**File #:** 20-0188, **Version:** 1

Recommendation to authorize Department of Development Services to process a refund in the amount of $11,000 to MemorialCare, for the property located at 2701 Atlantic Avenue. (District 6)

On December 5, 2019, MemorialCare paid $13,200 to renew a temporary certificate of occupancy (TCO) for a recently completed surface parking lot at 2701 Atlantic Avenue, where a new commercial building is under construction. The TCO renewal fees were for 11 months of occupancy, consistent with the planned completion of the building's construction. Upon further review, staff determined that $1,200 per month, which is the typical fee charged to generate full cost recovery for the inspection time necessary for the occupancy of a building/site, was not appropriate for the use of a parking lot. Staff have determined that $200 a month ($2,200 per year), will cover the needed oversight. The remaining amount will be refunded as an excess fee to MemorialCare.

In accordance with the Long Beach Municipal Code Section 3.48.040, which requires that refunds exceeding $10,000 be approved by the City Attorney and the City Council, authorization to process the refund is requested on behalf of the applicant.

This matter was reviewed by Assistant City Attorney Michael J. Mais on January 30, 2020, and by Budget Analysis Officer Julissa José-Murray on January 28, 2020.

City Council action is requested on March 10, 2020, to expedite processing of the refund.

The $11,000 in temporary certificate of occupancy fees will be refunded from the Development Services Fund Group in Development Services Department. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

LINDA F. TATUM, FAICP
DIRECTOR OF DEVELOPMENT SERVICES

APPROVED:

THOMAS B. MODICA
ACTING CITY MANAGER