

MONO COUNTY PLANNING COMMISSION

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commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760.932.5420, fax 932.5431
www.monocounty.ca.gov

AGENDA

THURSDAY, OCTOBER 9, 2014 – 10 a.m.
Supervisors Chambers, County Courthouse, Bridgeport

*Videoconference: **Town/County Conference Room, Minaret Village Mall**, Mammoth Lakes

Full agenda packets, plus associated materials distributed less than 72 hours prior to the meeting, will be available for public review at the Community Development offices in Bridgeport (Annex 1, 74 N. School St.) or Mammoth Lakes (Minaret Village Mall, above Giovanni's restaurant). Agenda packets are also posted online at www.monocounty.ca.gov / boards & commissions / planning commission. For inclusion on the e-mail distribution list, interested persons can subscribe on the website.

**Agenda sequence (see note following agenda).*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT: Opportunity to address the Planning Commission on items not on the agenda

3. MEETING MINUTES: Review and adopt minutes of September 11, 2014 – *p. 1*

4. PUBLIC HEARING

10:10 A.M.

A. GENERAL PLAN AMENDMENT 14-002 (a) to amend the General Plan Land Use Designation Map to establish a Transient Rental Overlay District (TROD) at June Lake to allow for nightly rentals at 155 Washington St. (APN 016-102-052). *Staff: Courtney Weiche, associate planner – p. 4*

10:30 A.M.

B. GENERAL PLAN AMENDMENT 14-002 (b) to amend the General Plan Land Use Designation Map to establish a Transient Rental Overlay District (TROD) at June Lake to allow for nightly rentals on two parcels (APN 015-010-080 and 015-300-004). In accordance with the California Environmental Quality Act, an addendum to the existing General Plan EIR is being utilized. *Staff: Courtney Weiche, associate planner*

5. WORKSHOP:

A. MONO COUNTY ENERGY POLICIES, INITIATIVES & PROGRAMS. *Staff: Scott Burns, Tom Perry – p. 25*

B. GENERAL PLAN DEVELOPMENT STANDARDS. *Staff*

6. REPORTS:

A. DIRECTOR

B. COMMISSIONERS

7. INFORMATIONAL: No items.

More on back...

DISTRICT #1
COMMISSIONER
Mary Pipersky

DISTRICT #2
COMMISSIONER
Rodger B. Thompson

DISTRICT #3
COMMISSIONER
Daniel Roberts

DISTRICT #4
COMMISSIONER
Scott Bush

DISTRICT #5
COMMISSIONER
Chris Lizza

8. ADJOURN to November 13, 2014

***NOTE:** Although the Planning Commission generally strives to follow the agenda sequence, it reserves the right to take any agenda item – other than a noticed public hearing – in any order, and at any time after its meeting starts. The Planning Commission encourages public attendance and participation.

In compliance with the Americans with Disabilities Act, anyone who needs special assistance to attend this meeting can contact the Commission secretary at 760-924-1804 within 48 hours prior to the meeting in order to ensure accessibility (see 42 USCS 12132, 28CFR 35.130).

*The public may participate in the meeting at the teleconference site, where attendees may address the Commission directly. Please be advised that Mono County does its best to ensure the reliability of videoconferencing, but cannot guarantee that the system always works. If an agenda item is important to you, you might consider attending the meeting in Bridgeport.

Full agenda packets, plus associated materials distributed less than 72 hours prior to the meeting, will be available for public review at the Community Development offices in Bridgeport (Annex 1, 74 N. School St.) or Mammoth Lakes (Minaret Village Mall, above Giovanni's restaurant). Agenda packets are also posted online at [www.monocounty.ca.gov / departments / community development / commissions & committees / planning commission](http://www.monocounty.ca.gov/departments/community%20development/commissions%20&%20committees/planning%20commission). For inclusion on the e-mail distribution list, send request to cdritter@mono.ca.gov

Interested persons may appear before the Commission to present testimony for public hearings, or prior to or at the hearing file written correspondence with the Commission secretary. Future court challenges to these items may be limited to those issues raised at the public hearing or provided in writing to the Mono County Planning Commission prior to or at the public hearing. Project proponents, agents or citizens who wish to speak are asked to be acknowledged by the Chair, print their names on the sign-in sheet, and address the Commission from the podium.

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DRAFT SPECIAL MEETING MINUTES

SEPTEMBER 11, 2014

COMMISSIONERS: Scott Bush, Chris Lizza, Dan Roberts, Rodger B. Thompson. **ABSENT:** Mary Pipersky

STAFF: Scott Burns, CDD director; Courtney Weiche, associate planner; Louis Molina, environmental health; Garrett Higerd & Walt Lehmann (videoconference), public works; C.D. Ritter, commission secretary

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Vice Chair Rodger B. Thompson called the meeting to order at 10:13 a.m. at the Town/County Conference Room in Mammoth Lakes, and attendees recited the pledge of allegiance.

2. **PUBLIC COMMENT:** No items

3. **MEETING MINUTES:** Review and adopt minutes of August 14, 2014

MOTION: Adopt minutes of August 14, 2014, as amended: Food vendors, p. 3, graph 3: Commissioner Bush asked if had *wondered how far this could go, if a gas station could be replaced by a "mobile gas station" with a tanker truck*, not worry about other restrictions. (Bush/Roberts. Ayes: 3. Abstain due to noon departure. Absent: Pipersky.)

4. **PUBLIC HEARING:**

A. SPECIFIC PLAN AMENDMENT & TENTATIVE TRACT MAP MODIFICATION/Rock Creek Ranch. The proposal is to reduce the number of parcels from 55 to 10, including elimination of the package sewage-treatment facilities, evaporation pond, pool clubhouse and other common elements. In accordance with the California Environmental Quality Act, an addendum to the existing Specific Plan EIR is being utilized. *Staff: Courtney Weiche, associate planner*

Courtney Weiche noted "vesting Tentative Tract Map (TTM)" originally was approved in 2009 as 60 lots. Mono Supervisors approved Amendment 1 that deleted five no-longer-required affordable housing units. Project was later amended from 55 to 23 lots. Meanwhile, Cal Fire changed its fire codes, so applicant revised project to meet state and local fire codes. No additional access point was needed, as 10 lots are five-acre minimum. Lot coverage was reduced from 40% to 25%. Open space increased, but it's private – open, not disturbed. Rock Creek Ranch Homeowners Association (HOA) will manage water facilities. Setbacks vary.

Consultant Sandra Bauer cited a Paradise FPD will-serve letter received today. An addendum was prepared. Three significant unavoidable impacts are mule deer habitat, mule deer movement, and visual.

Weiche recommended approval, inserting word "vesting" for TTM. Proposals removed from original: propane tank farm, wastewater treatment plant, recreation center, mechanical building. Open space will be inside private lots, different road alignment. Commissioner Lizza: Revise CEQA document? Bauer cited identified impacts were reduced.

OPEN PUBLIC COMMENT: Fred Stump, District 2 Supervisor, noted additional outreach meeting with Scott Burns Aug. 25 at Paradise to elicit comments from community, which basically seemed satisfied.

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COMMISSIONER
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DISTRICT #5
COMMISSIONER
Chris Lizza

Michael House, chief of Paradise FPD, thanked applicant for responsiveness in adjusting building envelopes that allowed FPD to correct oversight of a fire hydrant.

Matthew Lehman, applicant, thanked Stump for outreach and staff for work on project. However, he also cited loss of hundreds of thousands of dollars due to oversights/mistakes, describing his frustration level as very high. **CLOSE PUBLIC COMMENT.**

DISCUSSION: Scott Burns indicated a desire to involve the local water company, which did not happen, thus no maintenance. HOA seemed appropriate to oversee. Stacey Simon noted other proposals were CSA (County Service Area) or CSD (Community Services District), both public entities. CSA would be part of County, which never has been involved with water before. CSD is managed by local community members. HOA is akin to Lundy Mutual or other private companies, with fewer restrictions on fees and rates.

Commissioner Lizza formulated most of the following questions:

Legal entity formed? *Simon indicated HOA must comply with same requirements as private water companies.*

Cal Fire involved? *Burns stated Cal Fire provided written approval in Specific Plan, which went through State Clearinghouse. Second approval process involved change in interpretation. Cal Fire provided recommendation. Applicant could have filed an appeal of Cal Fire's decision to Commission on original road alignment, but chose to redesign project. Cal Fire has had some changes, and Mono is trying to clarify requirements.*

What parts of old road did not comply? *Stump replied length of dead-end road, given number and size of lots. Driveways are subject to their own standards. In order to achieve without secondary access road, five-acre parcels would satisfy. Title 14 re Public Resources Code (PRC) 4290.*

Basis for length of road? *Commissioner Thompson cited evacuation difficulties.*

Simon indicated Title 14 and General Plan designate Cal Fire as the inspection authority on complying with requirements within State Responsibility Area (SRA), which includes most of Mono County.

Lehman noted Osage in Chalfant and Lakeridge Ranch Estates at Crowley have only one road. Why a separate standard for him?

How did Cal Fire approval get noticed? *Burns cited email response and face-to-face meeting.*

How to hold Cal Fire to what's approved today? *Burns stated Paradise FPD gave up-front approval. Vesting map locks in requirement. But, Cal Fire backpedaled from Specific Plan approval. Burns indicated when project changed due to market, needed will-serve from FPD and Cal Fire. Specific Plan doesn't expire.*

Will-serve for original plan? Burns affirmed, but Chief House was not aware of any previous will-serve. Weiche wanted formalized approval to show compliance. Unsure of how Cal Fire signs off.

Commissioner Thompson explained that FPD has structure protection authority, whereas Cal Fire has wildland authority.

Simon indicated that if Cal Fire had a new interpretation, developer could appeal to Commission and BOS that could overrule.

Commissioner Lizza stated developer had relied on first interpretation. Simon noted that when Mono finals map, it must comply with 4290 Title 14.

MOTION: Approve Specific Plan Amendment 13-002 and ***vesting*** Tentative Tract Map 37-56 Amendment subject to findings contained in Resolution R14-06. (Bush/Lizza. Ayes: 4. Absent: Pipersky.)

5. WORKSHOP:

A. GENERAL PLAN DEFINITIONS: After reading through 130 definitions, Brent Calloway found some outdated but was conservative about changing.

Airport: Does definition of aircraft include ultra-lights, balloons, hang gliders? *Stacey Simon thought maybe FAA had a definition.* Commissioner Lizza suggested adding ***motorized***.

Animal enclosures: Nowhere else in GP, so unnecessary.

Apartment: Outdated wording. Containing a ~~number of~~ ***more than one of these***.

Business: Delete last half of sentence with irrelevant specifics.

Flag lot: Revised wording. Will include a diagram in General Plan. Lizza suggested quotes around “flag” and “pole.”

Height of building: Change to match current regulations, include diagram. No change in policy, just internal consistency.

Home occupation: Formatting cleanup. Burns cited elimination of regulation through definition.

Housing, dependent: Not used in General Plan, so remove.

Hotel: Definition is more general, no mention of six units. Overlapping definitions for motel and resort, separate for B&B.

Special events: Reduced excess verbiage. Burns noted when UP was required, applicants wanted to exceed standards on parking, etc. Avoided lots of grief.

Stable, private: Some misread definition, so clarified. Split into two sentences to specify premises, not horses. Second sentence should read, *“Private stables are not for rent or lease.”*

Time-share project: OK.

Design Guidelines: Visual reference, not safety; i.e., if tower fell down.

6. COMMISSION PROTOCOL:

A. RULES FOR TRANSACTION OF BUSINESS: Scott Burns indicated BOS changed ordinance to clarify, but also wanted to ensure applicants were not unnecessarily charged for hearings. Commission was not comfortable with applicant requesting continuance at any time during hearing, just prior to hearing. During hearing with commenters present, however, Commission itself could decide. Stacey Simon also wanted a definition of full Commission. If BOS wanted to go further, could waive appeal fee. Commissioner Bush reiterated support for three votes. Simon thought the new verbiage would address Board’s concerns. Commission could approve on 2-1 vote, theoretically, but wants 3-0. If Commission is only recommending to BOS, applicant does not need a second chance. Distinction was made between meeting and matter.

MOTION: Amend Section 10 to clarify continuances when less than a full membership is present.
(*Bush/Roberts. Ayes: 4-0. Absent: Pipersky.*)

7. REPORTS:

A. DIRECTOR: **1) GP update:** Sandra Bauer is preparing EIR; scoping did not get lots of input. Ready for adoption next spring. **2) MoYo Trail:** Reviewing with Mono Basin RPAC next month. **3) Scenic Byway:** Consultant met with communities, report ready in October. Monument sign in June Lake still discussed. **4) CAC:** Chair BZ Miller was in fatal construction accident. **5) Tri-Valley Groundwater District:** Stacey Simon and Brent Calloway attended. Simon cited three bills approved by Legislature atop governor’s desk. Overhaul entire system of groundwater use. California is last state with no regulations. Adopting sustainability plans for high or medium priority, which means Tri-Valley. No new management elsewhere. Currently linked with Owens Valley basin, but can split off and become lower priority. **6) Walker River:** Workshop on leases, purchases at BOS. Resource Conservation District, primarily ranchers, is lead agency, may conduct CEQA analysis of impacts on county. Walker Lake litigation dates back to 1990s. Program has operated in Nevada many years. National Fish & Wildlife can’t do anything without Mono’s concurrence. **7) Ormat’s CD-IV:** Simon noted it’s controversial at Mammoth Lakes. Lawsuits filed against Great Basin Air Pollution Control District by LIUNA, CURE, and MCWD. Mono County was named in one of those suits even though it has taken no action on the project. **8) Mono Budget:** BOS to adopt budget Sept. 16, relying on eight layoffs. Could skip Commission meetings whenever possible.

B. COMMISSIONERS: No items.

8. INFORMATIONAL: No items.

9. ADJOURN at 11:55 a.m. to October 9, 2014.

Prepared by C.D. Ritter, commission secretary

Mono County Community Development Department

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October 9, 2014

To: Mono County Planning Commission

From: Courtney Weiche, Associate Planner

Subject: General Plan Amendment 14-002, including:
A. GPA 14-002(a) Rosas Transient Rental Overlay District at June Lake
B. GPA 14-002(b) Victory Lodge, LLC Transient Overlay District at June Lake

RECOMMENDED ACTION

1. Approve Resolution R14-07, accepting Addendum 14-02 to the Mono County General Plan EIR and recommending approval of General Plan Amendment 14-002(a); and
2. Approve Resolution R14-08, accepting Addendum 14-02 to the Mono County General Plan EIR and recommending approval of General Plan Amendment 14-002(b).

BACKGROUND

The Board of Supervisors approved General Plan Amendment 12-001 in December 2012 that added Chapter 25, Transient Overlay Districts, and Chapter 26, Transient Rental Standards and Enforcement, to the Mono County General Plan Land Use Element. The intent of the amendment was to allow transient rentals within compatible residential neighborhoods to increase tourism opportunities and provide additional economic support to homeowners.

The creation of Chapters 25 & 26 provides a General Plan tool to allow transient rentals in specific neighborhoods through a General Plan Amendment application for a Transient Rental Overlay District (TROD).

A TROD application requires that the shape of any proposed district be contiguous, compact and orderly. Factors used to determine compact and orderly include street-frontage sharing, adjoining yards, and existing characteristics that define residential neighborhood boundaries such as subdivision boundaries, major roads, natural features, large undeveloped parcels and commercial or civic land uses.

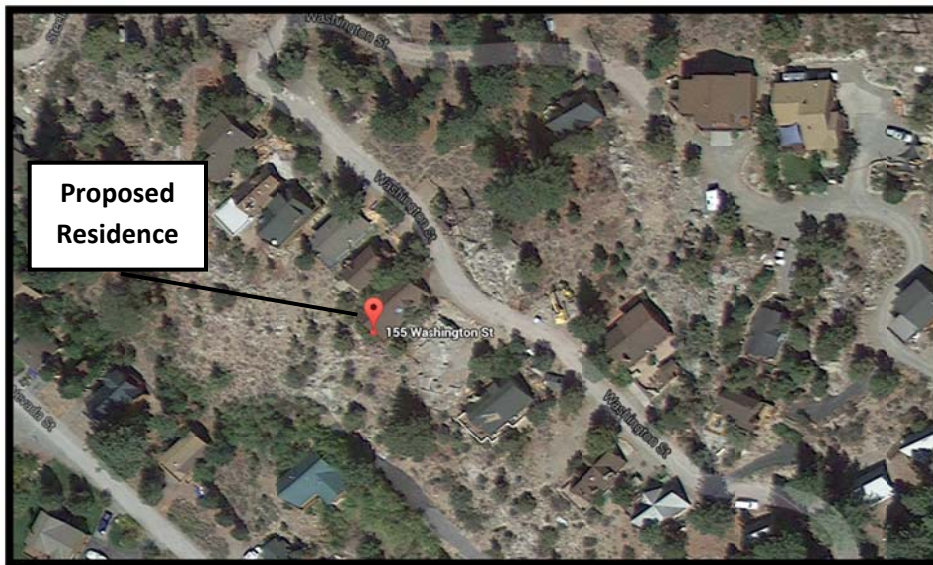
Chapter 26 provides regulations that ensure transient rentals meet minimum safety requirements, provide 24-hour local property management, allow for enhanced enforcement of unpermitted transient operators, and provide means for minimizing potential neighborhood conflicts such as parking and noise. If a Transient Rental Overlay District is approved, individual homeowners in the district would then be required to submit a Transient Rental application in conformance with the regulations specified in Chapter 26 before commencing short-term rentals.

GENERAL PLAN AMENDMENT 14-002(a) ROSAS

The proposed Transient Rental Overlay District (TROD) is located at 155 Washington St. (APN 016-102-052) at June Lake. One single-family residence is located on the 6,500-sf parcel. Access is off Washington Street, which is unpaved, compacted dirt. To the east and west are existing single-family residences. Across the street are mainly vacant parcels, with the closest built home three parcels to the south.

Following an invitation to join the proposed TROD, adjoining neighbors called with concerns and questions regarding the creation of a TROD. To date, no formal comment letters have been received, however there is indication we may receive formal comments by the Planning Commission hearing. Any comments received will be provided and included as part of the record at the hearing.

Project Location



LAND DEVELOPMENT TECHNICAL ADVISORY COMMITTEE

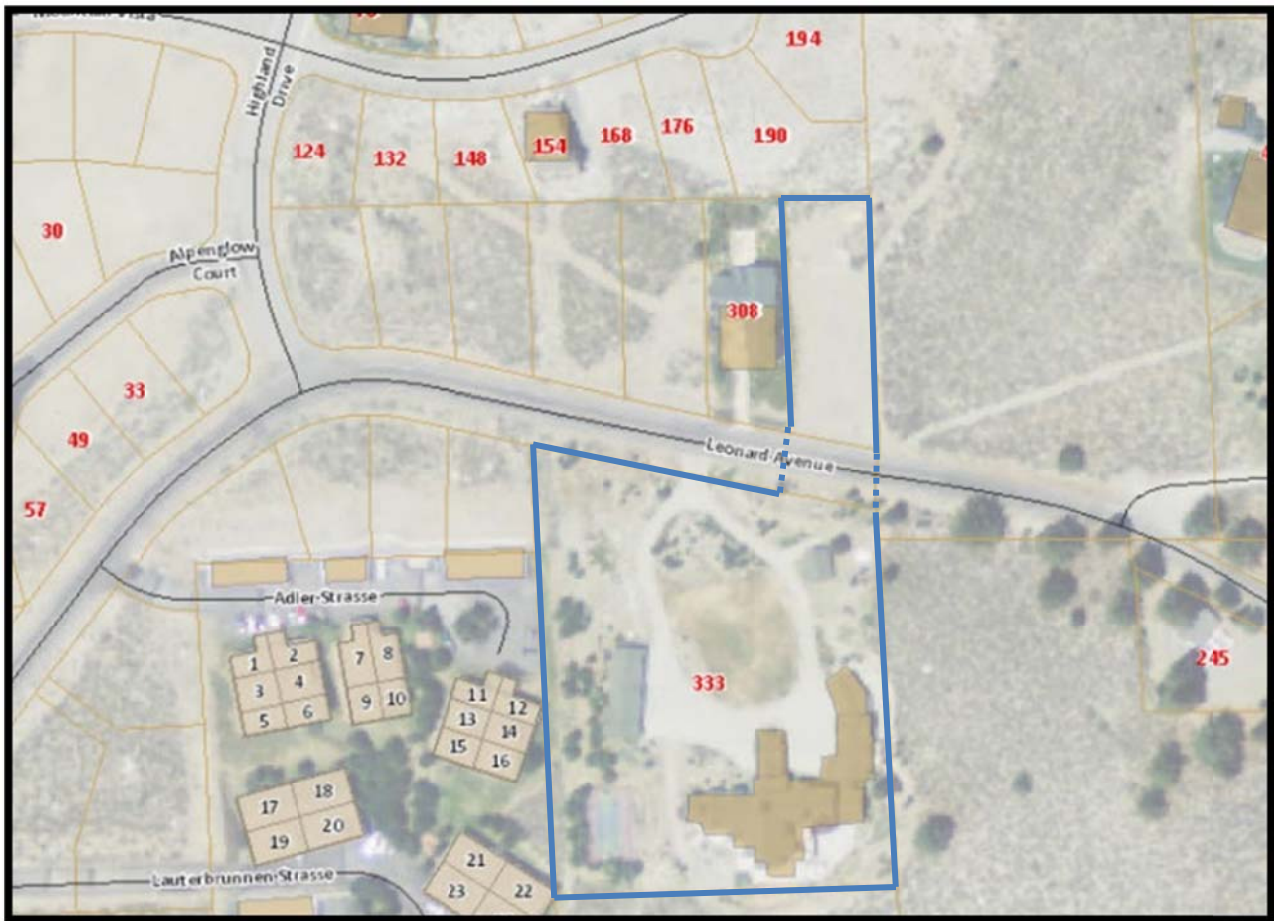
The LDTAC met July 14, 2014, to review and provide input on the project proposal. The LDTAC accepted the proposed Transient Rental Overlay District application and recommended moving forward with processing the permit.

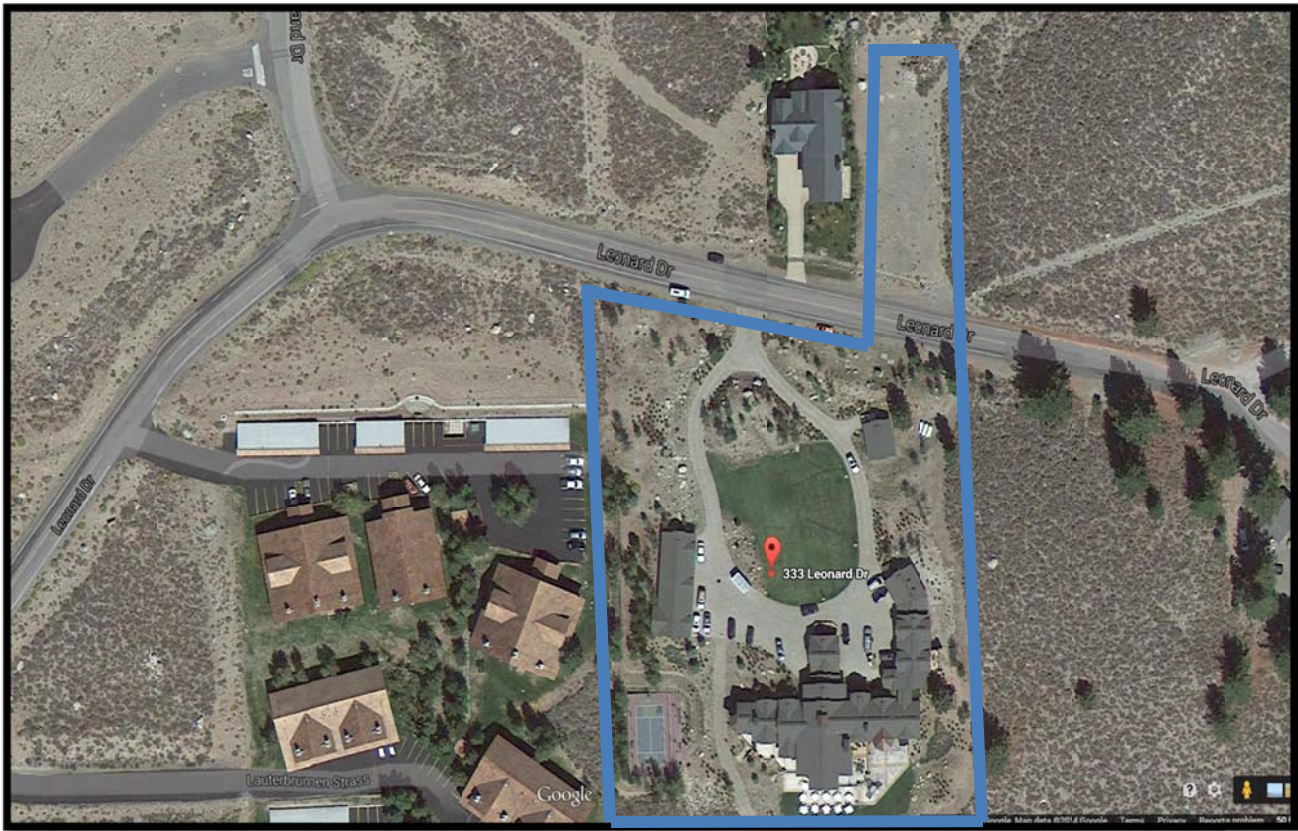
GENERAL PLAN AMENDMENT 14-002(b) Victory Lodge, LLC

The proposed Transient Rental Overlay District is located at 333 Leonard Dr. at June Lake (015-010-080) and proposes to include one additional adjoining parcel (APN 015-300-004). Both parcels are designated Single-Family Residential and within the Highlands Specific Plan.

A notice to surrounding property owners was sent out inviting them to join the proposed TROD. One request was made by Shear Development Co. (APN 015-300-004), a vacant parcel across the street, to join the proposed TROD. This parcel is included as part of this TROD. Additionally, adjoining neighbors have had questions regarding the rules and regulations of the TROD chapters of the General Plan. However, no formal comment letters have been received to date. As noted above, comments received after the Planning Commission packet has been distributed will be provided, and included, as part of the record at the hearing.

Project Location





LAND DEVELOPMENT TECHNICAL ADVISORY COMMITTEE

The LDTAC met July 14, 2014, to review and provide input on the project proposal. The LDTAC accepted the proposed Transient Rental Overlay District application and recommended moving forward with processing the permit.

GENERAL PLAN CONSISTENCY

The proposed general plan amendment complies with existing General Plan, Countywide Policies:

Objective H Maintain and enhance the local economy.

Policy 5: Promote diversification and continued growth of the county's economic base.

Action 5.1: Encourage and promote the preservation and expansion of the county's tourist and recreation based economy.

CEQA COMPLIANCE

An addendum to the county General Plan EIR has been prepared for the proposed project. The impacts of the proposed project will not result in a substantive change to the number of significant effects, severity of effects, or the feasibility and/or effectiveness of applicable mitigation measures or alternatives previously addressed in the General Plan EIR.

ATTACHMENTS

- EIR Addendum 14-02
- Resolution R14-07
- Resolution R14-08
- Chapter 26, Transient Rental Standards and Enforcement

Mono County General Plan Land Use Amendment 14-002(a) & (b)
GENERAL PLAN EIR ADDENDUM #14-02
State Clearinghouse #98122016
☞ October 9, 2014 ☜

INTRODUCTION AND DISCUSSION OF PROPOSED MODIFICATIONS

1. Transient Overlay Districts

Mono County has received applications to amend the General Plan Land Use Designation Maps to establish a Transient Rental Overlay District (TROD) to allow for nightly rentals. GPA 14-002 (a) would establish a TROD on one parcel (APN 016-102-052) along Washington Street at June Lake and GPA 14-002 (b) would establish a TROD on two parcels (APN 015-010-080 and 015-300-004) along Leonard Drive at June Lake.

A Vacation Home Rental Permit will be required in accordance with Chapter 26 of the Mono County General Plan before commencing rentals of any dwellings. Vacation Home Rental Permits will address and regulate traffic and parking, guide tenant occupancy, establish minimum health and safety requirements, and require 24-hour property management, among other things.

ENVIRONMENTAL REVIEW & CEQA PROVISIONS FOR PREPARATION OF AN ADDENDUM TO A FINAL EIR

In 2001, Mono County certified an Environmental Impact Report (EIR) in conjunction with the adoption/amendment of its General Plan (SCH # 98122016) (the “General Plan EIR”). The General Plan EIR analyzed the impacts of designating areas of the county as SFR, ER, RR, or RMH, and assumed full buildout and use of those properties for all allowed uses. It also addressed and analyzed the impacts associated with the development of accessory dwelling units. As discussed below, an addendum to the General Plan EIR is the appropriate level of environmental review for the proposed amendments, because none of the conditions set forth in CEQA Guidelines section 15162 exist.

The California Environmental Quality Act (CEQA §15164[a]) states:

“(a) The lead agency or a responsible agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred.”

In turn, §15162 states that preparation of a subsequent EIR is required where one or more of the following occurs:

“(a) When an EIR has been certified or a negative declaration adopted for a project, no subsequent EIR shall be prepared for that project unless the lead agency determines, on the basis of substantial evidence in the light of the whole record, one or more of the following:

(1) Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;

(2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or negative declaration due

to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or

(3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete shows any of the following:

(A) the project will have one or more significant effects not discussed in the previous EIR or negative declaration;

(B) significant effects previously examined will be substantially more severe than shown in the previous EIR;

(C) mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or

(D) mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.”

DISCUSSION OF IMPACTS

Establishing Transit Rental Overlay Districts that would allow nightly rentals proposed in the aforementioned residential areas (the “Project”) does not require major revisions to the General Plan EIR because it does not involve new significant environmental effects or a substantial increase in the severity of previously identified significant effects; there are not substantial changes with respect to the circumstances under which the project is undertaken; and there is not new information of substantial importance, which was not known and could not have been known with the exercise of due diligence at the time the previous EIR was certified as complete which shows any of the following listed above under headings (3) (A) through (3) (D), for the following reasons:

1. The proposed Transient Rental Overlay Districts will not have a significant effect on the environment or increase the severity of previously identified significant effects. There are two overlay districts in June Lake; one consists of two adjoining lots and the other is a single parcel. The creation of a Transient Rental Overlay District enables short-term rentals but does not expand the types of structures allowed or the manner in which the vacant parcels can be developed in the future. Future development will be limited to the residential densities established in the underlying land use designation. Additionally, General Plan Land Use Element Chapter 26 further governs how transient rentals are to be conducted, which places much-more-stringent regulations on rentals than that of a home occupied by a full-time resident.
2. Additionally, even following designation and permitting for transient rental use, there is no change to the underlying property use. Single-family homes that are now used seasonally or periodically by the owner, or are rented on a long-term basis, will still be used as single-family homes and in a manner that is not substantially different from how they would be used if they were occupied by full-time residents or long-term renters. The General Plan EIR analyzed land use designations at buildout assuming full-time occupancy. Since there is virtually no difference in the use of a home being occupied by a full-time resident and its use by household that rents the home on a short-term basis, the environmental impacts to the neighborhood and surrounding areas are no different. Transient rentals, due to the intermittent and temporary nature of their use, will not create any additional impacts on traffic or air and water quality. Furthermore, since the occupancy and parking will be much more narrowly regulated by a required property manager,

the impacts on noise and street congestion will also be reduced. Accordingly, the impacts of the proposed project would not be increased beyond those analyzed in the General Plan EIR.

3. The establishment of Transient Rental Overlay Districts creates the possibility of a reduction in environmental impacts that exist at present, since transient uses would be subject to more-stringent restrictions than are applicable to full-time owner-occupied residences or residences subject to long-term lease. Specifically, these include restrictions on occupancy, parking and the requirement for oversight through local property management. Currently, there are no restrictions on how many occupants can use a single-family home, but the occupancy in homes used as transient rentals will be restricted by the number of bedrooms and/or any septic system limitations. Parking requirements will be site specific and not only will have to meet the General Plan residential parking standards, but will be limited to on-site parking only. These measures in conjunction with local property management being available 24 hours to regulate noncompliant activities of tenants will minimize visual and noise impacts far beyond residences having full-time occupancy.
4. The change to the regulations affecting the size and permitting requirements of accessory dwelling units will not cause an environmental impact. The change reduces the potential intensity of allowed development and environmental impacts on parcels less than one acre in size.

CONCLUSION

CEQA Sections 15164(c) through 15164(e) states, “*An Addendum need not be circulated for public review but can be included in or attached to the final EIR or adopted negative declaration. The decision-making body shall consider the addendum with the final EIR or adopted negative declaration prior to making a decision on the project. A brief explanation of the decision not to prepare a subsequent EIR pursuant to §15162 shall be included in an addendum to an EIR, the lead agency’s findings on the project, or elsewhere in the record. The explanation must be supported by substantial evidence.*”

The information presented above indicates that the proposed General Plan Amendment does not represent a substantive change to the number of significant effects, severity of effects, or the feasibility and/or effectiveness of applicable mitigation measures or alternatives previously addressed in the General Plan EIR. Therefore, a subsequent EIR is not required because none of the conditions set forth in CEQA Guidelines section 15162 exist for this project.



RESOLUTION R14-07

**A RESOLUTION OF THE MONO COUNTY PLANNING COMMISSION
RECOMMENDING APPROVAL OF GENERAL PLAN AMENDMENT 14-002(a),
PLACING A TRANSIENT RENTAL OVERLAY DISTRICT ON ONE PARCEL
AT JUNE LAKE (ASSESSOR'S PARCEL NUMBER 016-102-052)**

WHEREAS, In accordance with General Plan Requirements, the property owners have submitted a Transient Rental Overlay District application for a transient rental, which includes a General Plan Map Amendment (GPA); and

WHEREAS, the proposed General Plan Amendment 14-002(a), in conjunction with a Vacation Home Rental Permit, will allow the owners of Assessor's Parcel Number (APN) 016-102-052 to rent out Single-Family Residential (SFR) homes on a transient or nightly basis; and

WHEREAS, pursuant to the California Environmental Quality Act (CEQA) an addendum to the Mono County General Plan EIR pursuant to CEQA section 15164 has been prepared; and

WHEREAS, the Planning Commission did on October 9, 2014, hold a noticed and advertised public hearing to hear all testimony relevant to the General Plan Amendment.

NOW, THEREFORE, BE IT RESOLVED THAT, in consideration of evidence and testimony presented at the public hearing and in accordance with Chapter 48 of the Land Use Element of the General Plan, the Planning Commission finds as follows with respect to the proposed GPA:

1. *The proposed change in the land use designation is consistent with the text and maps of this General Plan.*

The project promotes the following General Plan's countywide policies: Objective D states the County should provide for commercial development to serve both visitors and residents; Policy 4 allows for the integration of small-scale commercial uses with associated residential uses; Objective H maintains and enhances the local economy; and Action 5.1 encourages and promotes the preservation and expansion of the county's tourist and recreation-based economy. The project provides for additional visitor lodging and encourages tourist-based economy and is consistent with the text and maps of the General Plan.

2. *The proposed change in land use designation is consistent with the goals and policies contained within any applicable area plan.*

The project is located within the June Lake Planning Area. The June Lake Area Plan encourages providing a wide range of commercial and residential uses. The project provides for additional visitor lodging for the tourist-based economy by providing a variety of lodging options within the June Lake Loop.

3. *The site of the proposed change in land use designation is suitable for any of the land uses permitted within that proposed land use designation.*

The project is not changing the underlying land use designation of Single-Family Residential (SFR), but is adding a Transient Rental Overlay District that will allow the addition of nightly rentals only in single-family dwellings. Chapter 25 in the Mono County General Plan allows

1 Transient Rental Overlay Districts to be applied to the SFR, RR, ER, MFR-L, and RMH land
2 use designations. Chapter 26 in the Mono County General Plan requires that any homes being
3 rented within the overlay district obtain a Vacation Home Rental Permit that will regulate
4 parking, guide tenant occupancy, establish minimum health and safety requirements, and require
5 24-hour property management, among other things.

4 4. *The proposed change in land use designation is reasonable and beneficial at this time.*

5 The proposed change to add a Transient Rental Overlay District is reasonable because the
6 economy is visitor-oriented and this proposal helps to expand the variety of lodging options
7 within June Lake.

8 5. *The proposed change in land use designation will not have a substantial adverse effect on
9 surrounding properties.*

10 The application of a Transient Rental Overlay District on Assessor's Parcel Number 016-102-
11 052 will not create undue hardship on adjacent properties. Single-family homes that are used
12 seasonally or periodically by the owner, or are rented on a long-term basis, will still be used as
13 single-family homes and in a manner that is not substantially different from how they would be
14 used if they were occupied by full-time residents or long-term renters. The General Plan EIR
15 analyzed land use designations at buildout assuming full-time occupancy. Transient rentals will
16 have similar visual characteristics as a home having seasonal or full-time occupancy.
17 Furthermore, homes used as rentals within the district are subject to more-stringent restrictions
18 than applicable to full time owner-occupied residences or residences subject to long-term lease.
19 Specifically, these include restrictions on occupancy based on the number of bedrooms, parking
20 and the requirement for oversight through local property management. These measures in
21 conjunction with local property management being available 24 hours to regulate non-compliant
22 activities of tenants will minimize visual and noise impacts far beyond residences having full-
23 time occupancy. Moreover, Chapter 26 in the General Plan provides enhanced enforcement
24 mechanisms to prevent non-permitted or unauthorized transient rentals within residential zones.

18 **NOW, THEREFORE, BE IT FURTHER RESOLVED THAT**, having considered the
19 environmental addendum and taken into consideration all evidence and testimony before it, the Mono County
20 Planning Commission, in conformance with the Mono County General Plan, Chapter 48, Section 48.020,
21 hereby finds that the proposed changes are consistent with the General Plan and recommends that the Board
22 of Supervisors approve General Plan Amendment 14-002(a) adding a Transient Rental Overlay District to
23 Assessor's Parcel Number 016-102-052.

22 **PASSED AND ADOPTED** this 9th day of October 2014, by the following vote of the Planning
23 Commission, County of Mono:

24 AYES :

25 NOES :

26 ABSENT :

27 ABSTAIN :

28 _____
29 Mary Pipersky, Chair
30 Mono County Planning Commission

Resolution R14-07
Mono County Planning Commission
October 9, 2014

1 ATTEST:

APPROVED AS TO FORM:

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3 _____
4 C.D. Ritter, Commission Secretary

Stacey Simon, Assistant County Counsel

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RESOLUTION R14-08

**A RESOLUTION OF THE MONO COUNTY PLANNING COMMISSION
RECOMMENDING APPROVAL OF GENERAL PLAN AMENDMENT 14-002(b),
PLACING A TRANSIENT RENTAL OVERLAY DISTRICT ON TWO ADJOINING PARCELS
AT JUNE LAKE (ASSESSOR'S PARCEL NUMBERS 015-010-080 & 015-300-004)**

WHEREAS, In accordance with General Plan Requirements, the property owners have submitted a Transient Rental Overlay District application for a transient rental, which includes a General Plan Map Amendment (GPA); and

WHEREAS, the proposed General Plan Amendment 14-002(b), in conjunction with a Vacation Home Rental Permit, will allow the owners of Assessor's Parcel Numbers (APN) 015-010-080 and 015-300-004 to rent out Single-Family Residential (SFR) homes on a transient or nightly basis; and

WHEREAS, pursuant to the California Environmental Quality Act (CEQA) an Addendum to the Mono County General Plan EIR pursuant to CEQA section 15164 has been prepared; and

WHEREAS, the Planning Commission did on October 9, 2014, hold a noticed and advertised public hearing to hear all testimony relevant to the General Plan Amendment.

NOW, THEREFORE, BE IT RESOLVED THAT, in consideration of evidence and testimony presented at the public hearing and in accordance with Chapter 48 of the Land Use Element of the General Plan, the Planning Commission finds as follows with respect to the proposed GPA:

- 1. The proposed change in the land use designation is consistent with the text and maps of this General Plan.*

The project promotes the following General Plan's countywide policies: Objective D states the County should provide for commercial development to serve both visitors and residents; Policy 4 allows for the integration of small-scale commercial uses with associated residential uses; Objective H maintains and enhances the local economy; and Action 5.1 encourages and promotes the preservation and expansion of the county's tourist and recreation-based economy. The project provides for additional visitor lodging and encourages tourist-based economy and is consistent with the text and maps of the General Plan.

- 2. The proposed change in land use designation is consistent with the goals and policies contained within any applicable area plan.*

The project is located within the June Lake Planning Area and is in close proximity to other established lodging facilities. The June Lake Area Plan encourages providing a wide range of commercial and residential uses. The project provides for additional visitor lodging for the tourist-based economy by providing a variety of lodging options within the June Lake Loop.

- 3. The site of the proposed change in land use designation is suitable for any of the land uses permitted within that proposed land use designation.*

The project is not changing the underlying land use designation of Single-Family Residential (SFR), but is adding a Transient Rental Overlay District that will allow the addition of nightly rentals only in single-family dwellings. Chapter 25 in the Mono County General Plan allows

1 Transient Rental Overlay Districts to be applied to the SFR, RR, ER, MFR-L, and RMH land
2 use designations. Chapter 26 in the Mono County General Plan requires that any homes being
3 rented within the overlay district obtain a Vacation Home Rental Permit that will regulate
4 parking, guide tenant occupancy, establish minimum health and safety requirements, and require
5 24-hour property management, among other things.

4 4. *The proposed change in land use designation is reasonable and beneficial at this time.*

5 The proposed change to add a Transient Rental Overlay District is reasonable because of the
6 close proximity to other lodging establishments and is beneficial to the community's visitor-
7 oriented economy by expanding the variety of lodging options within June Lake.

8 5. *The proposed change in land use designation will not have a substantial adverse effect on
9 surrounding properties.*

10 The application of Transient Rental Overlay District on Assessor's Parcel Numbers 015-010-080
11 and 015-300-004 will not create undue hardship on adjacent properties. Single-family homes
12 that are used seasonally or periodically by the owner, or are rented on a long-term basis, will still
13 be used as single-family homes and in a manner that is not substantially different from how they
14 would be used if they were occupied by full-time residents or long-term renters. The General
15 Plan EIR analyzed land use designations at buildout assuming full-time occupancy. Transient
16 rentals will have similar visual characteristics as a home having seasonal or full-time occupancy.
17 Furthermore, homes used as rentals within the district are subject to more-stringent restrictions
18 than applicable to full time owner-occupied residences or residences subject to long-term lease.
19 Specifically, these include restrictions on occupancy based on the number of bedrooms, parking
20 and the requirement for oversight through local property management. These measures in
21 conjunction with local property management being available 24 hours to regulate non-compliant
22 activities of tenants will minimize visual and noise impacts far beyond residences having full-
23 time occupancy. Moreover, Chapter 26 in the General Plan provides enhanced enforcement
24 mechanisms to prevent non-permitted or unauthorized transient rentals within residential zones.

18 **NOW, THEREFORE, BE IT FURTHER RESOLVED THAT**, having considered the
19 environmental addendum and taken into consideration all evidence and testimony before it, the Mono County
20 Planning Commission, in conformance with the Mono County General Plan, Chapter 48, Section 48.020,
21 hereby finds that the proposed changes are consistent with the General Plan and recommends that the Board
22 of Supervisors approve General Plan Amendment 14-002(b) adding a Transient Rental Overlay District to
23 Assessor's Parcel Numbers 015-010-080 and 015-300-004.

22 **PASSED AND ADOPTED** this 9th day of October 2014, by the following vote of the Planning
23 Commission, County of Mono:

24 AYES :
25 NOES :
26 ABSENT :
27 ABSTAIN :

28 _____
29 Mary Pipersky, Chair
30 Mono County Planning Commission

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ATTEST:

APPROVED AS TO FORM:

C.D. Ritter, Commission Secretary

Stacey Simon, Assistant County Counsel

DEVELOPMENT STANDARDS

CHAPTER 26 – TRANSIENT RENTAL STANDARDS & ENFORCEMENT

Sections:

26.010	Purpose and Findings.
26.020	Vacation Home Rental Permit.
26.030	Application and Issuance of a Vacation Rental Permit.
26.040	Standards and Requirements.
26.050	Rental Agreement and Owner Responsibility.
26.060	Compliance with Transient Occupancy Tax Requirements.
26.070	Enforcement.
26.080	Existing and Otherwise Permitted Rentals.
26.090	Unauthorized Rentals Prohibited.

26.010 Purpose and Findings.

- A. The purpose of this chapter is to implement procedures, restrictions, and regulations, and to provide for the payment of transient occupancy tax and applicable fees for the transient rental of properties within Transient Rental Overlay Districts designated pursuant to Chapter 25 of the Mono County General Plan and to provide enhanced enforcement tools to address unauthorized transient rentals countywide.
- B. The Board of Supervisors finds that allowing transient rentals within areas of the county designated for residential use will provide a community benefit by expanding the number and types of lodging available to visitors to Mono County, increasing the use of property within the county, and providing revenue to property owners so that the units may be maintained and upgraded.
- C. The Board of Supervisors also finds that the operation of transient rentals within residential communities should be regulated in order to minimize fire hazard, noise, traffic, and parking conflicts and disturbance to the peace and quiet. The Board further finds that current enforcement tools have been ineffective to address the illegal operation of transient rentals countywide, primarily because the penalty amount is easily offset by the revenue such uses generate.

26.020 Vacation Home Rental Permit.

Any person who rents a residential structure that is not a condominium (hereinafter “rental unit” or “property”) within an area of the county designated as a transient overlay district on a transient basis shall comply with the provisions of this chapter, the Mono County General Plan, and any applicable area plans or specific plans. Transient rental of a private residence within a transient overlay district without a valid vacation home rental permit is a violation of this chapter.

26.030 Application and Issuance of a Vacation Home Rental Permit.

- A. Applicant. An applicant for a vacation home rental permit shall be either the owner of title to the subject property or his or her expressly authorized representative. The authorization shall be in writing and notarized.
- B. Application. An application for a vacation home rental permit shall be on a form that may be obtained from the Department of Finance or the Community Development

Department. The following requirements and approvals must be met and substantiated before a vacation home rental permit will be issued:

1. The rental unit must be located within an area of the county designated as a transient overlay district.
2. The rental unit must comply with the standards and requirements as set forth in section 26.040, and any other requirement provided by this chapter. An inspection to verify compliance with such requirements shall be the responsibility of the owner or designated property manager. The owner or property manager shall certify in writing, under penalty of perjury, the rental unit's conformance with such standards. Such certification shall be submitted to the Mono County Community Development Department prior to permit issuance.
3. The applicant must designate the management company or property manager for the rental unit who will be available on a 24-hour basis to address any problems that may be associated with the property or the transient users of the property. The management company or property manager must be duly licensed, and shall be in good standing with the County. Alternatively, the property owner may serve as the property manager.
4. The property must be certified by the Community Development Department as complying with parking requirements and any applicable land use regulations set forth in the Mono County General Plan.
5. A Mono County business license must be obtained and must remain active during all times that the property is used as a transient rental.
6. Any required fees must be paid in full.
7. A Mono County Transient Occupancy Certificate must be obtained from the Department of Finance and will be issued at the time the vacation home rental permit is issued and all conditions of approval have been met.

26.040 Standards and Requirements.

The following standards and requirements must be met in order to obtain a vacation home rental permit and to maintain that permit in good standing:

- A. Health and Safety Standards. The purpose of these standards is to establish minimum requirements to safeguard the public safety, health, and general welfare from fire and other hazards, and to provide safety to firefighters and emergency responders during emergency operations. These standards include without limitation:
 1. The address of the rental unit must be clearly visible.
 2. Carbon monoxide and smoke detectors must be installed and maintained in good operating condition in each bedroom, sleeping area, or any room or space that could reasonably be used as a sleeping area, and at a point centrally located in the corridor or area giving access to each separate sleeping room.
 3. All stairs, decks, guards, and handrails shall be stable and structurally sound.
 4. The rental unit shall be equipped with a minimum of one (1) 2A:10B:C type fire extinguisher with no more than seventy five (75) feet of travel distance to all portions of the structure; there shall be no fewer than one such extinguisher per

floor. Fire extinguishers shall be mounted in visible locations with the tops of the fire extinguishers mounted between three (3) and five (5) feet above the floor and shall be accessible to occupants at all times. California State Fire Marshal annual certification tags must be provided and be current on all extinguishers.

5. If there is a fireplace or solid-fuel barbecue, the rental unit shall be equipped with a minimum five-gallon metal container with a tight-fitting lid for ash removal. This container shall be clearly labeled and constructed to meet the purpose of containing ash. Instructions on the proper disposal of ash shall be stated in the rental agreement and clearly posted in the rental unit. The ash container shall not be placed on or near any furniture or other combustible material; ashes must be wet down thoroughly with water; the ash can must be stored outdoors with a minimum of three (3) feet clearance from building, porch, trees, and other combustible materials; the lid must remain on the ash container when in use.
6. Wall or baseboard heaters in the rental unit shall be in good working condition, and instructions on the proper use of these units shall be clearly stated in the rental agreement and posted in the rental unit.
7. Furniture and any other material that may be flammable shall be kept a minimum of 54 inches from any fireplace opening and 30 inches from any wall or floor heaters.
8. Flammable or hazardous liquid or materials, firearms, controlled substances, or any unlawful material shall not be stored in the rental unit.
9. The roof and grounds of the transient rental property shall be kept clear of accumulations of pine needles, weeds, and other combustible materials.
10. Any locking mechanism on exterior doors must be operable from inside the unit without the use of a key or any special knowledge. If the dwelling unit is greater than three thousand (3,000) square feet in area, two exit doors shall be required, each of which shall conform to this requirement.
11. All fixtures, appliances, furnaces, water heaters, space heaters, plumbing, wiring, electrical, propane or gas connections, doors, windows, lighting, and all parts of the structure and furnishings (interior and exterior) must be in operable working condition and repair.
12. If telephone service is available, there shall be a telephone connected to the local carrier and in working condition for use in the event of an emergency or to contact the owner or property manager. The phone shall be connected to the reverse 911 directory. If there is no telephone service available, then the rental agreement must so state.
13. Bedroom windows shall be operable and free of obstructions to allow for emergency escape and rescue.
14. There shall be at least one screened window per bedroom to allow for proper ventilation.
15. All utilities (electric, gas, water, sewage, etc.) shall be connected, in good operating condition, and connected to approved sources.
16. Any hot tubs, pools, and spas shall be fenced or equipped with a cover with locking mechanisms, and shall be maintained in a safe and sanitary condition.

17. There shall be no evidence of pest infestations, and all firewood and other stored items shall be kept in a neat and clean condition.
18. Exits shall be kept free from storage items, debris or any impediments at all times.
19. No tree limbs are allowed within ten (10) feet of any chimney or flue openings.
20. Spark arresters of a minimum opening size of three-eighths (3/8) inch and a maximum opening size of one-half (1/2) inch shall be required on all fireplace flue openings.
21. If any applicable law, rule, or regulation enacted after the enactment of this Chapter imposes requirements more stringent than those set forth herein, such requirements shall apply.

B. Sign and Notification Requirements.

1. Exterior Sign and Notice. Each rental unit shall be equipped with one temporary exterior identification sign not to exceed 8 ½ by 11 inches in size that shall be posted as long as the unit is being rented on a transient basis. This identification sign shall be placed in a location that is clearly visible from the front entrance of the unit, and may be illuminated in a manner that does not conflict with any County exterior lighting standards or signage standards. This sign shall clearly state the following information in lettering of sufficient size to be easily read:
 - a. The name of the managing agency, agent, property manager or owner of the unit and the telephone number where said person or persons can be reached on a 24-hour basis.
 - b. The maximum number of occupants permitted to stay in the unit.
 - c. The maximum number of vehicles allowed to be parked on the property. A diagram fixing the designated parking location shall be included.
2. Interior Notice. Each rental unit shall have a clearly visible and legible notice posted within the unit adjacent to the front door that shall contain the same information set forth above, and shall additionally include the following:
 - a. Notification and instructions about the proper disposal of trash and refuse, including any bear-safe disposal requirements.
 - b. Notification and instructions concerning the proper use of any appliances, fireplaces, heaters, spas, or any other fixture or feature within the unit.
 - c. Notification that failure to conform to the parking, trash disposal and occupancy requirements for the rental unit shall be a violation of this Chapter and may result in immediate removal from the premises and administrative, civil or criminal penalty.
 - d. Notification that any violation of rules or regulations set forth in the Rental Agreement may be a violation of this Chapter and may result in immediate removal from the premises and administrative, civil or criminal penalty.

- e. Physical street address of the unit and emergency contact information consisting of 911, the property manager's phone number, and contact information of the local fire department and the Mono County Sheriff's Department.
- C. Occupancy. The maximum number of persons who may occupy the property as transient renters or their overnight guests shall be limited to two persons (2) per bedroom plus two (2) additional persons. In no event may the maximum occupancy exceed ten (10) persons in any rental unit unless the unit is certified and approved by the Mono County Building Official as meeting all applicable building standards for such occupancy. Additionally, occupancy may be further restricted by the limitation of the septic system serving the dwelling as determined by Mono County Environmental Health.
- D. Parking. Parking requirements shall be based on the parking requirements set forth in the Mono County General Plan. Parking requirements for the rental unit shall be noticed in the rental agreement and posted on and in the unit. There shall be no parking allowed off-site or on-street, and parking on property owned by other persons shall be considered a trespass. A violation of this section may subject any person to administrative, civil and criminal penalty, including fines and towing of any vehicle, as authorized by state and local law.
- E. Trash and Solid Waste Removal. A sufficient number of trash receptacles shall be available. Trash and other solid waste shall not be allowed to accumulate in or around the property and shall be removed promptly to a designated landfill, transfer station or other designated site. For purposes of this paragraph, promptly shall mean at least one time per week during any week that the unit is occupied, regardless of the number of days it is occupied. Any trash receptacles located outside a unit shall be in bear-proof containers and comply with County standards. Trash removal requirements for each rental unit shall be included in the rental agreement and posted on and in the property. Property management shall be responsible for the cleanup if the tenants do not properly dispose of trash in bear-proof containers.
- F. Snow Removal. Snow removal from driveways, walkways, stairs, decks, and all exits and entrances shall be performed prior to each occupancy period, and during any occupancy period as needed to maintain the functionality of these areas. Snow removal from driveways, pathways, exits and entrances, and removal of snow, ice, and ice dams from roofs, decks, and stairs shall be performed in a timely manner as necessary to protect any person who may be using or visiting the rental unit.

26.050 Rental Agreement and Owner Responsibility.

- A. Rental Agreement. The temporary rental or use of each rental unit shall be made pursuant to a rental agreement. The rental agreement shall include, as attachments, a copy of this Chapter and the vacation home rental permit for the unit. Each rental agreement shall contain all required notices and shall specify the number of persons who may occupy the unit, parking requirements and number of allowed vehicles, trash disposal requirements, and include the telephone number of the person or persons to be notified in the event of any problem that arises with the rental. The agreement shall include the phone number, address, and contact information for the person responsible for renting the unit, and any other information required by the county. The rental agreement shall notify the renters that they may be financially responsible and personally liable for any damage or loss that occurs as a result of their use of the unit, including the use by any guest or

invitee. The property manager or owner shall keep a list of the names and contact information of the adult guests staying in the unit.

B. Owner Responsibility.

1. The owner, managing agency, and property manager shall be responsible for compliance with all applicable codes regarding fire, building and safety, health and safety, other relevant laws, and the provisions of this chapter.
2. An owner, managing agency, and/or property manager shall be personally available by telephone on a 24-hour basis to respond to calls regarding the conditions and/or operation of the unit. Failure to timely respond in an appropriate manner may result in revocation of the vacation home rental permit and business license.
3. The owner shall require, as a term of a written agreement with a management company or agent, that said agent comply with this chapter. The owner shall identify the management company or agent, including all contact and license information in the application for a vacation home rental permit, and shall keep this information current. Such agreement shall not relieve owner of its obligation to comply with this chapter.
4. The owner shall maintain property liability and fire insurance coverage in an appropriate amount and shall provide proof of such insurance to county upon reasonable request. Additionally, the owner shall defend, indemnify, and hold the county harmless from any and all claims, judgments, liabilities, or other costs associated with the property or the rental unit, or the rental thereof.
5. The owner, managing agency, property manager and guest shall comply with all lawful direction from any law enforcement officer, fire official, building official, or code compliance officer.
6. The owner shall be responsible for assuring that the occupants and/or guests of the rental property do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate any law. If an owner, property manager, or other agent of the owner is informed about any violation of this chapter, the owner, property manager, or owner's agent shall promptly take action and use best efforts to stop or prevent a recurrence of such conduct, including, when appropriate, calling law enforcement.

26.060 Compliance with Transient Occupancy Tax Requirements.

Each owner shall be responsible for obtaining a transient occupancy registration certificate and for complying with Chapter 3.28 of the Mono County Code. An owner may contract with a management company or property manager to collect, disburse, report, and maintain all records related to transient occupancy tax, but the owner remains responsible for any failure to collect, disburse, or accurately report such tax.

26.070 Enforcement.

- A. A violation of any provision of this chapter, and/or the renting of any property in a land use designation that does not allow for such transient rental, or without proper land use approvals, is subject to the General Penalty provisions and/or the Administrative Citation provisions set forth in Section 1.04.060 and Chapter 1.12 of the Mono County Code, respectively, and any other civil or administrative remedy allowed by law. Notwithstanding Section 1.12.030, the administrative fine for the

operation of any transient rental facility within a transient overlay district without a valid vacation home rental permit, or the operation of any transient rental facility in violation of applicable land use requirements in any other land use designation of the county shall be one thousand dollars (\$1,000) for the first violation and two thousand dollars (\$2,000) for a second or subsequent violation within three years. In addition to these penalty provisions, the failure to comply with any provision of this chapter may result in the suspension or revocation of the vacation home rental permit in accordance with subsection D below, or the suspension or revocation of the business license and/or transient occupancy registration certificate. The failure of a management company or property manager to comply with the provisions of this chapter may additionally result a finding that such management or company or property manager is not in good standing.

- B. An inspection and/or audit of each unit subject to this chapter, and any contract or agreement entered into in furtherance of, or to implement, this chapter, may be made at any reasonable time, and upon reasonable notice to confirm compliance with this chapter.
- C. Transient rentals may not be conducted if there are any code violations, stop-work orders, or other violation of law or regulation outstanding on the property.
- D. The following procedures shall be followed in conjunction with any proposed revocation or suspension of a vacation home rental permit.
 - 1. The County shall provide the property owner with a notice of proposed revocation or suspension stating the nature of the violation, whether revocation or suspension is proposed, and the date, time, and place of a hearing before a hearing officer, who shall be a Planning Commissioner appointed for this purpose by the County Administrative officer, will be held. The notice shall be served on the owner at least 10 business days prior to the date of the hearing by personal service or by certified mail, postage prepaid, return receipt requested to the address for such purpose provided on the vacation home rental permit application. Service by mail shall be deemed effective on the date of mailing.
 - 2. At the hearing, the hearing officer shall consider any written or oral evidence consistent with the following:
 - a. The contents of the County's file shall be accepted into evidence (except as to such portions of the file, if any, that contain confidential or privileged information); and
 - b. The notice of revocation or suspension shall be admitted as prima facie evidence of the facts stated therein.
 - 3. The hearing officer shall independently consider the facts of the case and shall draw his or her own independent conclusions.
 - 4. Upon conclusion of the hearing and receipt of information and evidence from all interested parties, the hearing officer shall render his or her decision affirming the revocation or suspension as proposed, modifying the revocation or suspension, or rejecting the revocation or suspension.
 - 5. If directed by the hearing officer, staff shall prepare a written decision reflecting the hearing officer's determination. Following approval of the written decision by the hearing officer, the clerk of the Planning Commission shall serve the written

decision on the property owner by certified mail, postage prepaid, return receipt requested.

6. The decision of the hearing officer shall be the final administrative action of the county, and the property owner shall be advised of his rights to challenge that decision in Superior Court pursuant to section 1094.5 of the Code of Civil Procedure and of the timelines in which such an action must be brought.
- E. Notwithstanding the foregoing, in the event the code compliance officer determines that suspension or suspension pending revocation of a vacation home rental permit is necessary for the immediate protection of the public health, safety, or welfare, such suspension may be made without prior hearing or determination by the hearing officer, upon the giving of such advance notice to the property owner as the code compliance officer deems reasonable given the nature of the violation and risks presented. The code compliance officer shall inform the property owner in writing of the duration of the suspension, the reasons therefor, the procedure and timelines for filing an appeal, in accordance with the following:
1. The property owner may appeal the suspension by filing an appeal with the clerk of the Planning Commission within 10 calendar days of the date the suspension or revocation takes effect. Such appeal shall also function as a hearing on revocation of the permit, if the suspension is made pending revocation. In the event the property owner does not appeal a suspension pending revocation within the time provided, then the suspension shall automatically become a revocation if notice of such was included in the notice of the suspension.
 2. The hearing shall be in accordance with the procedures set forth in section D above.
 3. The suspension shall remain in effect for the number of days provided by the code compliance officer, or until the appeal/revocation hearing is finally decided by the hearing officer, whichever occurs later, unless extended by the Board.
- F. When a vacation home rental permit is revoked pursuant to the procedures set forth in this chapter, a new vacation home rental permit may not be issued to the same property owner for a period of five years.

26.080 Existing and Otherwise Permitted Rentals.

Any lawful use of property as a transient rental occurring, or subsequently authorized, in a land use designation which permits such uses (or permits such uses subject to Use Permit or Director Review approval) without the application of a transient overlay district shall be exempt from the provisions of this chapter.

26.090 Unauthorized Rentals Prohibited.

The transient rental of any property, unit, or structure which is not within a designated transient overlay district or within a land use designation that permits such use and for which all necessary approvals have been granted, is prohibited. Any violation of this section shall be subject to the provisions of section 26.070, including the fines set forth therein.

Mono County Community Development Department

PO Box 347
Mammoth Lakes, CA 93546
760-924-1800, fax 924-1801
commdev@mono.ca.gov

Planning Division

PO Box 8
Bridgeport, CA 93517
760-932-5420, fax 932-5431
www.monocounty.ca.gov

October 9, 2014

To: Mono County Planning Commission

**From: Wendy Sugimura, Associate Analyst
Tom Perry, Building Official
Scott Burns, Director**

Re: Workshop on Mono County Energy Policies, Initiatives, and Programs

ACTION REQUESTED

Provide any desired feedback.

BACKGROUND

A variety of energy-related efforts have been initiated or completed recently by the County, from proposed General Plan policy updates to specific programs available to homeowners. This staff report provides an overview of these efforts by explaining the “big picture” policy context, staff-level coordination on implementation, specific programs currently available, and future projects or programs currently under development.

DISCUSSION

1. Policy Context

At the July meeting, the Commission reviewed the Resource Efficiency Plan (REP) which consists of four components: 1) government and community greenhouse gas (GHG) emission inventories, 2) GHG emission forecast and reduction targets, 3) GHG reduction policies, and 4) a monitoring and reporting tool. While necessary for the General Plan Update to meet State law and provide for California Environmental Quality Act (CEQA) streamlining for future projects for GHG emissions, the REP also sets the policy context for energy-related efforts. Policies such as increased education and outreach, zero-net energy use, retrofits that reduce energy consumption, and reducing vehicle fuel consumption apply specifically to the County and County facilities. Policies such as encouraging green building design and retrofits, distributed-scale renewable energy generation, waste reduction, and water conservation apply to the private sector and landowners. These REP policies will be integrated into the General Plan and Environmental Impact Report (EIR), establishing the County’s position on energy and GHG issues.

2. County Implementation

The Energy Task Force was established at the staff level in 2013 to coordinate energy-related issues and implementation across multiple departments. Operating under the policy direction being established by the General Plan, the Energy Task Force consists of the County Administrative Officer, Building, Finance, Information Technology, Planning, and Public Works (Facilities, Fleet, Solid Waste, Project Management). Ongoing projects, new projects, proposals, solutions, data needs, and other issues are all brainstormed, considered, discussed, coordinated and assigned through Energy Task Force meetings.

3. Completed Projects

Part of the basis of the Energy Task Force is to continue building on energy efficiency actions the County has already completed, including the following:

- Benton Crossing landfill solar system installation.
- Installation of a new high efficiency Annex I boiler system.
- Crowley Lake Community Center new boiler and inline hot water system installation.

- Annex I argon-filled dual pane high efficiency window replacement and exit light conversion to light-emitting diode (LED).
- Installation of a Honeywell Excel 5000 control system for heating and cooling at Annex II.
- Annex II argon-filled dual pane high efficiency window replacement.
- Annex II commercial fan and passive ventilator installation.
- Annex II new thermostat, zone control, ducting, and Honeywell Excel 5000 control system installation.
- Benton Community Center 90% efficiency heating, ventilation and air conditioning (HVAC) system installation.
- Walker Wellness Center 90% efficiency HVAC system, new ducting and insulation installation.
- Road shop exhaust pollution removal systems installations.
- Annex II high efficiency boiler system and in-line hot water system installation.
- Old hospital boiler system reconfiguration.
- Solar photovoltaic and solar hot water installations at the Lee Vining Community Center (7.5 kW) and Crowley Lake Community Center (3.5 kW).

4. Active Projects and Programs

Several projects and programs are currently under way, and/or open to the public at this time.

- Streamlined solar permitting: The County had a streamlined building permit process in place for both rooftop and ground-mounted solar well before AB 2188, which now requires a streamlined permitting process for rooftop solar. A separate application packet is available (Attachment #1) that provides templates to assist with project design and submittal requirements. The application is plan checked in house, and permit and plan check fees are waived resulting in an \$18 cost.
- Prescriptive designs: Approved pre-engineered designs or design assistance for rooftop and ground-mounted solar are available through the building department, reducing the engineering cost of a new project and/or providing guidance and assistance for the self-motivated owner/builder.
- Woodstove Replacement Program: In partnership with the Great Basin Unified Air Pollution Control District, up to \$2,000 is available to replace a non-EPA compliant woodstove with a pellet or gas system, and up to \$1,500 is available for new EPA Phase II wood-burning stove or fireplace (see Attachment #2 for details and contact).
- Property Assessed Clean Energy (PACE) Program: The HERO program administers the County's PACE program, which provides residential and non-residential loans for energy efficiency projects. The loan is tied to the property and paid via property taxes, which allows for tax benefits in addition to energy savings. Eligibility can be checked online, the application is relatively simple and NOT dependent on credit scores, and a HERO representative can provide a cost-benefit and rate-of-return analysis. Contact information: heroprogram.com, 855.HERO.411, info@heroprogram.com.
- Outreach and Education: The County has hosted a number of workshops on CalGreen standards, geothermal heat pump technology, solar panels, and PACE.
- Building Code – Energy and CalGreen: The California Building Code (CBC) is continuing to require more “green building” techniques, and the County is mandated to enforce the CBC. Key changes already required include 50% waste diversion, water conservation, energy conservation, HERS testing, and pre-plumbing for solar hot water. Future code cycles will include new requirements, for example net zero energy will be required for new residential construction in 2020, and 2030 for new non-residential.
- Other Programs: Other organizations also provide energy conservation assistance. In particular, the High Sierra Energy Foundation can connect homeowners with the Energy Upgrade California project, and administers the Eastern Sierra Energy Initiative. The Inyo-Mono Advocates for Community Action (IMACA) run an income-qualified program that provides financial assistance for certain energy conservation improvements.

5. Future Projects Under Exploration/Consideration

Several other energy-related concepts are under discussion, and are provided as examples of the ideas the Energy Task Force is discussing. These ideas are in the formative stage only, and may or may not come to fruition as the concepts are further explored.

- Renewable energy programming that could include leasing, self-generation for County facilities or the local community, and other similar models
- Thermal biomass boiler at the Bridgeport Road Shop
- Biomass utilization project in North County related to the Humboldt-Toiyabe National Forest Pinyon-Juniper reduction projects
- Financing options for energy efficiency improvements and retrofits

For any questions about any topics covered in this staff report, please contact Wendy Sugimura at 760.924.1814 or wsugimura@mono.ca.gov and she can direct you to the appropriate staff lead.

ATTACHMENTS

- Expedited Permit Process for Solar Photovoltaic (PV) Systems
- Press Release: Popular Woodstove Replacement Program Back for Limited Time



Expedited Permit Process For Solar Photovoltaic (PV) Systems

For regions within Mono County exclusive of the Town of Mammoth Lakes

PURPOSE

In an effort to promote a consistent methodology for processing permits for all regions within Mono County, this standardized permit submittal has been developed for both ground mounted and roof mounted solar PV systems.

Effective Dates: This document is effective April 1, 2014 through December 31, 2016. Revisions may be necessary based upon amendments and errata issued by the State of California as it pertains to the 2013 California Code of Regulations, Title 24, and/or local amendments.

DESIGN AND REVIEW

1. All PV applications shall be reviewed at the front counter for completeness.
2. Systems using new technology (i.e., micro inverters, thin-film panels, etc.) may be required to submit detailed plans and specifications for plan review.
3. All PV system plans shall specify:
 - a. Conductor wiring methods and wire type, system and solar panel grounding methods as per inverter and solar panel manufacturer's listings, and PV system DC and AC disconnects.
 - b. Signage [on panel(s), disconnects and transmission line conductors]
 - c. Placement of equipment and modules with associated access and pathways for roof mounted systems.
 - d. Equipment type, listing, testing agency approvals, etc.
 - e. Module attachment details and data from manufacturer.
 - f. Inverter location(s), if applicable.
4. Qualifying projects may utilize Mono County prescriptive designs for both roof mounted and ground mounted solar PV projects.

SUBMITTAL REQUIREMENTS

1. **General information:** Name of applicant, address of project, name of licensed contractor, and other similar pertinent information must be filled out completely on a building permit application form.
2. Completed roof mounted solar PV prescriptive design, if applicable, for qualifying projects.
3. Documents and information as detailed in the below plan submittal checklist.

PHOTOVOLTAIC DISCONNECT REQUIREMENTS

1. PV disconnect shall be installed in a readily accessible location and located together when possible. All electrical panel disconnecting means shall be designed to shut off all power (solar and domestic).
2. All roof surface-mounted conduits, pipes, braces, etc. crossing the pathways are to be clearly identified by a red/white reflective tape, or other approved identifying material. Check with the local fire protection district in which the project is located for the disconnect requirements of those systems as well as other applicable fire-safety related criteria.

PROTECTION OF EMERGENCY RESPONDERS

The following conditions shall be verified and apply to all roof and ground-mount solar PV systems:

1. All sharp edges and fastener tips shall be covered or crimped over to eliminate sharp edges. This will minimize risk of injury to emergency responders (or any other individual accessing the rooftop).
2. All roof surface-mounted conduits, pipes, braces, etc. crossing the pathways on roof mounted systems are to be clearly identified by a red/white reflective tape, or other approved identifying material. Check with the local fire protection district in which the project is located for the disconnect requirements of these systems as well as other applicable fire-safety related criteria.

ROOF ACCESS REQUIREMENTS & ARRAY CONFIGURATIONS

All arrays shall be mounted per the listing installation instructions of the system. Pathways shall be established in the design of the solar installation and clearly indicated on the plans. All roof access pathways shall be located at a structurally supported location on the building, such as over a bearing wall, or beam lines. Arrays shall be located in a manner that provides access pathways for the following conditions. Additional information is available on the Mono County prescriptive roof top solar PV design.

1. Residential buildings with hip-roof layouts: Modules shall be located in a manner that provides one 3-ft. wide clear pathway from the eave to the ridge on each roof slope where panels are located.
2. Residential buildings with a single ridge: Modules shall be located in a manner that provides a three-foot (3') wide access pathway between the panels to the ridge on each roof slope where arrays are located.
3. Hips and valleys: Panels/modules shall be located no closer than 18 inches (457 mm) to a hip or a valley if panels/modules are to be placed on both sides of a hip or valley. If the panels are to be located on only one side of a hip or valley that is of equal length, then the panels shall be permitted to be placed directly adjacent to the hip or valley.

Modules shall be located no higher than 3 ft. below the ridge for fire ventilation purposes, unless specifically authorized by the local fire chief of the district where the project is located.

Project shall comply with local fire codes of the respective jurisdictions. The State Fire Marshal amendments to the 2013 California Fire Code are enforced by local jurisdictions for all solar PV systems. It is recommended that you contact the local fire and building departments prior to submitting your application.

Plan Submittal Checklist

All PV system plans shall show and/or specify in the following order:

- a. Basic site plan provided showing location of structure and equipment (form provided)
- b. Array configuration and placement of equipment and modules on roof with dimensional access and pathways (use Mono County prescriptive roof top solar PV design as a guide).
- c. Electrical single-line drawing (forms provided) including:
 - showing size and location of the main electrical panel and sub panels;
 - equipment grounding
 - combiner/junction box location
 - the AC / DC disconnect box
 - conduit size from the array to the power source
 - inverter string sizing or micro inverter branch circuit details
 - conductor wiring methods and insulation rating, system and solar panel grounding methods as per inverter and solar panel manufacturer's listings, and PV system DC and AC disconnects
 - listing information, including mounting wire type, method of grounding, of PV modules and mounting racks
- d. Provide manufacturer technical specifications for all PV equipment and mounting systems including, but not limited to:
 - PV modules
 - All components for rack mounting system
 - Inverters or micro inverters
 - Panel and rack attachment details (if not using Mono County prescriptive roof mounted solar PV design).
- e. Equipment type, listing, testing agency approvals, etc.
- f. Permanent labels and signage with a red background and white lettering resistant to fading pursuant to UL 969 and the 2013 California Electrical Code Article 690 and permanently affixed. See attached guide.

NOTE: Points 1a and 1b may be listed on the same diagram

STANDARD STRING SYSTEM SITE PLAN

Contractor Name, Address and Phone:		Site Plan for Small-Scale, Single-Phase PV Systems		
Drawn By:		Site Name:	Site Address:	System AC Size:
Checked By:		SITE FSCH NO	DWG NO	REV
		SCALE	NTS	Date:
			DATE	

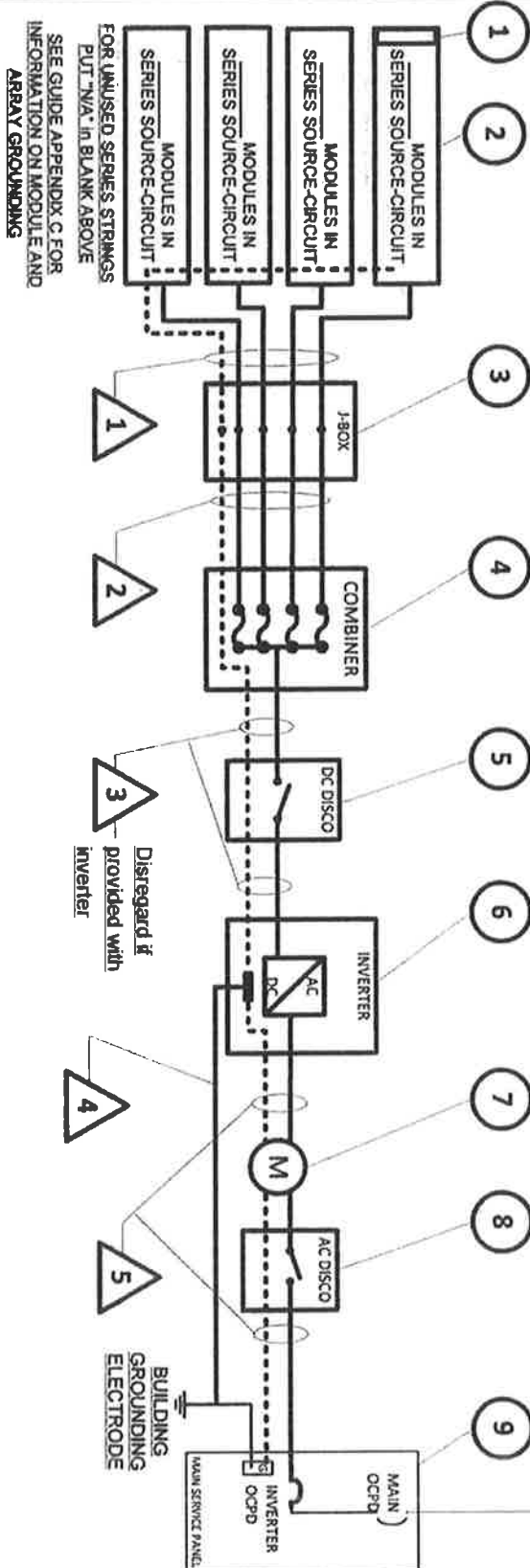
STANDARD STRING SYSTEM SITE PLAN

Contractor Name, Address and Phone		Site Plan for Small-Scale, Single-Phase PV Systems			
Drawn By:	Site Name:	SCALE	NTS	Date:	DATE
	Site Address:	SIZE	FSCM NO		DWG NO
Checked By:	System AC Size:				REV

EXPEDITED PERMIT PROCESS FOR PV SYSTEMS

STANDARD STRING SYSTEM ELECTRICAL DIAGRAM

EQUIPMENT SCHEDULE			
TAG	DESCRIPTION	PART NUMBER	NOTES
1	SOLAR PV MODULE		
2	PV ARRAY		
3	J-BOX (IF USED)		
4	COMBINER (IF USED)		
5	DC DISCONNECT		
6	DC/AC INVERTER		
7	GEN METER (IF USED)		
8	AC DISCONNECT (IF USED)		
9	SERVICE PANEL		



CONDUIT AND CONDUCTOR SCHEDULE					
TAG	DESCRIPTION OR CONDUCTOR TYPE	COND. GAUGE	NUMBER OF CONDUCTORS	CONDUIT TYPE	CONDUIT SIZE
1	USE-2 <input type="checkbox"/> or PV WIRE <input type="checkbox"/>			N/A	N/A
2	BARE COPPER EQ. GRD. COND. (EGC)			N/A	N/A
3	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>				
4	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>				
5	INSULATED EGC				
6	DC GROUNDING ELECTRODE COND.				
7	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>				
8	INSULATED EGC				

Contractor Name, Address and Phone: _____

Site Name: _____

Site Address: _____

System AC Size: _____

Drawn By: _____

Checked By: _____

Scale: _____

NTS: _____

Date: _____

Sheet: _____

One-Line Standard Electrical Diagram for Small-Scale, Single-Phase PV Systems

NOTES FOR STANDARD STRING SYSTEM ELECTRICAL DIAGRAM

PV MODULE RATINGS @ STC (Guide Section 5)

MODULE MAKE	
MODULE MODEL	
MAX POWER-POINT CURRENT (I _{mp})	A
MAX POWER-POINT VOLTAGE (V _{mp})	V
OPEN-CIRCUIT VOLTAGE (V _{oc})	V
SHORT-CIRCUIT CURRENT (I _{sc})	A
MAX SERIES FUSE (OCFID)	A
MAXIMUM POWER (P _{max})	W
MAX VOLTAGE (TYP 600V _{DC})	V
VOC TEMP COEFF (mV/°C <input type="checkbox"/> or %/°C <input type="checkbox"/>)	
IF COEFF SUPPLIED, CIRCLE UNITS	

NOTES FOR ALL DRAWINGS:

OCFID = OVERCURRENT PROTECTION DEVICE
 NATIONAL ELECTRICAL CODE® REFERENCES
 SHOWN AS (NEC XXX.XX)

INVERTER RATINGS (Guide Section 4)

INVERTER MAKE	
INVERTER MODEL	
MAX DC VOLT RATING	V
MAX POWER @ 40°C	W
NOMINAL AC VOLTAGE	V
MAX AC CURRENT	A
MAX OCFID RATING	A

SIGNS—SEE GUIDE SECTION 7

SIGN FOR DC DISCONNECT	
PHOTOVOLTAC POWER SOURCE	
RATED MPP CURRENT	A
RATED MPP VOLTAGE	V
MAX SYSTEM VOLTAGE	V
MAX CIRCUIT CURRENT	A
WARNING: ELECTRICAL SHOCK HAZARD—LINE AND LOAD MAY BE ENERGIZED IN OPEN POSITION	
SIGN FOR INVERTER OCFID AND AC DISCONNECT (IF USED)	
SOLAR PV SYSTEM AC POINT OF CONNECTION	
AC OUTPUT CURRENT	A
NOMINAL AC VOLTAGE	V
THIS PANEL FED BY MULTIPLE SOURCES (UTILITY AND SOLAR)	

NOTES FOR ARRAY CIRCUIT WIRING (Guide Section 6 and 8 and Appendix D):

- 1) LOWEST EXPECT AMBIENT TEMPERATURE BASED ON ASHRAE MINIMUM MEAN EXTREME DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. LOWEST EXPECTED AMBIENT TEMP _____ °C
- 2) HIGHEST CONTINUOUS AMBIENT TEMPERATURE BASED ON ASHRAE HIGHEST MONTH 2% DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. HIGHEST CONTINUOUS TEMPERATURE _____ °C
- 2.) 2005 ASHRAE FUNDAMENTALS 2% DESIGN TEMPERATURES DO NOT EXCEED 47°C IN THE UNITED STATES (PALM SPRINGS, CA IS 44.1°C); FOR LESS THAN 9 CURRENT-CARRYING CONDUCTORS IN ROOF-MOUNTED SUNLIT CONDUIT AT LEAST 0.5" ABOVE ROOF AND USING THE OUTDOOR DESIGN TEMPERATURE OF 47°C OR LESS (ALL OF UNITED STATES).
- a) 12 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR MODULES WITH I_{sc} OF 7.68 AMPS OR LESS WHEN PROTECTED BY A 12-AMP OR SMALLER FUSE
- b) 10 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR MODULES WITH I_{sc} OF 9.6 AMPS OR LESS WHEN PROTECTED BY A 15-AMP OR SMALLER FUSE.

NOTES FOR INVERTER CIRCUITS (Guide Section 8 and 9):

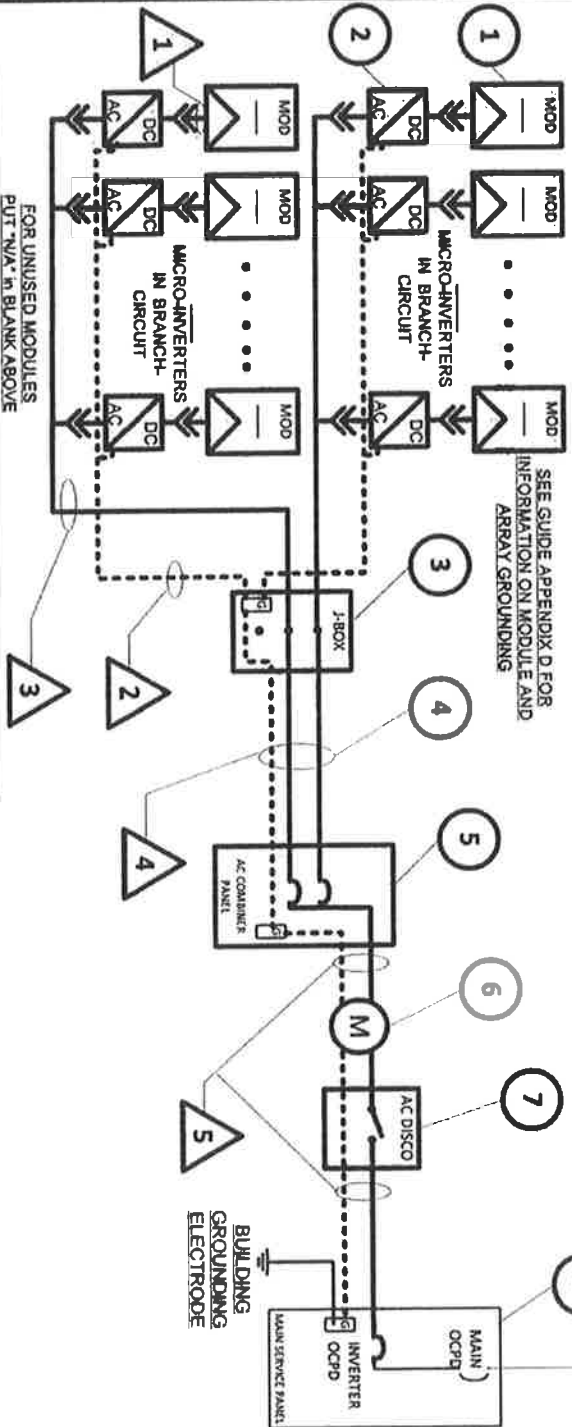
- 1) IF UTILITY REQUIRES A VISIBLE-BREAK SWITCH, DOES THIS SWITCH MEET THE REQUIREMENT? YES NO N/A
- 2) IF GENERATION METER REQUIRED, DOES THIS METER SOCKET MEET THE REQUIREMENT? YES NO N/A
- 3) SIZE PHOTOVOLTAC POWER SOURCE (DC) CONDUCTORS BASED ON MAX CURRENT ON NEC 690.53 SIGN OR OCFID RATING AT DISCONNECT
- 4) SIZE INVERTER OUTPUT CIRCUIT (AC) CONDUCTORS ACCORDING TO INVERTER OCFID AMPERE RATING. (See Guide Section 8)
- 5) TOTAL OF _____ INVERTER OCFID(S). ONE FOR EACH INVERTER. DOES TOTAL SUPPLY BREAKERS COMPLY WITH 120% BUSBAR EXCEPTION IN 690.64(B)(2)(a)? YES NO

Notes for One-Line Standard Electrical Diagram for Single-Phase PV Systems

Contractor Name: Address and Phone: _____ _____		Site Name: _____	
Drawn By: _____		Site Address: _____	
Checked By: _____		System AC Size: _____	
SIZE	SCALE	NTS	DATE
FSC/AND			
			DWG NO
			REV
			SHEET

MICRO-INVERTER ELECTRICAL DIAGRAM

EQUIPMENT SCHEDULE			
○ TAG	DESCRIPTION	PART NUMBER	NOTES
1	PV DC or AC MODULE		
2	DC/AC INVERTER (MICRO)		
3	J-BOX (IF USED)		
4	PV ARRAY		
5	AC COMB. PANEL (IF USED)		
6	GEN METER (IF USED)		
7	AC DISCONNECT (IF USED)		
8	SERVICE PANEL		



△ TAG	DESCRIPTION OR CONDUCTOR TYPE	COND.	NUMBER OF CONDUCTORS	CONDUIT TYPE	CONDUIT SIZE
1	USE-2 <input type="checkbox"/> or PV WIRE <input type="checkbox"/>	MFG	MFG Cable	N/A	N/A
2	GEC <input type="checkbox"/> EGC <input type="checkbox"/> X ALL THAT APPLY	MFG	MFG Cable	N/A	N/A
3	EXTERIOR CABLE LISTED w/ INV.	MFG	MFG Cable	N/A	N/A
4	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>			SAME	SAME
5	NO DC GEC IF 690.35 SYSTEM			SAME	SAME
	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>			SAME	SAME
	GEC <input type="checkbox"/> EGC <input type="checkbox"/> X ALL THAT APPLY			SAME	SAME

Contractor Name:
Address and Phone:

One-Line Standard Electrical Diagram
for Micro-Inverter PV Systems

Site Name:
Site Address:
System AC Size:

Drawn By: _____ Scale: _____

Checked By: _____ NTS _____ Date: _____

REV _____

NOTES FOR MICRO-INVERTER ELECTRICAL DIAGRAM

PV MODULE RATINGS @ STC (Guide Section 5)

MODULE MAKE	
MODULE MODEL	
MAX POWER-POINT CURRENT (I _{mp})	
MAX POWER-POINT VOLTAGE (V _{mp})	
OPEN-CIRCUIT VOLTAGE (V _{oc})	
SHORT-CIRCUIT CURRENT (I _{sc})	
MAX SERIES FUSE (OCPPD)	
MAXIMUM POWER (P _{max})	
MAX VOLTAGE (TYP 600V _{dc})	
VOC TEMP COEFF (mV/°C or %/°C)	
IF COEFF SUPPLIED, CIRCLE UNITS	

NOTES FOR ALL DRAWINGS:
 OCPD = OVERCURRENT PROTECTION DEVICE
 NATIONAL ELECTRICAL CODE® REFERENCES
 SHOWN AS (NEC XXX.XX)

INVERTER RATINGS (Guide Section 4)

INVERTER MAKE	
INVERTER MODEL	
MAX DC VOLT RATING	
MAX POWER @ 40°C	
NOMINAL AC VOLTAGE	
MAX AC CURRENT	
MAX OCPD RATING	

SIGNS-SEE GUIDE SECTION 7

SIGN FOR DC DISCONNECT
 No sign necessary since 690.51
 marking on PV module covers
 needed information

SIGN FOR INVERTER OCPD AND AC
 DISCONNECT (IF USED)
 SOLAR PV SYSTEM
 AC POINT OF CONNECTION
 AC OUTPUT CURRENT
 NOMINAL AC VOLTAGE
 THIS PANEL FED BY MULTIPLE
 SOURCES (UTILITY AND SOLAR)

NOTES FOR ARRAY CIRCUIT WIRING (Guide Section 6 and 8 and Appendix E)

- 1) LOWEST EXPECT AMBIENT TEMPERATURE BASED ON ASHRAE MINIMUM MEAN EXTREME DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. LOWEST EXPECTED AMBIENT TEMP _____ °C
- 2) HIGHEST CONTINUOUS AMBIENT TEMPERATURE BASED ON ASHRAE HIGHEST MONTH 2% DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. HIGHEST CONTINUOUS TEMPERATURE _____ °C
- 3) 2009 ASHRAE FUNDAMENTALS 2% DESIGN TEMPERATURES DO NOT EXCEED 47°C IN THE UNITED STATES (PALM SPRINGS, CA US 4.1°) FOR LESS THAN 9 CURRENT-CARRYING CONDUCTORS IN ROOF-MOUNTED SUNLIT CONDUIT AT LEAST 0.5' ABOVE ROOF AND USING THE OUTDOOR DESIGN TEMPERATURE OF 47°C OR LESS (ALL OF UNITED STATES).
 - a) 12 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR MODULES WITH I_{sc} OF 7.58 AMPS OR LESS WHEN PROTECTED BY A 12-AMP OR SMALLER FUSE.
 - b) 10 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR MODULES WITH I_{sc} OF 9.6 AMPS OR LESS WHEN PROTECTED BY A 15-AMP OR SMALLER FUSE.

NOTES FOR INVERTER CIRCUITS (Guide Section 8 and 9)

- 1) IF UTILITY REQUIRES A VISIBLE-BREAK SWITCH, DOES THIS SWITCH MEET THE REQUIREMENT? YES NO N/A
- 2) IF GENERATION METER REQUIRED, DOES THIS METER SOCKET MEET THE REQUIREMENT? YES NO N/A
- 3) SIZE PHOTOVOLTAIC POWER SOURCE (DC) CONDUCTORS BASED ON MAX CURRENT ON NEC 690.53 SIGN OR OCPD RATING AT DISCONNECT
- 4) SIZE INVERTER OUTPUT CIRCUIT (AC) CONDUCTORS ACCORDING TO INVERTER OCPD AMPERE RATING. (See Guide Section 9)
- 5) TOTAL OF _____ INVERTER OUTPUT CIRCUIT (OCPD)s, ONE FOR EACH MICRO-INVERTER CIRCUIT. DOES TOTAL SUPPLY BREAKERS COMPLY WITH 120% BUSBAR EXCEPTION IN 690.64(B)(2)(a)? YES NO

Contractor Name: _____
 Address and Phone: _____

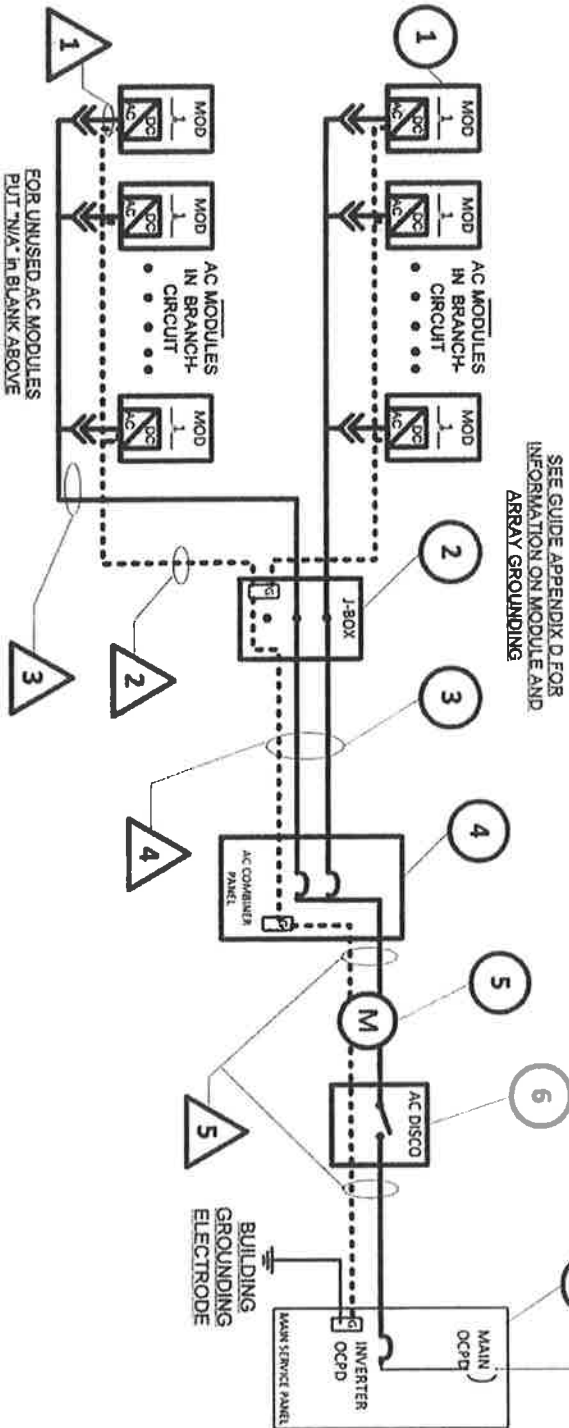
Notes for One-Line Standard Electrical
 Diagram for Single-Phase PV Systems

Site Name: _____
 Site Address: _____
 System AC Size: _____

Drawn By:	SIZE	ESCH NO	DWG NO	REV
Checked By:	DATE	NTS	DATE	SHEET

AC MODULE ELECTRICAL DIAGRAM

EQUIPMENT SCHEDULE			
○ TAG	DESCRIPTION	PART NUMBER	NOTES
1			
2			
3			
4			
5			
6			
7			



CONDUIT AND CONDUCTOR SCHEDULE					
△ TAG	DESCRIPTION OR CONDUCTOR TYPE	COND. GAUGE	NUMBER OF CONDUCTORS	CONDUIT TYPE	CONDUIT SIZE
1	USE-2 <input type="checkbox"/> or PV WIRE <input type="checkbox"/>	MFG	MFG Cable	N/A	N/A
2	GEC <input type="checkbox"/> EGC <input type="checkbox"/> X ALL THAT APPLY	MFG	MFG Cable	N/A	N/A
3	EXTERIOR CABLE LISTED W/ INV.	MFG	MFG Cable	N/A	N/A
4	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>	MFG	MFG Cable	N/A	N/A
5	GEC <input type="checkbox"/> EGC <input type="checkbox"/> X ALL THAT APPLY				
	NO DC GEC IF 690.35 SYSTEM				
	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>				
	GEC <input type="checkbox"/> EGC <input type="checkbox"/> X ALL THAT APPLY				

Contractor Name:
Address and Phone:

Site Name:
Site Address:
System AC Size:

Drawn By: _____ DATE: _____

Checked By: _____ DATE: _____

One-Line Standard Electrical Diagram
for AC Module PV Systems

SIZE: _____ FSCM NO: _____ DWG NO: _____

SCALE: _____ NTS: _____ DATE: _____

REV: _____

NOTES FOR AC MODULE ELECTRICAL DIAGRAM

NOTES FOR ALL DRAWINGS:
 OCPD = OVERCURRENT PROTECTION DEVICE
 NATIONAL ELECTRICAL CODE® REFERENCES
 SHOWN AS (NEC XXX.XX)

AC MODULE RATINGS (Guide Appendix C)

AC MODULE MAKE	
AC MODULE MODEL	
NOMINAL OPERATING AC VOLTAGE	
NOMINAL OPERATING AC FREQUENCY	
MAXIMUM AC POWER	
MAXIMUM AC CURRENT	
MAXIMUM OCPD RATING	

SIGNS—SEE GUIDE SECTION 2

SIGN FOR DC DISCONNECT

N/A since no dc wiring

SIGN FOR INVERTER OCPD AND AC DISCONNECT (IF USED)

SOLAR PV SYSTEM
 AC POINT OF CONNECTION

AC OUTPUT CURRENT

NOMINAL AC VOLTAGE

THIS PANEL FED BY MULTIPLE SOURCES (UTILITY AND SOLAR)

NOTES FOR ARRAY CIRCUIT WIRING (Guide Section 6 and 8 and Appendix E):

- 1.) LOWEST EXPECT AMBIENT TEMPERATURE BASED ON ASHRAE MINIMUM MEAN EXTREME DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. LOWEST EXPECTED AMBIENT TEMP ____ °C
- 2.) HIGHEST CONTINUOUS AMBIENT TEMPERATURE BASED ON ASHRAE HIGHEST MONTH 2% DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. HIGHEST CONTINUOUS TEMPERATURE ____ °C
- 3.) 2009 ASHRAE FUNDAMENTALS 2% DESIGN TEMPERATURES DO NOT EXCEED 47°C IN THE UNITED STATES (PALM SPRINGS, CA IS 44.1°C). FOR 6 OR LESS CURRENT-CARRYING CONDUCTORS IN ROOF-MOUNTED SUNLIT CONDUIT AT LEAST 0.5" ABOVE ROOF AND USING THE OUTDOOR DESIGN TEMPERATURE OF 47°C OR LESS (ALL OF UNITED STATES).
- a) 12 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR AC MODULES INVERTER OUTPUT CIRCUITS WITH 12 AMPERS OR LESS WHEN PROTECTED BY A 15-AMP OR SMALLER OCPD.
- b) 10 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR AC MODULES INVERTER OUTPUT CIRCUITS WITH 16 AMPERS OR LESS WHEN PROTECTED BY A 20-AMP OR SMALLER OCPD.

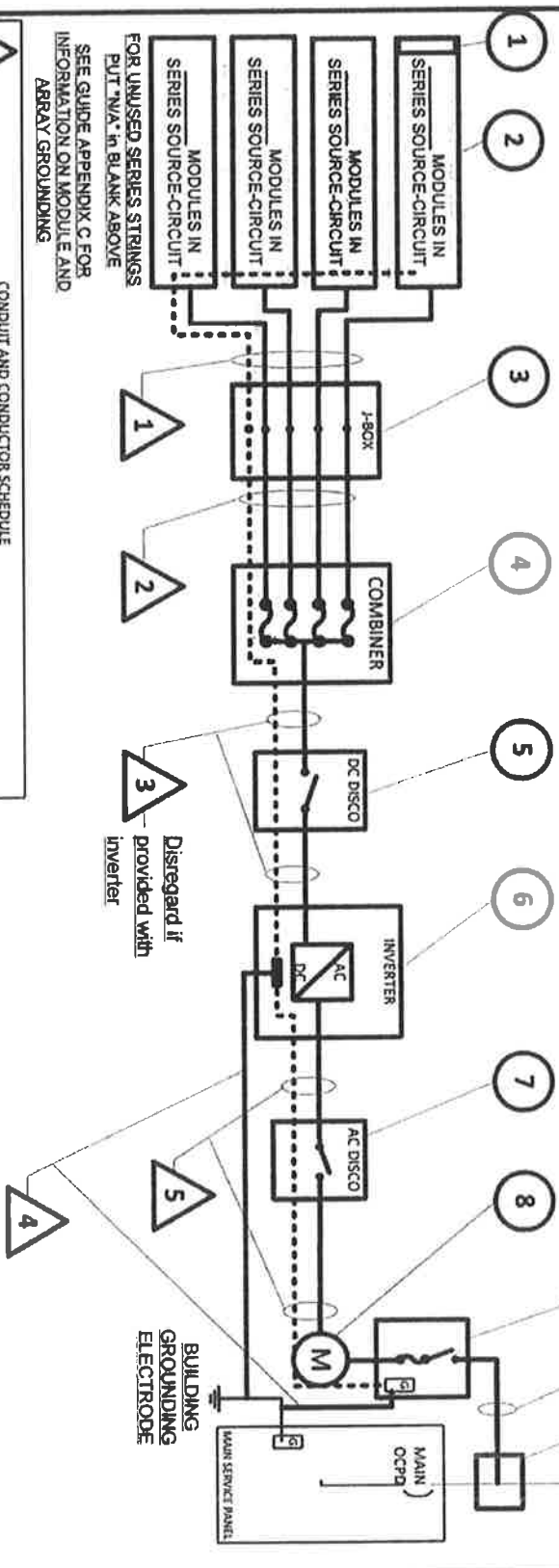
NOTES FOR INVERTER CIRCUITS (Guide Section 8 and 9):

- 1) IF UTILITY REQUIRES A VISIBLE-BREAK SWITCH, DOES THIS SWITCH MEET THE REQUIREMENT? YES NO N/A
- 2) IF GENERATION METER REQUIRED, DOES THIS METER SOCKET MEET THE REQUIREMENT? YES NO N/A
- 3) SIZE PHOTOVOLTAC POWER SOURCE (DC) CONDUCTORS BASED ON MAX CURRENT ON NEC 690.53 SIGN OR OCPD RATING AT DISCONNECT (N/A)
- 4) SIZE INVERTER OUTPUT CIRCUIT (AC) CONDUCTORS ACCORDING TO INVERTER OCPD AMPERE RATING. (See Guide Section 9)
- 5) TOTAL OF _____ INVERTER OUTPUT CIRCUIT OCPDs, ONE FOR EACH AC MODULE CIRCUIT DOES TOTAL SUPPLY BREAKERS COMPLY WITH 120% BUSBAR EXCEPTION IN 690.64(B)(2)(e)? YES NO

Contractor Name, Address and Phone:		Notes for One-Line Standard Electrical Diagram for Single-Phase PV Systems	
Site Name:			
Site Address:		System AC Size:	
Drawn By:	Scale:	ISSN NO:	DWG NO:
Checked By:	Scale:	NTS:	DATE:
			SYMT:

SUPPLY-SIDE CONNECTION ELECTRICAL DIAGRAM

EQUIPMENT SCHEDULE			
TAG	DESCRIPTION	PART NUMBER	NOTES
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



CONDUIT AND CONDUCTOR SCHEDULE				
TAG	DESCRIPTION OR CONDUCTOR TYPE	COND. GAUGE	NUMBER OF CONDUCTORS	CONDUIT TYPE AND SIZE
1	USE 2- <input type="checkbox"/> or PV WIRE <input type="checkbox"/>			
2	BARE COPPER EQ. GRD. COND. (EGC)			
3	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>			
4	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>			
5	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>			
6	THWN-2 <input type="checkbox"/> or XHHW-2 <input type="checkbox"/> or RHW-2 <input type="checkbox"/>			

Contractor Name, Address and Phone: _____

One-Line Electrical Diagram for Supply-Side Connected Single-Phase PV Systems

Site Name: _____

Site Address: _____

System AC Size: _____

Drawn By: _____

Checked By: _____

Scale: _____

NTS

Date: _____

DWG NO: _____

REV: _____

NOTES FOR SUPPLY-SIDE CONNECTION ELECTRICAL DIAGRAM

PV MODULE RATINGS @ STC (Guide Section 5)

MODULE MAKE	
MODULE MODEL	
MAX POWER-POINT CURRENT (I_{mp})	A
MAX POWER-POINT VOLTAGE (V_{mp})	V
OPEN-CIRCUIT VOLTAGE (V_{oc})	V
SHORT-CIRCUIT CURRENT (I_{sc})	A
MAX SERIES FUSE (OCPD)	A
MAXIMUM POWER (P_{max})	W
MAX VOLTAGE (TYP 600V _{DC})	V
VOC TEMP COEFF (mV/°C or %/°C)	
IF COEFF SUPPLIED, CIRCLE UNITS	

NOTES FOR ALL DRAWINGS:
 OCPD = OVERCURRENT PROTECTION DEVICE
 NATIONAL ELECTRICAL CODE® REFERENCES
 SHOWN AS (NEC XXXXX)

INVERTER RATINGS (Guide Section 4)

INVERTER MAKE	
INVERTER MODEL	
MAX DC VOLT RATING	V
MAX POWER @ 40°C	W
NOMINAL AC VOLTAGE	V
MAX AC CURRENT	A
MAX OCPD RATING	A

SKNS- SEE GUIDE SECTION 7

SIGN FOR DC DISCONNECT	
PHOTOVOLT/AC POWER SOURCE	
RATED MPP CURRENT	A
RATED MPP VOLTAGE	V
MAX SYSTEM VOLTAGE	V
MAX CIRCUIT CURRENT	A
WARNING: ELECTRICAL SHOCK HAZARD-LINE AND LOAD MAY BE ENERGIZED IN OPEN POSITION	
SIGN FOR INVERTER OCPD AND AC DISCONNECT (IF USED)	
SOLAR PV SYSTEM	
AC POINT OF CONNECTION	
AC OUTPUT CURRENT	A
NOMINAL AC VOLTAGE	V
THIS PANEL FED BY MULTIPLE SOURCES (UTILITY AND SOLAR)	

NOTES FOR ARRAY CIRCUIT WIRING (Guide Section 6 and 8 and Appendix D):

- 1.) LOWEST EXPECT AMBIENT TEMPERATURE BASED ON ASHRAE MINIMUM MEAN EXTREME DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. LOWEST EXPECTED AMBIENT TEMP _____ °C
- 2.) HIGHEST CONTINUOUS AMBIENT TEMPERATURE BASED ON ASHRAE HIGHEST MONTH 2% DRY BULB TEMPERATURE FOR ASHRAE LOCATION MOST SIMILAR TO INSTALLATION LOCATION. HIGHEST CONTINUOUS TEMPERATURE _____ °C
- 2.) 2005 ASHRAE FUNDAMENTALS 2% DESIGN TEMPERATURES DO NOT EXCEED 47°C IN THE UNITED STATES (PALM SPRINGS, CA IS 44.1°C). FOR LESS THAN 9 CURRENT-CARRYING CONDUCTORS IN ROOF-MOUNTED SUNLIT CONDUIT AT LEAST 0.5' ABOVE ROOF AND USING THE OUTDOOR DESIGN TEMPERATURE OF 47°C OR LESS (ALL OF UNITED STATES).
 - a) 12 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR MODULES WITH I_{sc} OF 7.68 AMPS OR LESS WHEN PROTECTED BY A 12-AMP OR SMALLER FUSE.
 - b) 10 AWG, 90°C CONDUCTORS ARE GENERALLY ACCEPTABLE FOR MODULES WITH I_{sc} OF 9.6 AMPS OR LESS WHEN PROTECTED BY A 15-AMP OR SMALLER FUSE.

NOTES FOR INVERTER CIRCUITS (Guide Section 8 and 9):

- 1) IF UTILITY REQUIRES A VISIBLE-BREAK SWITCH, DOES THIS SWITCH MEET THE REQUIREMENT? YES NO N/A
- 2) IF GENERATION METER REQUIRED, DOES THIS METER SOCKET MEET THE REQUIREMENT? YES NO N/A
- 3) SIZE PHOTOVOLT/AC POWER SOURCE (DC) CONDUCTORS BASED ON MAX CURRENT ON NEC 690.53 SIGN OR OCPD RATING AT DISCONNECT
- 4) SIZE INVERTER OUTPUT CIRCUIT (AC) CONDUCTORS ACCORDING TO INVERTER OCPD AMPERE RATING. (See Guide Section 9)
- 5) TOTAL OF INVERTER OCPD(S), ONE FOR EACH INVERTER. DOES TOTAL SUPPLY BREAKERS COMPLY WITH 120% BUSBAR EXCEPTION IN 690.64(B)(2)(a)? YES NO

Contractor Name: _____
 Address and Phone: _____

Site Name: _____
 Site Address: _____
 System AC Size: _____

Notes for One-Line Standard Electrical Diagram for Single-Phase PV Systems

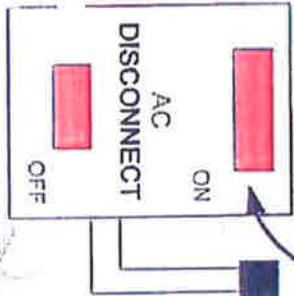
Drawn By:	SIZE	FECHA NO	DWG NO	REV
Checked By:	SCALE	NTS	Date:	SHEET

Caution Solar Circuit

Stickers for EMT/Conduit every 60" & 24" from each turn

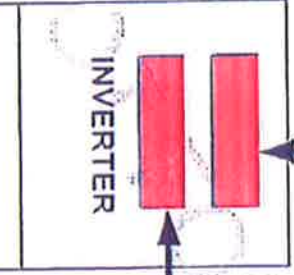


SOLAR PHOTOVOLTAIC DISCONNECT FOR UTILITY OPERATION



Ac DISCONNECT

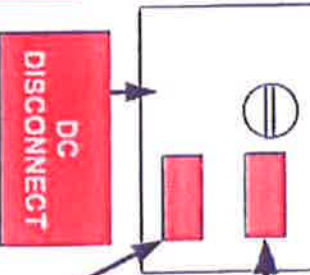
OPERATING CURRENT _____ AMP
 SHORT CIRCUIT CURRENT _____ AMP
 OPERATING VOLTAGE _____ VDC
 MAXIMUM SYSTEM VOLTAGE _____ VDC



WARNING
 ELECTRICAL SHOCK HAZARD. DO NOT TOUCH TERMINALS. TERMINALS ON BOTH THE LINE AND LOAD SIDES MAY BE ENERGIZED IN THE OPEN POSITION



WARNING
 ELECTRIC SHOCK HAZARD IF GROUNDED FAULT IS INDICATED NORMALLY GROUNDED CONDUCTORS MAY BE UNGROUNDED AND ENERGIZED

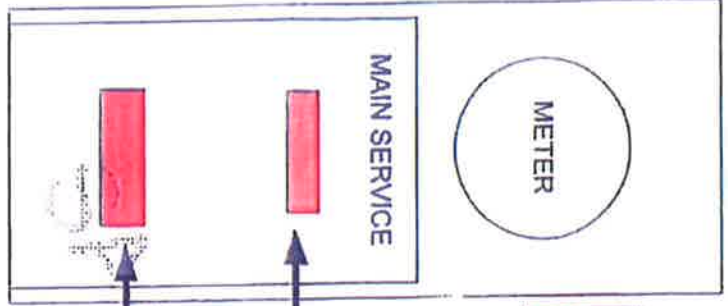


DC DISCONNECT

WARNING
 INVERTER OUTPUT CONNECTION DO NOT RELOCATE THIS OVERCURRENT DEVICE

WARNING
 THIS SERVICE METER IS ALSO SERVED BY A PHOTOVOLTAIC SYSTEM

WARNING
 ELECTRICAL SHOCK HAZARD. DO NOT TOUCH TERMINALS. TERMINALS ON BOTH THE LINE AND LOAD SIDES MAY BE ENERGIZED IN THE OPEN POSITION



Contact:
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Woodstove Replacement Program
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September 29, 2014

For Immediate Release

Popular Woodstove Replacement Program Back for Limited Time

Town of Mammoth Lakes and Mono County, CA – In response to popular demand, Mono County and Mammoth Lakes officials announce the return of the Woodstove Replacement Program for property owners who want to upgrade from wood-burning stoves and fireplaces to cleaner and more efficient heating systems.

Following an agreement in early 2014 between the Great Basin Air Pollution Control District and Los Angeles Department of Water and Power, Air District Board-member agencies received settlement funds allocated on a per capita basis to pay for air pollution prevention programs across their districts. With several hundred thousand dollars between them, officials from the Town of Mammoth Lakes and Mono County chose to spend their funds on reducing wood smoke emissions from wood-burning heating systems throughout the region.

Similar to the Air District's recent CAPP-funded woodstove replacement program, funding will be provided to local retailers who are contracted by qualified property owners to provide and install the new systems. Shared costs will be required from property owners, with amounts dependent on the new system and installation requirements.

To qualify for program participation, an existing wood-burning system (woodstove or open fireplace) must be a building's primary heat source, it must be located within Mammoth Lakes or Mono County, and it must fall under one of several qualifying categories:

- 1) Within Mammoth Lakes: For properties purchased in 1990 or earlier* with owners who want to replace pre-1990 wood burning systems, \$1,500 may be available toward the cost of a new EPA Phase II wood-burning system, or \$2,000 toward a new EPA certified pellet stove or gas heating system. Documented proof of property purchase date is required.

- 2) Newly purchased properties within Mammoth Lakes: For properties required to replace an old, noncompliant wood-burning system by Town Code §8.30.050, and changed title within last few months, \$500 may be available toward a new pellet or gas heating system. Documented proof of property purchase date and submittal of building permit is required. *New woodstoves are excluded from this offering.*
- 3) Within Mono County, excluding Mammoth Lakes: For pre-1990 wood burning stoves and open fireplaces (not EPA compliant), \$1,500 may be available toward a new EPA Phase II wood-burning stove or fireplace, or \$2,000 toward a new pellet stove or gas system.
- 4) Within Mammoth Lakes and Mono County: For woodstoves currently being used which are newer than 1990 (EPA Phase I or II-certified stoves, excluding pellet stoves), \$2,000 may be available toward a new, cleaner-burning pellet stove or gas heating system. This amount applies to replacing post-1990 woodstoves with pellet or gas (propane or kerosene) systems only.

*Mammoth Lakes properties that were purchased or changed ownership after 1990, and not upgraded to EPA certified heating systems (Phase I or Phase II) as required by Town Municipal Code 8.30, do not qualify for funding under this program.

All replaced stoves must also be freely relinquished to the retailer during new installation, and open fireplaces must be rendered inoperable. See accompanying illustration for identification of EPA certified stoves.

This program is open to public participation through local participating retailers only on a 'first come, first served' basis until allocated funds are exhausted, and qualified payments for new systems will only be made to participating retailers.

All interested Mammoth Lakes and Mono County property owners are encouraged to immediately contact one of the participating retailers serving the area: Alpine Stove & Mercantile (760/934-4416); Angelo's Stove & Chimney (760/937-0860), Clean Sweep (760/934-3453); High Country Lumber (760/924-2720); Manor True Value Hardware for Mono County only (760/873-3106), and Batchelder Enterprises for kerosene heating systems (760/873-3800).

For additional program information, please call 760/914-0388 or email

ljm.isaacs@gmail.com

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See accompanying illustration for publication with article if possible. If not, please delete line in article that refers to illustration. Thanks.