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HOW TO SUBMIT A MOBILE HOME WAIVER APPLICATION

1. PREFACE: A Mobile Home Waiver is a variance permit allowing for the placement of a mobile home outside of a mobile home park that was manufactured in the state of California before October 7, 1973, or was manufactured elsewhere in the United States prior to July 15, 1976.

2. CONSULTATION: To avoid unnecessary expense and delay consult with the Inyo County Planning Department for a preliminary review and discussion of your proposal in order to answer any questions regarding the application and processing procedures, there is no fee for this meeting. You may also request a formal pre-application meeting for which there is a fee.

3. PLANNING DEPARTMENT MAIN APPLICATION: The Main Application Form must be completed in its entirety with the Mobile Home Waiver box checked and must be signed must be signed by the authorized property owner of the property for which the Mobile Home Waiver is being sought. The Processing Fee Agreement Form must also be filled out in its entirety and accompany the Main Application Form.

4. ENVIRONMENTAL INFORMATION FORM: This form is included in the Main Application Package. The information requested by this form assists the County in preparing the appropriate environmental documentation as required by the California Environmental Quality Act (CEQA).

5. MOBILE HOME WAIVER APPLICATION PACKAGE: Submission of the following normally constitutes a complete application:

1. One original Main Application Form with the Mobile Home Waiver box checked and the Environmental Information Form filled out.
2. One original Processing Fee Agreement Form.
3. At a minimum, one 18"x26" print and one 8.5"x11" print of the plot plan depicting the site where the mobile home is proposed to be placed. The plot plan must include parcel measurements (perimeter - each side and area), depiction of existing buildings and measurements from each building to the parcel perimeter lines and between each building.
4. Evidence of the year the mobile home was manufactured.

6. FILING FEES: Fees are required to initiate the processing of the Mobile Home Waiver. County fees for the Mobile Home Waiver application and environmental review are indicated on the Planning Department's fee schedule.

In addition to a Planning Commission approval, a Mobile Home Waiver must be submitted to and approved by the department of building and safety whenever a building and safety department issue exists. A Mobile Home Waiver is a Variance Permit and must follow the same process including making the same Findings.

7. MOBILE HOME WAIVER– REQUIRED FINDINGS: Mobile Home Waiver applications must be approved by the Inyo County Planning Commission and are subject to the specific findings, per 18.81.060 Variance—Findings required. A Mobile Home Waiver shall be granted, in whole or in part, only upon affirmative findings as hereinafter set forth, and otherwise it shall be denied. The following findings must be submitted with the Mobile Home Waiver application including specific justifications:

- A. That there are exceptional circumstances applicable to the property involved, or to the intended use, which do not generally apply to other property in the same district
- B. That the result would not be detrimental to the public welfare, or injurious to property in the vicinity;
- C. That the strict application of the regulation sought to be modified would result in practical difficulties or hardships inconsistent with, and not necessary for the attainment of, the general purpose of this title.

In addition to the above Findings specified in the Inyo County Zoning Ordinance, California State Government Code requires the following Findings for any variance, including a Mobile Home Waiver:

- 1. The proposed Mobile Home Waiver does not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which the property is situated.
- 2. The proposed Mobile Home Waiver does not authorize a use or activity that is not otherwise expressly authorized by the zoning regulation governing the parcel of property.
- 3. The proposed Mobile Home Waiver is consistent with the General Plan.
- 4. The requirements of the California Environmental Quality Act have been met.

Affirmative Findings for the Mobile Home Waiver must describe the special circumstances that act to physically differentiate the project site from its neighbors and make it unique, and thus uniquely justified for a variance; alternatively, negative findings must describe how the project’s physical characteristics are not unique or exceptional, and therefore do not justify a variance.

ALL seven of the Findings must be affirmed in order for a Mobile Home Waiver to be approved.

NOTE: THIS APPLICATION REQUIRES A PUBLIC HEARING BEFORE THE INYO COUNTY PLANNING COMMISSION. YOU OR A REPRESENTATIVE MUST BE PRESENT TO ANSWER ANY QUESTIONS. FAILURE TO APPEAR MAY RESULT THE PUBLIC HEARING BEING CONTINUED OR THE APPLICATION DENIED.