

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

RESOLUTION NO. 2025-012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING A REFUND OF A DESIGN STUDY PERMIT FEE IN THE AMOUNT OF \$1,869.75 TO HOLDREN LIETZKE ARCHITECTURE

WHEREAS, the applicant, Sonia Madrigal, submitted a Design Study Track One application, DS 24-331 (Susko), on behalf of property owners Kristin and Thomas Susko on October 30, 2024; and

WHEREAS, the applicant was assessed permit fees in the sum of \$2,493 for the review of the application and Planning Commission referral; and

WHEREAS, on January 24, 2025 the applicant submitted a request to withdraw the application; and WHEREAS, CMC Section 17.02.120 (Fees) allows a partial refund of permit fees in the amount of 75% for applications that are withdrawn before a determination has been made as to whether the application is complete; and

WHEREAS, the applicant submitted an application on October 30, 2024 and withdrew the application on January 24, 2025 prior to staff making a determination as to the completeness of the application; and

WHEREAS, the applicant is entitled to a 75% refund of the permit fee which amounts to \$1,869.75; and

WHEREAS, CMC Section 3.06.060 (Return of Funds) requires refunds of \$1,000 or more to be approved by the City Council.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Authorize a refund of \$1,869.75 which is 75% of the associated permit fees for a Design Study Track One application to Holdren Lietzke Architecture.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 3rd day of February, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dale Byrne, Mayor

Nova Romero, MMC, City Clerk