

CAPISTRANO BAY DISTRICT  
AGENDA REPORT  
March 31, 2009

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*Financial Reports*

ITEM G.4

Property Owner Request for User Fee Rate Change

The property owner of 35119 Beach Road, occupied and used through February 28, 2009, as a *Double Living Unit (Duplex)*, has requested in writing to have his User Fee rate adjusted down to a *Single Living Unit*. Justification for the request is the fact that the owner has terminated the use as a rental duplex and is now occupying the unit as residential single family home.

This procedure has been Board-approved in the past on other duplex units that have been either demolished and rebuilt as single family residences or the duplex use has been changed to single family occupancy by choice of the owner. After Board approval, the property owner will then execute an affidavit attesting to maintaining the use of the residence as a *single living unit* and agrees to an automatic prorated adjustment back to the *double living unit* rate at such time as when the second unit becomes a rental again.

The owner has also requested and is fully entitled to a prorated deduction on the User Fees already paid at the *double living unit* rate, to be credited to his next billing cycle in July of the new fiscal year, in the amount of \$358.43. There are no outstanding District fees to assess against this proposed credit.