

Exhibit B

Mariposa County

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Dear Nevada County Board of Supervisors,

This letter is to formalize the cooperation and funding agreement related to the collaborative Regional Early Action Planning (REAP) grant funded Mother Lode Region Accessory Dwelling Unit (ADU) Workbook projected being proposed in the Counties of Nevada, Amador, Calaveras, and Mariposa.

This project is based on a several technical assistance planning sessions where the California Department of Housing and Community Development engaged County Staff in scoping -Accessory Dwelling Unit Priorities in the participating Counties. A draft scope of work was produced and included in the Counties REAP application and attached here. The participating Counties understand that a regional ADU workbook will be applicable across the region in many ways but will also have to be unique to each County's development code and particular community characteristics.

Likewise the project funding is all from one State source, REAP, but the County contributions to this project are not equal. We propose that where applicable the workbook based on the scope below is shared a crossed the region and if a County is contributing additional funds, additional specific appendices can be produced for that County to use.

Mariposa County will draft and post a Request for Qualifications and then accept proposals based on the participating Counties REAP applications. All participating Counties will take part in the review and selection process of a qualified professional consultant. Once the contractor is selected, the Counties will further agree on their financial contributions based on the contractors proposed budget. The Counties also agree to contribute effort to the project steering committee.

REAP award contributions amounts

Amador	\$37,750
Calaveras	\$200,970
Mariposa	\$60,758
Nevada	\$45,000

Please let me know if you have any questions and thank you for your participation.

Sincerely,

Ben Goger
Housing Development Specialist

An Equal Opportunity Employer

Motherlode Region ADU Workbook

Project Summary

The Mother Lode Region (MLR) would like to encourage the development of Accessory Dwelling Units (ADUs), also known as second units to increase housing production. The MLR collaborative includes the following counties: Amador, Calaveras, Nevada, and Mariposa. The MLR would like to utilize a portion of each county's grant allocation from the Regional Early Action Planning (REAP) grant program for an ADU workbook. The respective contributions for the three counties will be Amador 37,750, Calaveras 200,970, Nevada 45,000, and Mariposa 60,758. The ADU workbook will be a tool for homeowners to encourage the development of ADUs. This workbook will streamline the process of development planning and provide guidance on how to approach on-site well/septic service(s) for the ADU.

Goals and Deliverables The goal of this work effort is to provide more information and hands-on resources that will motivate and encourage homeowners to develop ADUs. MLR will work together with a consultant to draft and implement this workbook. This workbook will include the following deliverables.

- A guide for permitting ADUs that includes timelines, requirements for submissions and permit fees. It will outline the requirements for constructing an ADU, highlight when reduced standards apply and clarify which ADUs are exempt from mitigation fees/permit fees, and the like. This will vary by County, so the workbook will need to be adjusted to reflect the needs of each agency.
- The workbook will include a checklist for planning of the ADU and could include examples of models that are pre-permitted. This scope assumes that the consultant will use example plans from the state toolkit and conduct thorough research on models and strategies appropriate for the region.
- As part of the workbook preparation, and as a result of outreach, a contact list of licensed contractors (including engineers, surveyors, etc.) willing to work within each county will be included. This list will not be a mandated list of contractors but a resource for homeowners.
- Examples of prefabricated units will be provided to each County for consideration and inclusion in the workbook. The concept is that at least four vendors per County will be identified, though more may be added if available.
- Summary costs of prefabricated units will be provided based on vendor information.
- As part of the workbook and vendor identification, the team will work with each County to ensure that the examples include appropriate design such as snow loads, wildfire hazard design, and consideration of historic districts.
- If possible, the prefabricated ADU will be provided for pre-permitting review by the building and health department of each county.
- The workbook will include examples of contractor bids if available and public, for construction of each ADU (not including site development costs). Ideally, estimates will be considered for both new prefabricated units and conversion of an existing accessory structure. Factors that would significantly influence cost/timing will be identified for consideration by the homeowner. Where possible this information will be taken from previous building permit(s), and interviews with the homeowner.
- Where possible, a list of incentives/strategies used by other jurisdictions for promoting the development of ADUs will be included.
- Both on-line and printed versions of the workbook will be provided.
- In addition to the workbook, online resources, checklists, FAQs, etc. and/or promotional materials for an ADU project will be prepared with links to other agencies, examples of completed units, press releases, and media materials.

- The workbook will include landlord Incentive promotional materials per county to link potential landlords to tenant support programs for seniors, veterans, CalWorks families, etc. encouraging development of ADUs alongside existing residences.
- Process for permitting. Every county has a different set of requirements from public health for onsite utilities (water/wastewater). As part of the county-specific workbook, these requirements will be outlined and both design and agency contact information provided.

Scope Items

- Community Engagement
- Draft Workbook: Consultant will draft a digital and hard copy homeowner manual to guide homeowners from initial interest to construction. While the base information will be applicable to all member agencies, as appropriate, each workbook will be tailored to the individual member.
- Summarize county’s ordinances and state laws: Summarize the key ADU standards in all counties. This matrix can help homeowners and designers know the rules and fees.
- Final Workbook: After receiving consolidated feedback from the MLR, the consultant will finalize the workbook.

Outreach The consultant will create an outreach plan for the counties. The consultant will hold one, region-wide outreach event that will launch the ADU workbook and provide opportunities for contractors, non-profit organizations, leaders, designers, etc. to discuss their services with the public.

PARTICIPATION AGREEMENT FOR MOTHERLODE REGION ACCESSORY DWELLING UNIT (ADU) WORKBOOK

By the signature of the authorized represented below the County of Nevada is agreeing to the following.

Participation in the review and selection of a qualified consultant to execute the project scope noted above.

Financial contribution of REAP funds as indicated in your County’s 2020 REAP application.

Attention: Brian Foss, Director of Planning
Nevada County

Agreed:

Authorized Representative Date

Printed Name and Title