



## CITY OF YUCAIPA APPLICATION FOR RENT INCREASE UPON SPACE VACANCY

The RA's decision approving a vacancy rent adjustment pursuant to YMC §15.20.050(B) and Section 3.0001(H) of the Administrative Rules, shall become the base rent upon which future rent adjustments shall be calculated for that space. Questions regarding your application may be directed to the General Services/City Clerk Department at 909/797-2489 ext. 221.

**Submit application via email to Kim Everts at [keverts@yucaipa.org](mailto:keverts@yucaipa.org) or mail to: The City of Yucaipa, General Services/City Clerk Department, 34272 Yucaipa Blvd., Yucaipa, CA 92399**

<b>SECTION I – APPLICANT</b>		
Mobilehome Park Name: _____		
Address: _____		
City: _____	State: _____	Zip Code: _____
Complete Name(s) of Park Owner(s): _____		
Park Owner's Mailing Address (P.O. Box is not acceptable): _____		
City: _____	State: _____	Zip Code: _____
Phone Number: _____	Email: _____	
<b>SECTION II – OWNER'S DECLARATION UNDER PENALTY OF PERJURY</b>		
I (We), _____ the undersigned, declare as follows:		
That I (we) am (are) the owner(s) or authorized representatives of _____		
Mobilehome Park, located at _____		
That I (we) am (are) involved in this request and have authorization to submit this application on behalf of the Mobilehome Park being applied for. I declare under penalty of perjury that the information provided is true and correct.		
Executed this _____ day of _____, 20____ at _____ California.		
Signed: _____	Print: _____	Capacity: _____
<b>SECTION III – MOBILEHOME SPACE INFORMATION</b>		
<b>No vacancy adjustment shall be imposed without Park Owner submittal of a complete application and prior approval of the RA in accordance with YMC §15.20.050 (B) or (C).</b>		
Pursuant to YMC §15.20.050 (B), a Park Owner may increase the last rent in effect on a space upon vacancy as defined in Subsection (1), (2), or (3), of §15.20.020 prior to such space vacancy, based on either one of the following (place a checkmark in the box that applies to this application):		
<input type="checkbox"/> Mobilehome was voluntarily removed by the Mobilehome owner who will no longer be a resident of the park.		
• Date Mobilehome was removed from park: _____ / _____ / _____		
• Space rent charged prior to removal: _____		
• Mobilehome was: <input type="checkbox"/> under a long-term lease <input type="checkbox"/> under rent control (check the one that applies)		
<input type="checkbox"/> Mobilehome was destroyed (by fire, flood, earthquake or another natural catastrophe), and the Mobilehome owner will no longer be a resident of the park.		
• Date Mobilehome was destroyed: _____ / _____ / _____		
• Space rent charged at the time of destruction: _____		
• First and last name of resident: _____		



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### SECTION III – MOBILEHOME SPACE INFORMATION (*continued*)

- Mobilehome is abandoned in-place, and the park owner gains title and sells the coach to a new resident.  
(An abandonment of a Mobilehome resulting from an eviction or other involuntary termination of tenancy of resident shall **not** apply.)
- Date Mobilehome was removed from park: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
  - Space rent charged prior to removal: \_\_\_\_\_  
(attach proof of title/judgement)
  - Space rent prior to abandonment: \_\_\_\_\_
  - Space No. the Mobilehome sits on: \_\_\_\_\_

### SECTION IV – VACANCY ADJUSTMENT PROCEDURES

A vacancy adjustment shall be calculated by the RA in accordance with the following provisions:

**STEP ONE:** The RA shall determine the last rent charged for the space prior to the vacancy, using the rent listed in the most recent City-approved annual registration form or annual rent adjustment, whichever is later. This rent shall be modified by any annual adjustments granted for comparable occupied spaces as of the date of filing a complete application. If there is no prior last rent charged for that vacant space, or the rent which was actually paid is unknown, or the park owner otherwise fails to document the last rent charged for the vacant space, the current rent to be listed for the vacant space in the application shall be the average of all space rents for comparable occupied spaces in the park, which were in effect on December 31, 1987, as modified by any annual adjustments granted for any comparable occupied space as of the date of filing of a complete application.

**STEP TWO:** The combined average of all rent-controlled spaces in the park shall be determined, using the rents listed in the most recent City-approved annual registration form or annual rent adjustment, whichever is later. The RA shall add ten percent (10%) to the average rent determined pursuant to this step **or** add thirty-five dollars (\$35) to the last space rent in effect for the space, as determined under Step One, whichever is less.

**STEP THREE:** The RA shall compare the amount determined in Step One with the amount determined in Step Two. The lesser of the two sums shall constitute the vacancy rent adjustment for the space and shall be set forth in the RA's decision.

### SECTION V – FOR OFFICIAL USE ONLY

Date Reviewed: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

**Vacancy Adjustment Calculation:**

<b>STEP ONE</b>	$\frac{\text{Last Rent Charged Prior to Vacancy}}{\quad} + \frac{\text{Annual Adjustments Granted}}{\quad} + \$35 = \frac{\text{Adjusted Space Rent}}{\quad}$
<b>STEP TWO</b>	$\frac{\text{Combined Average Space Rent}}{\quad} \times 10\% = \frac{\text{Adjusted Space Rent}}{\quad}$
<b>STEP THREE</b>	$\frac{\text{Final Approved Vacancy Adjustment New Space Rent}}{\quad}$ <p>(the lesser of the two sums in Steps One and Two)</p>

Date Approved: \_\_\_\_\_ Approved by: \_\_\_\_\_