



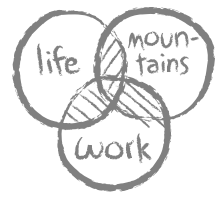
Your journey to a
Mono County Business
begins here.



Mammoth Lakes / Mono County Business Guide



Welcome!



Congratulations. You have just taken the first step to make your business dream real.

The entrepreneurial spirit that built this place is alive and well in Mono County, and we welcome you to join an amazing business community in one of the most spectacular locations on earth. Whether you are planning to start a business, expand or relocate in Mono County, we are ready to roll up our sleeves and get to work with you.

This guide is designed to help you understand our development processes, navigate procedures and take advantage of all the community support and assistance we have to offer.



Mammoth Lakes or Mono County?

Our development region has two distinct jurisdictions, each with their own character. If you are building or remodeling in the incorporated Town of Mammoth Lakes, you will be working with the Town of Mammoth Lakes Community and Economic Development Department (CED) guidelines and processes. In other parts of the county, you will work with the Mono County Community Development Department (CDD). These two entities exist to help ensure that everyone's projects are designed to enhance the unique character and vibe of each area. A good fit is in everyone's best interest.



Let's start with your FREE CONSULTATION appointment.

We like to do things face to face, with a firm handshake. The Mono County Economic Development department, the Mono County Community Development team, and the Town of Mammoth Lakes Community and Economic Development are all here to help you navigate state and local regulations, and give you a head start on building the relationships that will make your business dream a real success.

Please! Before you do another thing, give us a call!



Town of Mammoth Lakes
760-965-3630 | www.TownOfMammothLakes.ca.gov

Mono County Economic Development
800-845-7922 | www.MonoCountyEconomicDevelopment.com



The Process for New Projects



FREE CONSULTATIONS: Ask the right questions, get a head start and go for the summit.

Like any venture, an expansion, start-up or business move to Mono County takes preparation. Before you purchase property or firm up your plans, it's a good idea to discuss your ideas with the Community Development Department, who will schedule your project for a **Land Development Technical Advisory Committee (LDTAC)** meeting with Mono County OR a **Development Review Committee (DRC)** meeting with the Town of Mammoth Lakes. Both the DRC and LDTAC meetings include staff from Public Works, Planning, and other relevant departments including Environmental Health and Economic Development. **Free of charge**, this process provides a "one-stop shop" for initial feedback on your proposal and helps set you up for success.

Project basics to know.

Some of the information below has to be developed by the applicant, and some can be answered at LDTAC /DRC or through the applicant's own research.

- What is your project description and business plan? The better developed and more complete your concept is, the more help we can provide.
- If you have a location in mind, what are the land use designation/zoning and development standards such as permitted uses, setbacks, height requirements, and lot coverage? (Info available online via Parcel Viewer: <https://gis.mono.ca.gov/apps/pv/>)
- Are there any other development projects occurring nearby?
- What permits may be required and what is the process and schedule?
- What analysis is required under the California Environmental Quality Act [CEQA]?
- What fees can I expect?
- What about grading or infrastructure requirements?
- Are there other agencies that may have requirements for the project?
- Are there any special conditions?

Top 10 Tips for Development Success

- 1.** Meet with staff early to understand timelines, the process, and requirements such as ordinances, codes, policies, guideline and any required fees.
- 2.** Hire a competent, professional design team. Most projects will require plans stamped by a licensed professional, and in all cases, professional designers can help build solutions and meet requirements in a timely and smooth manner.
- 3.** If you plan to manage your own project, ensure you have the time and resources to commit to the success of the project, or consider hiring a project manager. Depending on the project, the process can be complex.
- 4.** If it's a larger project, designate one point person to liaise with the Town/County staff to keep communication seamless.
- 5.** Could this be a publicly sensitive project? Meet with neighbors early to receive their input and concerns.
- 6.** Research the site to understand its history, setting and context.
- 7.** Ensure your application is complete – use checklists provided by the Town or County.
- 8.** Follow up with any outside agencies to which your project is referred.
- 9.** Expect the Town/County to seek high design standards and a very detailed package of development plans.
- 10.** Respond to Town/County requests for changes/ additional documentation/conditions of approval quickly to keep the process moving.
- 11.** Seasonality [and powder days!] can affect construction – plan around the winter months.

Contact:

Mono County

Community Development Department

760-924-1800 | www.MonoCounty.ca.gov/Planning

Mammoth Lakes

Community Development Department

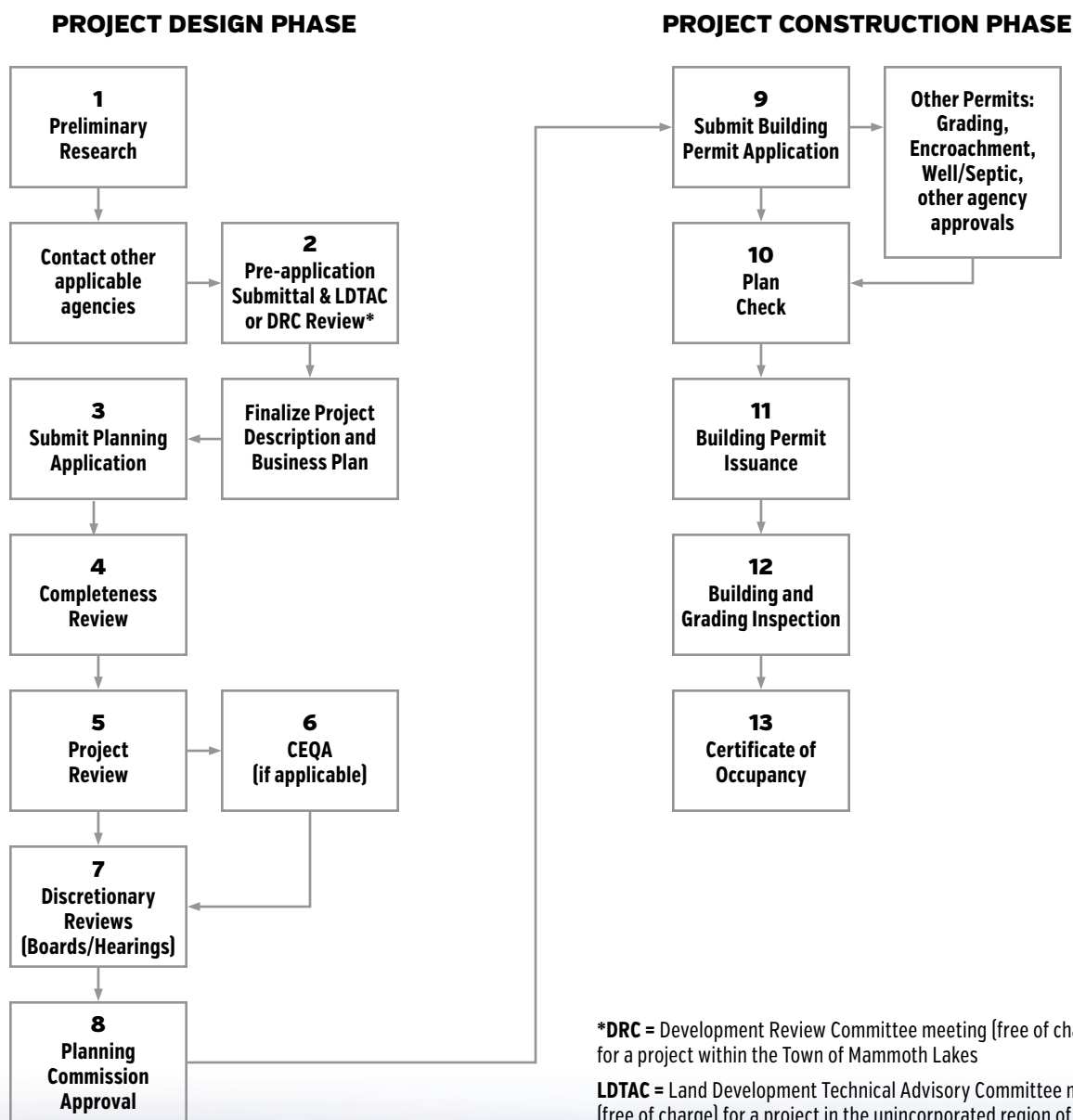
760-965-3630 | www.TownOfMammothLakes.ca.gov

Step by Step



The Process: An Overview

The chart below shows the basic steps of both the Town's and the County's full development process. If you have a smaller project or if you are making minor changes such as a small remodeling job, not all of these steps will apply to you! If your project is significant, however, such as a condominium or commercial construction, you will be following these steps.

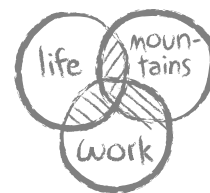


*DRC = Development Review Committee meeting (free of charge) for a project within the Town of Mammoth Lakes

LDTAC = Land Development Technical Advisory Committee meeting (free of charge) for a project in the unincorporated region of Mono County



Amenities



If you have what it takes, Mammoth Lakes and Mono County have it all.

Being in business is no walk in the park (hey, if it was easy, everyone could do it!). But when you bring your skills and commitment to Mono County, we have services and amenities that can give your business a real edge.



Services for families who really want a life.

People move here to find balance, and if family (or your employees) is your focus, you can find everything you need. There are two public school jurisdictions with four elementary, three middle, and three high schools, as well as Cerro Coso Community College in Mammoth Lakes which offers post-secondary education courses. For your health care needs, there are two hospitals offering full services in Mammoth Lakes and Bishop. And with everything so close, the time you spend with family—rather than commuting—is priceless.



There is no greater outdoors.

There are so many four-season recreation options here, you could spend a lifetime exploring them. World-class skiing and snowboarding, snowshoeing and snowmobiling in winter give way to spectacular hiking, fishing, canoeing, kayaking, mountain biking, golf, climbing and camping during spring, summer and fall. And once you have explored our most famous landmarks, the locals' secrets await.

Connect your business with the world.

Mono County is just a few hours' drive from all major cities in California and Nevada, with the main backbone being US Highway 395, a state-designated Scenic Byway. Air service to Mammoth Yosemite Airport (MMH) lets you stay connected with the rest of the world, and if digital connectivity is your business lifeline, Mono County's Digital 395 infrastructure will give you the gigabyte bandwidth for growth. It truly is the best of all worlds.

Air service.

Mammoth Yosemite Airport (MMH) is serviced by direct flights from Los Angeles all year long, and from San Diego, San Francisco and Burbank in winter. Alternatively, Reno-Tahoe International Airport is just a 2-3 hour drive north from most Mono County communities.

Mono County Stats at a Glance

Population of Mono County 14,202 (2010 census)

Population of Town of Mammoth Lakes 8,234

Communities Benton, Chalfant, Swall Meadows, Paradise, Sunny Slopes, Tom's Place/Rock Creek, Crowley Lake, McGee Creek, June Lake, Mammoth Lakes, Lee Vining, Mono City, Bridgeport, Walker, Coleville, Topaz

Size 3,132 square miles

Public Lands Inyo National Forest
Humboldt-Toiyabe National Forest
California State Parks [Bodie State Historic Park and Mono Lake South Tufa Reserve]

John Muir, Ansel Adams and Hoover wilderness areas

County Seat Bridgeport

Major Highways US Highway 395
US Route 6
State Route 167
State Route 182
State Route 158 (June Lake Loop)
State Route 120 / Tioga Pass (closed in winter)
State Route 108 / Sonora Pass (closed in winter)
State Route 89 / Monitor Pass (closed in winter)
State Route 270 / Bodie (closed in winter)

Mammoth Unified School District

1 high school, 1 middle school, 1 elementary school

Eastern Sierra Unified School District

2 high schools, 4 elementary, 3 middle schools

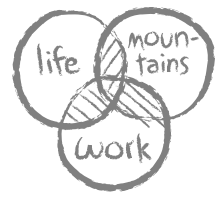
Cerro Coso Community College – Mammoth Lakes

Town of Mammoth Lakes
760-965-3630 | www.TownOfMammothLakes.ca.gov

Mono County Economic Development
800-845-7922 | www.MonoCountyEconomicDevelopment.com



Gigabit Broadband



World-class broadband in a pristine, mountain environment.

The Eastern Sierra is not only blessed with incredible scenery but also some of the fastest Internet speeds in the world.

In 2013, a 583-mile-long, 432-strand fiber optic cable was installed along Highway 395 between Barstow, California and Reno, Nevada. This transformative project is called Digital 395 [in honor of the Eastern Sierra's iconic state-designated Scenic Byway] and connects the region's communities to internet speeds that rival the best connected cities and research facilities in the world.

Providers are leveraging this state-of-the-art network to bring Gigabit service offerings to virtually all of the communities in Mono County. The Town of Mammoth Lakes became the first (and still only) rural resort town in the country with Gigabit broadband. By 2018, 92% of local households will have Gigabit capacity at price points that are half to one-third of the national average – making Mono County a true “Gigabit Region.”

This digital backbone provides a platform for entrepreneurialism and economic development, which is matched with world-class outdoor and



recreational opportunities to offer a truly unique experience. Mono County is interested in helping you relocate or kick-start your business in the Eastern Sierra – whether you're a remote worker or small team. Between co-working spaces, business development resources, and opportunities for unsurpassed work-life balance, we believe you'll find yourself right at home in Mono County.

For more information on broadband in Mono County visit www.monocounty.ca.gov/broadband or www.ConnectedEasternSierra.net.

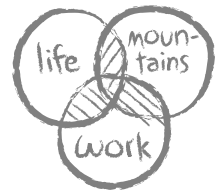


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Real Estate / Commercial Space



This land could be your land. Invest in your own piece of paradise.

Mono County offers a wide range of commercial space and developable land to suit your business dream.

The Economic Development and Community Development teams can help find available developable land and advise on location, and local realtors can put their community knowledge to work for you as well.

Real Estate Agencies

COLEVILLE

Eastern Sierra Real Estate 530-495-2928
RE/MAX Matt Carter Group 775-690-2984

JUNE LAKE

June Lake Properties 760-648-7505
Rainbow Ridge Realty 760-648-7811
Sierra Crest Real Estate 760-648-7304

MAMMOTH LAKES

Century 21 Mammoth Realty 760-934-2121
Coldwell Banker Mammoth Real Estate 760-914-1800
Mammoth Lakes Resort Realty 760-924-8521
Mammoth Properties 760-937-5974
Mammoth Realty Group 888-789-5678
Mammoth Realty Team 760-934-3959
Mammoth Sierra Properties 760-934-8372
Mammoth Village Properties 800-421-7005
RE/MAX of Mammoth 760-934-4542
Resort Property Realty 888-361-4449
Riffel Real Estate 760-934-4907
Snowcreek Property Company 760-934-3334



Local Licensed Architects

Elliott Brainard 760-934-9708
Michael Britton 760-709-6567
Robert D. Creasy Architecture 760-934-1888
T. Schaniel Architecture 760-873-4024
Woodward Architecture 760-934-1860

Local Licensed Engineers

Bear Engineering 760-932-7077
[surveys]
Cage Technical Services 760-934-8688
[civil/structural]
Eastern Sierra Engineering 760-924-8164
[geotechnical/soil]
Eastern Sierra Land Surveys, Inc. 760-935-4920
[surveys]
Sierra Geotechnical Services, Inc. 760-937-4789
[geotechnical/mining/sanitary/soil]
Triad/Holmes Associates 760-934-7588
[civil/geotechnical/soil/surveys]

Contractors

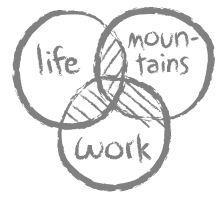
Town of Mammoth Lakes Contractors Association
760-914-2455
www.MammothLakesContractors.org

Town of Mammoth Lakes
760-965-3630 | www.TownOfMammothLakes.ca.gov

Mono County Economic Development
800-845-7922 | www.MonoCountyEconomicDevelopment.com



Economic Development Programs



Tourism • Filming • Fisheries • Support for Small Business – we are here for you!

Economic Development resources include:

- **Free Business Assistance:** Open to any business or start-up in Mono County or Mammoth Lakes, this program offers free consulting help on all issues relating to small businesses or aspiring entrepreneurial needs. Training and technical assistance are available for marketing, business plans, accounting/finance, payroll, website development, and many other aspects of running a small business.
- **Business Financing:** Financing options are available through the Small Business Administration (SBA) and USDA Rural Development. Free consultation is available.
- **Tax Incentives:** Assistance with the “California Competes Tax Credit” is currently available through the Governor’s Office of Business and Economic Development.
- **Workforce Services:** Mono County Workforce Services can help you save time and money hiring and training staff. We administer state and federally funded programs which combine wage-paid work, job skills training, and supportive services to help individuals succeed in the workforce, and to help employers find effective solutions to their staffing needs.
- **Mono County Property Assessed Clean Energy Program (PACE):** The PACE program provides private funding for energy efficiency and renewable energy upgrades to residential and commercial property owners.
- **Peak Performance Customer Service Training:** This condensed online training course teaches and encourages a countywide standard of excellent customer service. For a limited time, this course is offered to any business or employee in Mono County at no charge.

- **Social Media and Website Training:** We can help you reach the world and make sure your business is being seen on the internet through Google and social media channels.

Tourism-Related Programs

- **Tourism Business Listings:** Get your tourism business listed on our website at MonoCounty.org and in our annual Mono County Visitor Guide. Free!
- **Cooperative Advertising/Promotional Opportunities:** Work with us on tourism campaigns to leverage your advertising, tradeshow, and social media budgets.
- **Community Event Marketing Fund (CEMF):** We love helping local non-profits get people from outside the Eastern Sierra to their events. Non-profit organizations may apply for up to \$4000 for marketing funds to help promote events that increase overnight stays.
- **Historical Societies Grant Fund/Community Arts Grant:** Local historical societies and/or organizations for the Arts may apply for funding to assist with operations and related programming.
- **The Economic Impact & Visitor Profile Study, conducted in 2008 by an independent research company can be viewed here:** www.MonoCounty.ca.gov/Economic/Page/mono-county-economic-impact-tourism-visitor-profile-study

Filming

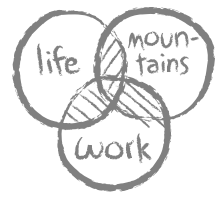
- **Location Promotion:** Promote your property to location scouts and film productions through the Mono County Film Commission.

Fisheries

- **Fish Stocking:** Purchase a load of trout for your stream, lake or marina in conjunction with our existing fishing shipments from Desert Springs Trout Farm.



Chambers of Commerce



Mammoth Lakes Chamber of Commerce

The Mammoth Lakes Chamber of Commerce provides a variety of services and benefits to local businesses. The Chamber offers networking opportunities through Business After Hours, professional development through Power Lunch, annual business awards, promotion through Chamber communication channels, business referrals, discounts on advertising packages, business advocacy and community support within the Town of Mammoth Lakes for our members and supporters. For any business in Mono County, the Chamber offers free business consulting through the Small Business Development Center in Bakersfield and free online customer service training through the Peak Performance Program. Basic memberships start at \$250 per year.

Mammoth Lakes Chamber of Commerce

info@mammothlakeschamber.org
760-934-2712
www.MammothLakesChamber.org

June Lake Loop Chamber of Commerce

P.O. Box 2, June Lake, CA 93529
760-648-4651
www.JuneLakeLoop.org

Lee Vining Chamber of Commerce

P.O. Box 130, Lee Vining, CA 93541
760-647-6629
www.LeeVining.com

Bridgeport Chamber of Commerce

P.O. Box 541, Bridgeport, CA 93517
760-932-7500
www.BridgeportCalifornia.com

Northern Mono Chamber of Commerce

115281 US Hwy. 395, Topaz, CA 96133
530-208-6078
www.NorthernMonoChamber.com



Town of Mammoth Lakes
760-965-3630 | www.TownOfMammothLakes.ca.gov

Mono County Economic Development
800-845-7922 | www.MonoCountyEconomicDevelopment.com



The Fort – Co-Working Network



Shared office space is trending all over the world!

Mammoth Lakes has brand-new co-working locations at Mammoth Mountain Ski Area's Main Lodge, with the best view in the Sierra, and Fort Downtown, in the heart of the business and restaurant district. Offering a peaceful, creative environment, private desks and lockers—along with lightning-fast internet—the Fort locations have become a gathering place for locals and guests as well as the center of Mammoth's work/play culture. Stay connected and stay productive in one of the world's most amazing places.

Membership to the Fort is available by the day, week or month, as well as an upgrade to a season pass. For more information, please visit www.mammothmountain.com/fort.

For additional co-working space opportunities, please contact:

The Mountain Lab

760-914-0001

scott@themountainlab.com

www.themountainlab.com



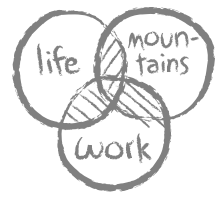
Above:
Fort Downtown



Below:
Fort at Mammoth Mountain's Main Lodge



Other Checklist Items



Business License Application

All businesses in Mono County and Mammoth Lakes require a business license.

MONO COUNTY:

Business License applications can be found at www.MonoCounty.ca.gov/tax/page/business-license-application.

760-932-5480

treasurer@mono.ca.gov

Transient Occupancy Tax Clearance Certificate

If your Mono County business is a lodging facility, please contact: treasurer@mono.ca.gov or call 760-932-5480.

TOWN OF MAMMOTH LAKES:

For a Business Tax Certificate and/or Transient Occupancy Tax Certificate, please contact:

Town of Mammoth Lakes Finance Department

760-965-3660

www.TownOfMammothLakes.ca.gov

“Doing Business As”

[also known as Fictitious Business Name Statement]

Application: www.MonoCounty.ca.gov/Clerk/page/fictitious-business-name-statement-fbn

PLEASE FILE AT:

Mono County Community Development

P.O. Box 347

437 Old Mammoth Road, 2nd Floor

Mammoth Lakes, CA 93546

760-924-1800

OR

Mono County Clerk's Office

P.O. Box 237

74 School Street, 1st Floor, Annex 1

Bridgeport, CA 93517

760-932-5530

Mono County Environmental Health

Food & Beverage • Well & Septic • Hazardous Waste

760-924-1830

www.MonoHealth.com/Environmental-Health

California Department of

Alcoholic Beverage Control [ABC License]

cust.serv@abc.ca.gov

www.ABC.ca.gov

Seller's Permit

California State Board of Equalization

1-800-400-7115

www.BOE.ca.gov/Contact

www.BOE.ca.gov



Town of Mammoth Lakes

760-965-3630 | www.TownOfMammothLakes.ca.gov

Mono County Economic Development

800-845-7922 | www.MonoCountyEconomicDevelopment.com



Join a business community that has higher ambitions.

Do you dream of bringing your life and business to new heights? The Mono County and Mammoth Lakes Community and Economic Development teams are here to help make it real. Give us a call, or better yet, come up and see us. Your journey starts right here at 8,000 feet above sea level!



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