

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

**Subject**

Mobile Home Park Conversion Policy

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Purpose

To establish criteria permitting the waiver of improvement requirements for resident-initiated subdivisions of existing mobile home parks.

The intent is to enable residents to more effectively compete in the market place for the purchase of their park by reducing cost and time in receiving subdivision approval.

The intent of this policy is to support resident purchase of mobile home parks and, thereby, preserve an important source of affordable housing.

An application for subdivision shall be considered resident- initiated when signed by a legally recognized resident organization holding site control to the park. The resident organization can be a non-profit corporation or other specified entity formed by the residents of a mobile home park for the purpose of purchasing the mobile home park.

Site control will entitle residents to an actual interest in real property including a legally binding contract, which if the conditions of the contract are met, would result in the acquisition of an interest in real property.

Background

Mobile home parks represent a significant portion of the County's affordable housing stock. Often the tenants in the mobile home park are elderly and on fixed income. The conversion of these parks to other uses an displacement of the residents results in a number of socio-economic costs to the County. One available technique for preventing this situation is the purchase and subdivision of the park by the residents. The tenants gain in that they no longer pay rent, they have real equity interest, and they maintain their community with its informal support network. The County also gains because an important segment of the County's affordable housing stock is preserved for low income households.

A substantial obstacle to this transformation from renter to homeowner may be the County's subdivision process which often requires substantial levels of public improvements at considerable costs to the tenants. In many cases, these costs may represent the difference in whether the subdivision is economically possible for the residents. Since the County desires to maintain this form of affordable housing to the maximum extent possible, the County hereby establishes criteria which will permit, in certain circumstances, the waiver of the public improvement requirements under the Subdivision Ordinance.

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Policy

It is the policy of the Board of Supervisors that:

1. All subdivision applications for resident-initiated conversions of mobile home parks shall be filed pursuant to the County Subdivision Ordinance.
2. At the time of the required Major Pre-Application Meeting with the Department of Planning & Development Services, or prior to the filing of an application for a resident-initiated subdivision of an existing mobile home park, the applicant(s) shall file a feasibility report with the Department of Planning & Development Services for the purpose of making a threshold determination as to whether the application will qualify under this policy. The feasibility report will include, at a minimum, the following information:
  - a. Disclosure of all known fees and costs for the conversion process.
  - b. Documentation demonstrating that 66 2/3 percent of the residents of the mobile home park support the proposed conversion.
  - c. Declarations from those residents in support of the conversion that the Mobile homes are their principal place of residence. The mobile home park shall be deemed the principal place of residence for any existing residents who have placed their Mobile homes in the name of a person(s) who are related by blood, which shall include: parent, child, sibling, uncle, aunt, niece, nephew, grandparent or grandchild.
3. The Department of Planning & Development Services will prepare a written response to the feasibility report within 30 days of its filing.
4. The subdivision of mobile home parks permitted by this policy shall not result in the involuntary displacement of any current residents. Residents not participating in the subdivision may choose to stay or leave with the details relating to any compensation to be worked out on a case-by-case basis.
  - a. The applicant(s) shall ensure that no resident is involuntarily displaced from the project without proper notice, assistance and compensation. A resident who is offered an opportunity to remain in the park after the conversion through continuation of the tenancy at generally the same terms as existed prior to conversion shall not be considered involuntarily displaced.

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b. In all situations where a resident may be involuntarily displaced, the following shall apply:

(1) The project shall comply with the Mobile home Residency Law, Section 798, et. seq., of the Civil Code.

(2) Where the park is converted pursuant to the Subdivision Map Act, Division 2 of Title 7 of the Government Code, the project shall comply with Section 66427.4 of the Government Code.

(3) Prior to the conversion of a mobilehome park to another use, except pursuant to the Subdivision Map Act, Division 2 of Title 7 of the Government Code, or prior to closure of a mobilehome park or cessation of use of the land as a mobilehome park, the project shall comply with Section 65863.7 of the Government Code.

(4) Where applicable, the project shall provide assistance and payments consistent with the requirements of the Relocation Act Section 7260, et. seq. of the Government Code and the relocation guidelines contained in Chapter 6 (commencing with Section 6000) of Part I of this title.

5. Subdivision permitted by this policy may include conditions requiring a Compliance Survey inspection to the satisfaction of the Department of Planning & Development Services; however, such survey shall be limited to require improvements relating only to items of a health and safety nature.

6. Off-site public improvements for qualifying mobile home parks will be waived. However, nothing in this policy shall preclude off-site improvements that are required mitigation pursuant to the California Environmental Quality Act (CEQA). On-site public improvements relating specifically to on-site health and safety issues may be required. Any such improvements shall be identified in the department's response to the feasibility report.

Sunset Date

This policy will be reviewed for continuance by 12-31-19.

Board Action

06-25-86 (21)

07-26-88 (43)

12-12-89 (49)

04-14-99 (11)

06-23-04 (12)

12-09-08 (33)

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10-31-12 (4)

CAO Reference

1. Department of Planning & Development Services