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CITY OF COSTA MESA
BY _____

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City Clerk
City of Costa Mesa
77 Fair Drive
Costa Mesa, CA. 92626

RE: **Development Application #PA-07-12 at 265 McCormick**

We are in receipt of a letter from Peter Naghavi, Manager of Transportation Services, regarding the City Traffic Impact Fee that will be conditioned on our project per the Development Application #PA-07-12. This letter is to request that the City Council approve a deferment of the City Traffic Impact Fee as noted in Mr. Naghavi's letter, primarily because this Conditional Use Permit application is requested for only a temporary period of time.

St. Andrews Church is in the process of renovating their Newport Beach church campus with completion scheduled for August of 2008 and move in scheduled for September of 2008. St. Andrews also has a pre-school and a non-profit after school childcare program that needs to remain operating during this renovation. St. Andrews located space at 265 McCormick that would fit their temporary needs for the off-site pre school and after school program until the renovation is complete.

The actual traffic impact from this facility will be minimal to the surrounding area because drop off and pick up happen after peak traffic hours. The facility will operate where the Pre-School children will be dropped off by 9 am, Monday through Friday, with pick up at 12 pm. The After School Program has drop off at 12 pm with pick up by 6 pm. The facility will hold approximately 105 students, 20 teachers, and two staff members. As part of the plan to minimize traffic impact, St. Andrews organizes parent carpools and busing of the students.

Since the previous use at the site was a school related use, only minor modifications are required. A few offices will be converted into classrooms, one staff restroom will be added, and any additional city requirements will be completed prior to occupancy. No expansion is planned for this existing facility.

Please contact us if you have any questions regarding this request. We hope that the City Traffic Impact Fees will be deferred for the temporary use of this facility.

Regards,

Shawn Reilly
Minister of Administration and Stewardship
St. Andrew's Presbyterian Church

CC: Costa Mesa City Council
Allen Roeder, Costa Mesa City Manager
Marc Puckett, Finance Director
Peter Naghavi, Transportation Services Manager
David Guder, St. Andrews Church
Robert Lawrence, Landworks