

**POLICY**

**EFFECTIVE DATE:** 1/26/2010

**NO:** PO-BEF-301.06

**REVISION HISTORY:** 10/3/1995 Issued  
1/26/2010 Revised

**SUBJECT:** Mobile Home Park Development

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1 Purpose

- 1.1 To clarify the role of the Housing Commission with regard to mobile home parks and, in part, to implement Chapter 14, Article 3, Division 6 and Chapter 13, Article 2, Division 7 of San Diego Municipal Code. It is the Commission's intent that the policy be applicable City-wide except that it will not apply to the De Anza Mobile Home Park. It is the intention of the City to deal with any discontinuance and relocation issues involved with De Anza Mobile Home Park by separate ordinance or resolution because of the unique conditions applicable to the De Anza Mobile Home Park.

2 Background

- 2.1 Mobile homes contribute to a diverse inventory of housing products available to the San Diego region. A range of housing opportunities provides choices for households of varying income levels. In recognition of these circumstances and in keeping with its commitment to expand and preserve a variety of housing opportunities for all income levels, the Housing Commission will oversee provision of relocation assistance and will consider financial support for new park development or park preservation consistent with all accepted Commission funding practices. The provisions of this policy are in accordance with applicable City ordinances including Sec. 143.0630 Discontinuance of a Mobile Home Park and Sec. 143.0640 Sale of Mobile Home Parks.

3 Financial Participation in New Development and Preservation of Mobile Home Parks

- 3.1 The Housing Commission may financially assist in developing new mobile home parks and preserving existing mobile home parks that meet the following criteria:
- A) Assistance will be provided according to the Housing Commission's regular guidelines for financial participation pursuant to standard underwriting criteria.
  - B) Parks must ensure long term affordability through deed restrictions and with a deed of trust in favor of the San Diego Housing Commission.
  - C) Assistance will be available for park purchase by non-profits, resident associations or public entities in order to maintain public control and low income affordability

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4 Relocation

4.1 Relocation plans required by the Mobile Home Park Overlay Zone will be reviewed by the President & CEO of the Housing Commission as to conformance with Commission standards.

4.2 Relocation will be treated as the responsibility of the private mobile home park owner, or the lessee in the case of a leasehold, and not a public responsibility.

4.3 Relocation plans required by the Mobile Home Park Overlay Zone will be reviewed by the President & CEO of the San Diego Housing Commission as to conformance with Commission standards. Relocation plans must include but are not limited to:

Tenant Survey to include:

Methodology,

Occupancy (household size mix),

Resident Income (HUD definitions from very low-above moderate),

Senior/Handicapped Head of Household (households with individuals 62 years or older or with mobility problems), and

Mobile Home Data (size, age, improvements, mobility), and

Relocation Resources to include:

Methodology, and

Mobile Home Parks (detailed list of local parks with available spaces), and

Mobile Home Parks Space Availability (detailed list of parks that accept relocation and those that only accept new units), and

Rental Housing (availability and cost of rental housing units in San Diego), and

Relocation Impacts and Issues to include:

Mobile home disposition and relocation, and

Detailed mitigation measures, and

Relocation benefits, and

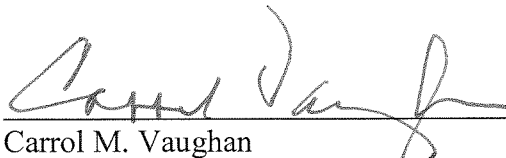
Conclusions and Recommendations, and

Signed Affidavit verifying compliance with Municipal Code Section 143.0640(a)(1) through (4).

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- 4.4 This document is a policy and should not, therefore, be considered as creating any financial obligation on the part of the Housing Commission or the City to pay any costs with regard to relocation.
- 4.5 The applicant shall pay fees to the San Diego Housing Commission for expenses incurred pursuant to implementation of PO-BEF- 301.06, Attachment 1, Relocation Standards and Procedures. The funds shall be used by the San Diego Housing Commission to monitor compliance with the obligations set forth under this Policy, provide technical assistance to mobile home owners and tenants in their relocation, and recapture legal and consulting fees.
- 4.6 The MHCIC may review the Mobile Home Park Policy and administrative guidelines and, if it is deemed necessary, recommend policy changes to the Housing Commission.

**Approved:**  
Carrol M. Vaughan

Executive Vice President &amp; Chief Operating Officer

4.6.2010  
Date

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**ATTACHMENT 1**  
**RELOCATION STANDARDS AND PROCEDURES**  
 (To be an administrative guideline to implementing the  
 relocation section of Policy PO-BEF-301.06, Revised January 26, 2010)

1. To provide consistency in evaluating the adequacy of relocation plans, the fiscal standard against which relocation plans will be measured is:
  - a. In the case where it is feasible to relocate a mobile home, as determined by Housing Commission staff, the park owner shall reimburse the mobile home owner the actual cost within the following ranges:

<u>Mobile Home Size</u>	<u>Relocation Amount</u>	
	<u>Minimum</u>	<u>Maximum</u>
8' AND 10' WIDE	\$4,365	\$7,274
12', 14' AND 16' WIDE	\$7,274	\$10,184
DOUBLEWIDE	\$10,912	\$21,823

In addition, any and all appurtenances would be valued and compensated up to \$1,455 total.

- b. In cases where it is not feasible to relocate the mobile home, the park owner (or lessee in the case of a leasehold) shall provide the residence with reasonable relocation expenses as follows:
  - (1) Each mobile home tenant will receive a lump sum difference between current space rent and rent for a comparable apartment unit of a size appropriate, according to California Health and Safety Code Section 50050, to accommodate the displaced household and that meets HUD Housing Quality Standards for a period not to exceed 42 months. For purposes of calculating a relocation payment, the rent differential will not exceed the difference between the current space rent and the Fair Market Value of a comparable unit as published annually by HUD.
  - (2) The park owner or lessee shall pay to the mobile home tenant total actual cost of moving expenses for furniture and personal belongings not to exceed \$1,455.

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- (3) Nothing contained herein precludes any mobile home owner that is also the mobile home tenant, to agree to sell the mobile home, that such person resides in, to the park owner or lessee for an agreed upon price to be no less than the amount of relocation benefits described in Section 1(b)(1) of this Administrative Guideline, in exchange for waiver of payment of those benefits described in Sections 1(b)(1) provided that such mobile home owner independently agrees to do so and such sale and waiver is not the product of coercion, fraud, force, deception, duress, misrepresentation, undue influence, threat or intimidation. Nothing contained herein shall require any mobile home owner to agree to sell his/her mobile home to a park owner or lessee or to waive receipt of relocation benefits.
  2. During relocation the park owner (or lessee in the case of a leasehold) shall pay to each mobile home tenant hotel or temporary lodging cost in the amount of \$147<sup>1</sup> per night up to seven nights.
  3. Park owners and lessees will develop a list of available or vacant spaces to which their residents might move. This resource list would include lot sizes, existing rents and park policy regarding admission of older mobile homes.
  4. All specific dollar amounts mentioned above will be adjusted annually in conformance with changes in the Consumer Price Index, All Urban Consumers.

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<sup>1</sup> Source: California Lodging Industry Association, 2009 California Lodging Per Diem Rates