



# Public Information

County of Ventura • Resource Management Agency • Planning Division

800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2488 • [www.vcrma.org/divisions/planning](http://www.vcrma.org/divisions/planning)

## Mobile Home Park Rent Review Board

The State of California gives power to the County of Ventura to have mobile home park rent control in the unincorporated area (not including cities that may have their own rent control).

The Board of Supervisors created an Ordinance and a Mobile Home Rent Review Board (RRB) in 1983.

Five Board members are appointed to the Board for three year terms.

### RENT REVIEW PROCESS

#### STEP 1: Owner Initiates Application

Mobile home park owners must submit a proposed rent change application to Planning staff. Mobile home residents must be informed in writing a minimum of 90 days prior to the effective date of any proposed rent change. There are four types of rent increases that may occur:

- **MINISTERIAL RENT INCREASE:** This is a Social Security Cost of Living based increase (minimum 2%, maximum 8%) correlated to the Social Security Administration. Rent may be increased only once per year. If ownership is transferred, the rent may be decontrolled with an increase in rent of \$72 or 15% of the park average rent, whichever is less, once every four years. The mobile home park owner submits the proposed rent schedule and proof of service, stating that each mobile home resident has been notified. There is no public hearing, and Planning staff must approve the increase if the appropriate steps in the process were completed.

For the allowable rent increase for this year, please contact the Staff Administrator, Dillan Murray at (805)654-5052 or via e-mail at [dillan.murray@ventura.org](mailto:dillan.murray@ventura.org)

- **DISCRETIONARY RENT INCREASE:** This type of increase may be requested by the mobile home park owner when he/she wishes to increase rent based on the facts and circumstances that his/her current park income is less than when the park was purchased.

- **UTILITY SEPARATION:** Utility costs may be separated from the base rent by the RRB and may change according to the rate increases of the utility. The rent is reduced by the amount equal to the utility cost as determined by the RRB.
- **COMPLETELY NEW CAPITAL IMPROVEMENT:** Space rent may be increased if a majority of the mobile home residents have consented to the expense for a new capital improvement, such as an electric gate or a pool.

#### STEP 2: County Staff Review

Planning staff reviews applications for completeness and consistency with the Mobile Home Park Rent Control Ordinance (Ordinance). For discretionary rent increase applications, information will be sent to the County Certified Public Accountant for review. The prepared staff analysis is available to the public by contacting Dillan Murray at (805)654-5052 or via e-mail at [dillan.murray@ventura.org](mailto:dillan.murray@ventura.org)

#### STEP 3: Public Hearing

The RRB hearings are typically held on the fourth Wednesday of the month, quarterly (every February, May, August, and November) or as needed, at 1:00 p.m. in the Multi-Purpose Room, Third Floor, Ventura County Government Center, Hall of Administration, 800 South Victoria Avenue, Ventura. Please contact Dillan Murray at (805)654-5052 or via e-mail at [dillan.murray@ventura.org](mailto:dillan.murray@ventura.org) for the most current RRB hearing schedule.

## STEP 4: Rent Review Board or Staff Decision

**MINISTERIAL RENT INCREASES** -- Planning staff must approve or deny the application based solely on whether or not the legal steps noted in the Ordinance have been followed. Based on this information, Planning staff will issue a resolution of approval or denial.

**DISCRETIONARY RENT INCREASES** -- After the RRB hearing, the RRB has up to 10 days to approve or deny the mobile home park owner's application. The RRB and Planning staff decisions are final and are not appealable, except to the courts.

## STEP 5: New Rent Effective Date

The new rent rate, if approved, will go into effect 90 days after the notice has been sent to mobile home residents. The new rate holds for a minimum of one year until the next application is submitted or when a decontrol is approved, whichever occurs first.

## RRB QUARTERLY PUBLIC HEARINGS

The RRB is currently holding general public hearings in February, May, August and November on the 4th Wednesday, 1:00 p.m., as noted above. The purpose of these meetings is to allow public comment on the rent review law and applications -- not on general mobile home park conditions.

## VACANCY DECONTROL

In September 2007, the Ventura County Board of Supervisors amended the Ordinance to allow owners to increase rent, once every four years, 15% of the average park rent or \$72, whichever is less, upon transfer of ownership; unless the tenant acquires and locates a new unit on the same space or unless transferred to any joint tenant or family relative by gift, devise, or operation of law.

## ITEMS NOT WITHIN THE AUTHORITY OF THE RENT CONTROL ORDINANCE

Planning staff and the RRB are often asked questions related to the various issues confronting mobile home parks that are not rent control issues. **The RRB or the Planning staff does not have the authority or the assignment to assist on anything except mobile home park rent control.** However, additional resources for seeking assistance on these issues are as follows:

Many tenant concerns such as leases, park rules and regulations, physical improvement standards, etc., are covered by the California Mobile Home Residency Law ([www.leginfo.ca.gov](http://www.leginfo.ca.gov)). See especially "management and homeowner meetings" (Section 798.53) and "maintenance of physical improvements in common facilities" (Section 798.84). You may also contact The California Ombudsman at (800) 952-5275 for more information on this law.

For tenant age issues, please call the United States Department of Housing and Urban Development at (800) 347-3739 or access their website at [www.hud.gov](http://www.hud.gov).

For issues pertaining to water quality, electric and gas line problems, septic, etc., please contact the California Department of Housing and Community Development at (916) 445-4782 or access their website at [www.hcd.ca.gov](http://www.hcd.ca.gov).

## OTHER RESOURCES

- The County of Ventura Self-Help Legal Access Center provides self-help resources for citizens on legal and court matters. The center is located in the Law Library of the Hall of Justice, County Government Center, 800 South Victoria Avenue, Ventura. Phone Number: (805) 654-3962.
- The Housing Rights Center provides housing counseling, discrimination issues, tenant rights, and tenant/landlord counseling. Phone Number: (800) 477-5977. Website: [www.hrc-la.org](http://www.hrc-la.org).
- Project Understanding provides resources for eviction protection. Phone Number: (805) 654-1326.
- The County of Ventura Mobile Home Rent Review Program: contact Dillan Murray at (805)654-5052 or via e-mail at [dillan.murray@ventura.org](mailto:dillan.murray@ventura.org)

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**This brochure is only a summary of the law; please read the Ordinance and/or consult with Planning staff before taking any action. The Ordinance can be viewed on the Planning Division website at:**  
**[www.vcrma.org/divisions/planning](http://www.vcrma.org/divisions/planning)**

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