



It shall be the duty of the person doing the work authorized by a permit to notify the building official that such is ready for inspection and to provide access to and means for proper inspection of such work.

PROPERTY OWNER: Take the following corrective action in conjunction with any other corrective actions in this Notice:

REQUEST INSPECTION AND PROVIDE ACCESS TO ALL PERMITTED WORK

3. LBMC 18.07.010 (A), LBMC 18.07.050 Inspection Required

All construction or work for which a permit is required shall be subject to inspection by the building official. It shall be the duty of the permit tee to cause the work to be accessible and exposed for inspection purposes.

PROPERTY OWNER: Take the following corrective action in conjunction with any other corrective actions in this Notice:

PROVIDE ACCESS TO, AND EXPOSE ALL CONSTRUCTION WORK FOR THE REQUIRED INSPECTIONS.

4. LBMC 18.03.020 (F) Entry Rights for Inspection

Whenever necessary to make an inspection to enforce any of the provisions of this title, or whenever the building official or his authorized representative has reasonable cause to believe that there exists in any building or upon any condition or code violation which makes such building or premises substandard, unsafe, dangerous or hazardous, the building official or his authorized representative may enter such building or premises at all reasonable times to inspect the same or to perform any duty imposed.

PROPERTY OWNER: Take the following corrective action in conjunction with any other corrective actions in this Notice:

PROVIDE ACCESS TO THE BUILDING OFFICIAL FOR INSPECTIONS.

NOTE: PROPERTY OWNER/ MANAGEMENT COMPANY SHALL PROVIDE ACCESS TO UNIT(S) TO VERIFY ALL VIOLATION(S) HAVE BEEN CORRECTED. FAILURE TO PROVIDE ACCESS BY THE COMPLIANCE DATE BELOW MAY RESULT IN A CITATION BEING ISSUED.

5. LBMC 18.07.040 Inspection Approvals Required

No work shall be done on any part of the building or structure beyond the point indicated each successive inspection without first obtaining the written approval of the building official. There shall be a final inspection and approval on all buildings when completed and ready for occupancy.

PROPERTY OWNER: Take the following corrective action in conjunction with any other corrective actions in this Notice:

REQUEST AND OBTAIN ALL THE SUCCESSIVE AND REQUIRED INSPECTIONS AND WRITTEN APPROVALS ON ALL WORK AND OBTAIN WRITTEN APPROVAL PRIOR TO OCCUPANCY.

06/16/2022 11:18

Should you have any questions regarding this notice we **ENCOURAGE** you to contact your inspector BRENT ALBANESE between the hours of 7:30 - 8:30 a.m. and 3:30 - 4:30 p.m. Monday through Thursday and 7:30 - 8:30 a.m. and 3:00 - 4:00 p.m. on Friday. **Meeting with inspector is by appointment only.**

5. LBMC 18.07.040 Inspection Approvals Required

No work shall be done on any part of the building or structure beyond the point indicated each successive inspection without first obtaining the written approval of the building official. There shall be a final inspection and approval on all buildings when completed and ready for occupancy.

PROPERTY OWNER: Take the following corrective action in conjunction with any other corrective actions in this Notice:

REQUEST AND OBTAIN ALL THE SUCCESSIVE AND REQUIRED INSPECTIONS AND WRITTEN APPROVALS ON ALL WORK AND OBTAIN WRITTEN APPROVAL PRIOR TO OCCUPANCY.

Should you have any questions regarding this notice we **ENCOURAGE** you to contact your inspector BRENT ALBANESE between the hours of 7:30 - 8:30 a.m. and 3:30 - 4:30 p.m. Monday through Thursday and 7:30 - 8:30 a.m. and 3:00 - 4:00 p.m. on Friday. **Meeting with inspector is by appointment only.**

By:

*Brent Albanese*

BRENT ALBANESE  
Combination Building Inspector  
(562)570-6840

06/16/2022 11:18



CITY OF  
**LONG BEACH**

Development Services  
Code Enforcement Bureau  
411 W. Ocean Boulevard, 4th Floor, Long Beach, CA 90802  
562.570.CODE (2633) | longbeach.gov/bds



**ADMINISTRATIVE CITATION**

Citation Number: CEAC279996	Violation Address: 3850 ATLANTIC AVE	PICO PROPERTIES LLC
Citation Issuance Date: June 16, 2022	LONG BEACH, CA 90807	ATTN: BRIAN AN
Citation Issuance Time: 11:11am		140 PAVILION PARK
Citation Service Date: June 16, 2022		IRVINE, CA 92618
Correction Date: June 30, 2022	APN: 7138-030-015	

**TOTAL FINES DUE \$500.00**

Pay the **TOTAL FINES DUE** as shown above and make the check out to the City of Long Beach.  
Also be sure to write the Citation number on the check.

Please include this receipt with payment and mail to:  
**Department of Development Services  
Code Enforcement Citation  
411 W. Ocean Blvd, 4th Floor  
Long Beach, CA 90802**

This information is available in alternative format by request at 562.570.3807  
For an electronic version of this document, visit our website at longbeach.gov/bds.

06/16/2022 11:18

**ATTACHMENT 1  
ADMINISTRATIVE CITATION INFORMATION SHEET**

**ATTACHMENT 1  
ADMINISTRATIVE CITATION INFORMATION SHEET**

Long Beach Municipal Code Chapter 9.65 provides for the issuance of administrative citations for Long Beach Municipal Code violations. The administrative citation program and the establishment of appropriate fines are intended to act as a reasonable deterrent in preventing Municipal Code violations.

**Fine Schedule**

Each day a violation exists constitutes a separate and distinct offense. Fines are imposed as follows: A \$100 fine will be imposed for the initial violation. A \$200 fine will be imposed for each instance of a second violation of the same code section committed within one year from the date of the initial violation. A \$500 fine will be imposed for any subsequent violation of the same code section committed within one year from the date of the initial violation. A \$500 fine will be imposed for each violation of Municipal Code Section 21.51.227 relating to illegal automotive repair work, Section 21.41.170 relating to illegal garage conversion for residential use, 18.02.020 relating to dangerous buildings, 18.04.010 relating to illegal change in occupancy, 18.04.010 for failure to comply with Title 18, Section 21.31.245(C) relating to unlawful dwelling units and LPMC Sections 18.04.010A, 18.04.010C, 18.04.010E and 18.04.010D all relating to unpermitted construction.

**Consequence of Failure to Pay the Fine**

Failure to pay (in full) within the specified time period may result in a 25% late charge, imposition of a special assessment and/or lien against the real property on which the violation occurred, filing of a claim with the small claims court for recovery of the fine and all costs associated with such filing, suspension and/or revocation of any City permits, business licenses, or land use approvals, or any legal remedy available to the City to collect such money.

**Consequence of Failure to Correct Violations**

Failure to correct violations within the specified time period may result in civil penalties, abatement, criminal prosecution, civil litigation, recording the violation with the County Recorder, and forfeiture of certain State tax benefits for substantial residential rental property. In the event violations for LPMC Section 9.65.930 Weed/Debris Abatement and LPMC Section 9.65.040 Inoperative Vehicle Abatement are not corrected by the specified date, in addition to the above consequences, the City may undertake abatement efforts, and thereafter impose a siting/cleaning/inoperative vehicle abatement levy for costs incurred by the City. Notice of Imposed Levy will be served on the Cited Party and must be paid no later than thirty (30) calendar days from the date of issuance of the Notice. Levy computation may include but is not limited to the following costs: administration and processing costs, cost of clearing or removal of weeds/debris/vehicles, photographs, dump fees, labor hours, equipment, staff (inspector, clerical, supervisor) time @ \$110.00 per hour, law enforcement assistance (if needed), and court costs. Failure to pay imposed levies as specified is subject to the same consequences established for failure to pay fines and/or correct violations as previously stated.

**Rights of Appeal**

A Cited Party may appeal administrative citations and imposed levies. For cited code violations, the appeal must be requested within thirty (30) calendar days from the date of service of the Citation. Appeals for imposed Weed/Debris and/or Inoperative Vehicle Abatement Levies must be requested within fifteen (15) calendar days from the date the levy notice was served. In emergency situations, such as violations of the City Health and Human Services Department's Safe At Home Order for Control of COVID-19, the appeal must be requested within twenty-four (24) hours from the time of service of the Citation. In order to appeal, a completed Request for Hearing form (available from the Code Enforcement Bureau or online at <https://www.longbeach.gov/publicassess/bds/assess/documents/form-request-for-hearing>) must be submitted to the Code Enforcement Bureau, together with a deposit in the full amount of the administrative fine plus any late charges and appeal fees. Board of Examiners, Appeals, and Condemnation appeal fees are \$60.00 per appeal or 5% of the fine amount, whichever is less. All charges, and/or levies must be submitted to the Department of Development Services located at 411 W. Ocean Blvd., 4th Floor, Long Beach, CA 90802. Requesting an appeal does not relieve the Cited Party from the requirement to correct all code violations as specified. Appeal fees are non-refundable.

Generally, the only relevant evidence considered on appeal is whether the violation(s) existed on the date and time the Administrative Citation was issued, whether the Cited Party is the Responsible Person who caused or maintained the violation(s), and whether imposed levies resulting from failure of a Responsible Person to correct weeds/debris and/or inoperative vehicle violations were reasonably calculated based upon abatement costs incurred by the City. If an appeal is denied, the entire deposit shall be retained by the City as payment in full of outstanding fines, late fees, and/or levies. If an appeal is upheld, the entire deposit, or in the case of violations, were reasonably calculated based upon abatement costs incurred by the City. Failure to properly file a written appeal within the appropriate time frame shall constitute a waiver of the Cited Party's right to appeal and seek judicial review.

**How to Pay Your Fine**

The amount of your fine is indicated on the front of this citation. You are required to pay your fine in full by the Correction Date noted on the citation. Please mail in your payment, including the attached payment remittance slip, in the envelope provided. Payment may be made by personal check, cashier's check, or money order payable to the City of Long Beach. Please write your citation number on your check or money order. Payment of the fine shall not excuse the failure to correct the violation nor shall it bar further enforcement action by the City of Long Beach.

**Contact Numbers**

Citation questions: contact your inspector at the number shown on your citation. Payment questions: contact the Department of Development Services, Code Enforcement Bureau at 562.570.CODE. Administrative Citations are governed by Long Beach Municipal Code Chapter 9.65.

06/16/2022 11:18

