximately $468,355.

The Town, in conjunction with MLH, submitted and was awarded a grant application under the 2014 CDBG Program Notice of Funding Availability (NOFA) for the rehabilitation of the Glass Mountain Apartments, Homebuyer Assistance, and rehabilitation of 1-4 units, for and amount totaling $1,000,000.

REGIONAL HOUSING NEEDS

Table 2 summarizes the Town's progress towards meeting the Town's share of the Regional Housing Needs Allocation (RHNA), for the 2014-2019 Housing Element period.

Table 2: 2014-2019 Progress to Meeting RHNA

Year Constructed/Restricted	Extremely Low	Very Low	Low	Moderate	Above Moderate
2014	0	0	0	0	12[1]
2015	0	0	0	0	22[2]
2016	0	0	0	0	23[3]
Total	0	0	0	0	57
RHNA 2014-2019	**8**	**9**	**12**	**14**	**31**
Net Remaining	*8*	*9*	*12*	*14*	*-26*

[1] In 2014, all of the Above Moderate units constructed were non-deed restricted market rate units.
[2] In 2015, all of the Above Moderate units constructed were non-deed restricted market rate units.
[3] In 2016, all of the Above Moderate units constructed were non-deed restricted market rate units.

Additional efforts will need to be focused on the production of housing, particularly for extremely-low, very-low, low, and moderate income residents, in order to achieve the Town's fair share of the regional housing needs.

The Town continued to direct resources to housing in 2016, particularly the allocation of in-lieu housing funds, and a portion of Transient Occupancy Tax revenues to housing. The latter source was principally used to fund the work of MLH, the Town's local affordable housing non-profit. MLH has used these funds to leverage additional State and Federal grant funds to construct and acquire affordable housing units, to provide down payment assistance to qualifying households, to preserve the existing deed restricted housing stock, and to provide assistance to qualified families to find and move into affordable housing units.

GOVERNMENTAL CONSTRAINTS TO AFFORDABLE HOUSING

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

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

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

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

- Modify the Municipal Code (MC) to incorporate General Plan Policy L.2.D, allowing additional density bonuses for deed-restricted housing projects, and SB 2 pertaining to emergency shelters and transitional housing (H.1.D.1 and H.1.F.2).
- Adopt a resolution waiving application processing fees for developments that include affordable to extremely low-income households (H.4.B.1).
- Amend the MC to allow residential care and assisted living facilities, licensed group homes, and small residential care facilities (H.4.C.1 and H.4.C.2). Adopted in May 2014.
- Amend the MC to clarify that manufactured housing is permitted in all residential zones (H.4.C.3). Adopted in May 2014.
- Allow additional types of secondary housing units within single family residential zones (H.4.D.1). Adopted in May 2014.
- Monitor the DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA (H.4.E.1).
- Amend the Town's parking standards to allow reduced parking standards for affordable, infill, and mixed use housing (H.4.E.3).

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

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

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

PLANNING APPLICATIONS

The following table summarizes the status of planning applications as of December 31, 2016. A detailed list of application requests is attached (Attachment 2).

Table 3: 2016 Planning Applications

Table 1				
Application Types	Requests	Approved[1]	Denied	In Process
General Plan Amendments (GPA)	1	1	0	1
District Zoning Amendments (DZA)	2	3	0	1
Zoning Code Amendments (ZCA)	3	4	0	0
Use Permit Applications (UPA)	4	6	0	0
Tentative Tract Maps (TTM)	2	4	0	0
Tentative Parcel Maps (TPM)	1	1	0	0
Variances (VAR)	1	1	0	0
Design Reviews (DR)	11	10	0	2
Administrative Design Review (ADR)	3	3	0	0
Lot Line Adjustments (LLA)	2	1	0	1
Concept Reviews (CR)	1	NA	NA	0
Adjustments (ADJ)	5	5	0	0
Administrative Permits (AP)	3	2	1 (withdrawn)	0
Time Extension Requests (TER)	2	0	0	2
Land Donations	2	2	0	0
Building Permits (BP)	647	551	NA	NA
Code Compliance Cases (CC)	239	NA	NA	NA
TOT Compliance Cases	154	NA	NA	NA
Sign Permits (SP)	20	19	0	2
Tree Removal Permits (TRP)	47	45	2	0
Outdoor Sales Permit (OS)	1	1	0	0
Business Tax Certificates (BTC)	262	248	14	NA

[1] Approved list includes projects from previous years approved in 2016 by the PEDC or Town Council

LOOK AHEAD - MAJOR PROJECTS IN 2017

The Town of Mammoth Lakes anticipates a busy 2017 completing significant work programs and projects that will further implement the 2007 General Plan:

- Continued work on the amendment to the North Village Specific Plan regarding an increase of density for the Mammoth Hillside project
- Continued site design and environmental analysis for Mammoth Creek Park West (Multi-Use Facility and Ice Rink, Community Center, and accessible playground)
- Complete construction of the new Town of Mammoth Lakes Police Station
- Continue to work with the Inyo National Forest on development and implementation of the Trail System Master Plan
- Work on completing a grant funded affordable housing project to improve the Glass Mountain Apartments
- Mammoth Lakes Housing (MLH) with financial support from the Mammoth Mountain Ski Area have procured the consulting services of WSW Consulting, Inc. to update the 2011 Housing Needs Assessment and develop a Community Housing Action Plan. The work is scheduled to be completed in November 2017
- Update of the Sign Code
- Continued work on an Enhanced Infrastructure Financing District (EIFD)
- Continue administering CDBG grants in conjunction with MLH and IMACA
- Update the Municipal Code to be consistent with the DIF study/fees approved in 2015
- Economic development activities
- Continuation of the TOT Enforcement Program
- Continue implementation of the Quality of Life Ordinance
- Airport Terminal Planning and Environmental Review
- Municipal Trails Signage and Wayfinding
- Code Compliance
- Permit Processing
- Transit stop improvements
- Grant funded sidewalk and trails projects

ATTACHMENTS

Attachment 1: Annual Element Progress Report – Housing Element Implementation

Attachment 2: Detailed List of Planning Application Requests

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

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/16 - 12/31/16

Table A

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

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
(9) Total **of Moderate and Above Moderate** from Table A3 ► ► ►						23					
(10) Total by income Table A/A3 ► ►							0				
(11) Total **Extremely Low-Income** Units*											

* Note: These fields are voluntary

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

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/16 - 12/31/16

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

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

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

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**						0	
No. of Units Permitted for **Above Moderate**	23					23	

* Note: This field is voluntary

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

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/16 - 12/31/16

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	17	0										17
	Non-deed restricted												
Low	Deed Restricted	12	0										12
	Non-deed restricted												
Moderate	Deed Restricted	14	0										14
	Non-deed restricted												
Above Moderate		31	12	22	23							57	-26
Total RHNA by COG. Enter allocation number:		74	12	22	23							57	17
Total Units ► ► ►													
Remaining Need for RHNA Period ► ► ► ► ►													

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

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

Jurisdiction Town of Mammoth Lakes

Reporting Period 1/1/16 - 12/31/16

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	**Housing Programs Progress Report - Government Code Section 65583.** Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
H.1.A.1	Maintain an up-to-date GIS database.	On-going	The Town contracts with a GIS coordinator that works for both the Town and Mono County to keep the GIS database functioning and up-to-date.
H.1.A.2	Provide annual reporting on the Town's progress to meeting the Housing Element.	On-going	This table, included with the annual planning report provided to the State Department of Housing and Community Development, is how the Town reports and tracks progress.
H.1.A.3	Ensure Master Plan/Specific Plan updates provide development capacity and policy to meet housing needs.	On-going	As master plans and specific plans are processed, the Community & Economic Development Department, Planning & Economic Development Commission, and Town Council will evaluate and ensure adequate development capacity and policy is included to meet housing needs.
H.1.B.1	Study exemption from density and FAR calculations for required on-site affordable and workforce housing.	31-Dec-15	This was studied as part of the Housing Ordinance Update, and the Town determined that it was not appropriate to include in the updated Housing Ordinance, especially due to the current FAR work underway.
H.1.B.2	Encourage housing development as part of infill and mixed-use projects in Commercial Zones	On-going	The Commercial Zones allow mixed-use projects and workforce housing.
H.1.C.1	Amend the Housing Ordinance to incorporate General Plan Policy L.2.D. allowing additional density bonuses for deed-restricted housing projects.	31-Dec-14	This has been incorporated into Housing Ordinance (17.136.050.D).
H.1.D.1	Develop criteria, standards, and thresholds for assessment and approval for Alternative Housing Mitigation Plans.	31-Dec-14	The Housing Ordinance provides a menu of options that a developer can choose from to mitigate his/her housing impact. Requirements are outlined for each of those options in the Housing Ordinance.

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H.1.E.1	Continue to apply zoning standards that allow for special needs housing.	On-going	The Town is continuing to apply these zoning standards.
H.1.E.2	Identify outstanding housing needs, available housing that meets those needs, and consider a program to fill cost gap for persons with developmental disabilities.	31-Dec-14 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to complete this action item.
H.1.E.3	Implement an outreach program for housing and services available for persons with developmental disabilities.	31-Dec-14 and on-going	The Town will work with Mammoth Lakes Housing, Inc. and Kern Regional Center to complete this action item.
H.1.E.4	Ensure equal access to housing for persons with disabilities.	On-going	The Town ensures this through implementation of Municipal Code 17.80, Reasonable Accommodation.
H.2.A.1	Dedicate 1 percentage point of TOT revenues to fund housing programs.	On-going	While the Town Council annually dedicates TOT revenues to fund housing programs, in 2015 less than one percentage point was committed to fund housing programs.
H.2.A.2	Pursue grant funds to support housing programs, in particular funding for ELI households.	On-going	The Town and Mammoth Lakes Housing, Inc. continue to pursue grant funds to support housing programs. A HOME grant was awarded in 2014 for first time homebuyer assistance and rehabilitation. A CDBG grant was awarded in 2014for upgrades to the Glass Mountain Apartments, and homebuyer assistance and single unit rehabilitation.
H.2.A.3	Develop and adopt a Community Housing Strategy.	31-Dec-14	The Draft Housing Strategy is anticipated to be adopted in 2016.
H.2.A.4	Implement a program to monitor construction and rehabilitation of housing to meet ELI population needs.	31-Dec-15	There are currently no ELI construction or rehabilitation housing units in process.
H.2.B.1	Develop and adopt an amended Housing Ordinance.	31-Dec-14	Adopted in June 2015.

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H.2.D.1	Work with Mammoth Lakes Housing to acquire and renovate units that can be added to the workforce housing inventory. Program creation will include an evaluation of program costs, benefits, and opportunities.	31-Dec-15	Incorporated into the Draft Housing Strategy
H.2.E.1	Study potential strategies to encourage upgrades of existing multi-family rental properties, including code enforcement.	31-Dec-15	CDBG grant funding was awarded in 2014 to assist in the financing of rehabilitation of 1 - 4 unit properties. The grant is managed by MLH. Additional strategies incorporated in Draft Housing Strategy
H.2.G.1	Work with Mammoth Lakes Housing, Inc. to study and develop procedures that will avoid the inadvertent loss of deed-restricted units.	31-Dec-15	A new deed restriction has been implemented that helps to alleviate some of the problem caused by the previous versions. A Revolving Loan Fund using a portion of the Town's Housing In-Lieu Fee Fund has been successfully used to buy back deed restricted units.
H.2.G.2	Continue to work with Mammoth Lakes Housing and the Revolving Loan Fund (RLF) to assist in buying back existing deed-restricted units.	31-Dec-15	One units were preserved through the RLF in 2016.
H.2.H.1	Use 2011 Housing Needs Assessment to target efforts aimed at increasing housing for seasonal employees.	On-going	
H.3.A.1	Work with Mammoth Lakes Housing, Inc. to develop and adopt minimum design and livability standards for affordable and workforce housing units.	31-Dec-14	Adopted concurrently with the Housing Ordinance in May 2015 (Resolution 15-14).
H.4.B.1	Adopt a resolution waiving a proportion of the application processing fees for developments in which at least 5% of units are affordable to ELI households.	31-Dec-15	Not yet completed.

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H.4.E.1	Monitor the Town's DIF Ordinance to assure that impact fees do not impede housing production to meet the Town's RHNA or housing objectives.	31-Dec-14 and on-going	An updated DIF schedule was adopted in 2015, which resulted in lower fees.
H.5.B.1	Provide information regarding fair housing practices at the Town of Mammoth Lakes offices and website, the Mammoth Lakes Community Center and Library, and the Mono County offices located in Mammoth Lakes.	31-Dec-14 and on-going	This information continues to be provided and available through both the Town and MLH websites and at the respective offices.
H.5.C.1	Establish a process to address fair housing complaints and inquiries.	31-Dec-14 and on-going	The Town and MLH established a process to address fair housing complaints and inquiries in 2014.
H.6.B.1	Town will enforce State Green Building Code requirements.	On-going	The Town is enforcing the California Building Code requirements.
H.6.C.1	Work with Inyo Mono Advocates for Community Action (IMACA) and Mammoth Lakes Housing to increase the number of weatherization retrofits and other upgrades of owner occupied and non-transient rental housing units in Mammoth Lakes.	On-going	

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General Comments:

Attachment 2: Detailed List of Application Requests

A. Adjustments –
    a. ADJ 16-001: 458 Hillside Drive - Decrease of 20% of the required front yard setback; approved 5/2016.
    b. ADJ 16-002: Hillside Highlands – Increase of 5% of the maximum allowed lot coverage; approved 5/2016.
    c. ADJ 16-003: 360 Ridgecrest Drive – Decrease of 20% of the required front yard setback; approved 6/2016.
    d. ADJ 16-004: 1485 Forest Place – Decrease of 20% of the required front yard setback; approved 9/2016.
    e. ADJ 16-005: 402 Pinecrest Avenue – Decrease of 20% of the required front yard setback and an allowance for parking in a setback not leading to a garage; approved 2/2017.

B. Administrative Permits –
    a. AP 16-001: Wiles Storage Unit; withdrawn.
    b. AP 16-002: Oaktree Permanent Outdoor Display; approved 5/2016.
    c. AP 16-004: Mammoth Cycle Works; approved 12/2016.

C. Administrative Design Reviews –
    a. ADR 16-001: Creekside at Mammoth Re-Paint; approved 7/2016.
    b. ADR 16-002: Morrison's Restaurant Re-Paint; approved 10/2016.
    c. ADR 16-003: Single-Family Residence in the Bluffs subdivision; approved 1/2017.

D. Building Permits and Certificate of Occupancy - A total of 647 building permits were submitted in 2016.

E. Business Tax Certificates – A total of 262 business tax certificates were applied for in 2016.

F. Concept Reviews –
    a. CR 16-001: Hillside Project Density Amendment; completed 9/2016

G. Design Review –
    a. DR 16-001: Hillside Highlands - Design review for a three 3-unit apartmento project; approved 5/2016.
    b. DR 16-002: Wiles Storage Unit; withdrawn.
    c. DR 16-003: North Village East Parking Lot Expansion - Design review for a surface parking lot in the North Village; approved 7/2016.
    d. DR 16-004: Old Mammoth Place – Design review for mixed-use development; approved 7/2016.
    e. DR 16-005: Town Hillside Parking Lot – Design review for a surface parking lot in the North Village; approved 6/2016.
    f. DR 16-008: St. Joseph Church – Design review for a Parish Hall; approved 8/216.
    g. DR 16-009: Sherwin Villas – Design review for a re-siding project; approved 8/2016.

h. DR 16-010: 160 Commerce Drive – Design review for a roof modification; approved 10/2016.
i. DR 16-011: Design review for a new Multi-Use Facility; Ongoing.
j. DR 16-012: Grocery Outlet – Design review for a grocery store; Ongoing.
k. DR 16-013: Best Western – Design review for building modifications; approved 1/2017.

H. District Zoning Amendments –
   a. DZA 16-001: Lodestar Master Plan Amendment; approved 3/2016.
   b. DZA 16-002: North Village Specific Plan Amendment for a density increase for the Mammoth Hillside project; Ongoing.

I. Outdoor Sales Permits – 1 outdoor sales permits was submitted and approved in 2016.

J. Sign Permits – 19 sign permits were approved in 2016 (7 were for temporary signs).

K. Time Extension Requests –
   a. TER 16-001: Six-year time extension for the North Village Parking Structure Project; Ongoing.
   b. TER 16-002: Six-year time extension for the Inn at the Village Project.; approved 2/2017.

L. Tentative Parcel Maps –
   a. TPM 16-001: Canyonside – 2-unit PUD project; approved 8/2016.

M. Tentative Tract Maps –
   a. TTM 16-001: Old Mammoth Place – 343- unit condo-hotel project; approved 7/2016.
   b. TTM 16-002: Gray Bear III – 8-lot single-family transient home subdivision; approved 1/2017.

N. TOT Code Compliance- During 2016, 154 TOT cases were initiated.

O. Tree Removal Permits – 47 tree permit applications were submitted. Some tree permits included multiple trees, and many trees were removed for fuel reduction purposes to provide defensible space around residences and other structures. Other trees were removed because they were dying or hazardous.

P. Use Permit Applications –
   a. UPA 16-001: Old Mammoth Place – Mixed-use development project; approved 7/2016.
   b. UPA 16-002: Mammoth Lakes Wellness – Use permit amendment to allow CO^2 oil extraction at a medical marijuana dispensary; approved 6/2016.
   c. UPA 16-003: Canyonside – 2-unit PUD project; approved 8/2016.

d. UPA 16-004: Plant 2 Product – A medical marijuana cultivation facility in the industrial park; approved 1/2017.

Q. Variances
   a. VAR 16-001: 1893 Old Mammoth Road – A reduction of the side yard setback to five feet; approved 9/2016.

R. Zoning Code Amendments –
   a. ZCA 16-001: Water Efficient Landscape Regulations update; adopted 9/216.
   b. ZCA 16-002: Nonconforming structure amendment; adopted 9/2016.
   c. ZCA 16-003: Secondary dwelling unit update; adopted 2/2017.