



Date: February 22, 2016
To: Patrick H. West, City Manager *P.H. West*
From: Amy J. Bodek, Director of Development Services *AJB*
For: Mayor and Members of the City Council
Subject: **2016 Application Period for Mills Act Property Tax Abatement Program**

The 2016 application period for the Mills Act Property Tax Abatement Program (Mills Act) will begin on Thursday, February 25, 2016, and will run through Friday, April 1, 2016.

On January 6, 2015, the City Council adopted revisions to the Mills Act and directed staff to implement the revised program. The Mills Act Program provides property tax relief to owners of historic properties in exchange for the rehabilitation and restoration of the given property. Staff has prepared the necessary forms and procedures to implement this program. An invitation to participate in the program is being mailed to all owners of designated historic landmark properties within the City (attached).

Development Services will be hosting a public workshop for all potential applicants on Saturday, March 12, 2016, at 10:30 a.m. at the Main Library. Additionally, staff will host a second meeting on Saturday, March 26, 2016, at 10:30 a.m. at the Dana Neighborhood Library.

Mills Act applications and a non-refundable processing fee of \$163.95 must be submitted by the deadline to be considered. Staff anticipates that applications will be reviewed by the Cultural Heritage Commission on Friday, June 13, 2016, and will be heard by the City Council tentatively in July 2016. Final property tax contracts are due to the County Recorder by December 28, 2016.

For further information regarding the Mills Act Program, please contact Christopher Koontz, Advance Planning Officer, at extension 8-6288.

AJB:ck

P:\Planning\Historic Preservation\Mills Act Program\2016 Mills Act Items\Mills Act Notification TFF

Attachment: Mills Act Program Invitation Letter

CC: Charles Parkin, City Attorney
Laura Doud, City Auditor
Tom Modica, Assistant City Manager
Arturo Sanchez, Deputy City Manager
Linda F. Tatum, Planning Manager



CITY OF LONG BEACH

DEPARTMENT OF DEVELOPMENT SERVICES

333 West Ocean Blvd., 5th Floor Long Beach, CA 90802 (562) 570-6288

PLANNING BUREAU

February 24, 2016

Dear Historic Property Owner:

You are receiving this letter because our records indicate that you own a designated landmark property located at _____. The City of Long Beach is now accepting applications for the Mills Act Property Tax Abatement Program (Mills Act), and would like to invite you to attend two important events to learn about how you may qualify and apply to receive economic incentives for the restoration and preservation of your property.

1. **Pre-Application Workshop, Saturday, March 12, 2016, at 10:30 a.m. at the Long Beach Public Library Lobby, 101 Pacific Ave.**
2. **Application Workshop, Saturday, March 26, 2016, at 10:30 a.m. at the Dana Neighborhood Library Meeting Room, 3680 Atlantic Ave.**

All potential applicants or their representative must attend the Pre-Application Workshop. Mills Act applications are processed once per year, during the application period. The deadline to submit an application is **Friday, April 1, 2016**.

The Pre-Application Workshop will feature an overview of the Mills Act and discuss eligibility requirements. The event will also review the process for preparing an application and calculating individual property tax savings. The Application Workshop will provide more specific information geared toward those interested in proceeding with the application process.

The Mills Act is a State program that is administered and implemented by local governments, and offers economic incentives to qualifying owners of historic or designated landmark sites upon agreement to rehabilitate, renew, and protect the given property. Under the Mills Act contracts, private owners receive tax relief in exchange for proper maintenance and preservation of the historical and architectural character of the property for an initial 10-year term.

Each tax situation may vary; however, the Mills Act is commonly of great value to those who have recently purchased a historic property, or property owners who may have a high tax burden due to a recent transfer or reassessment. There are currently 42 properties with Mills Act contracts in Long Beach.

For questions regarding the Mills Act, please call (562) 570-6288 or e-mail christopher.koontz@longbeach.gov. For additional information on the program, visit www.lbds.info/millsact/.

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February 18, 2016
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I look forward to meeting you and discussing this significant opportunity at the upcoming events. Thank you for your partnership and support as we continue to Build a Better Long Beach.

Sincerely,

Christopher Koontz, AICP
Advance Planning Officer