

# **Refund Policy for Building, Electrical, Gas and Plumbing Permits**

Permit fees are payable in full prior to the issuance of a permit and are non-refundable, except as otherwise provided below. Permit fees cover the cost of administration, plan reviews, inspections, and other services needed.

Fees for permits issued are eligible for partial refund only under the following circumstances:

- No work shall have taken place associated with the permit
- Refunds may only be requested by and paid to the party that paid the fee
- The request for a refund must be in writing or email and must provide cause as to why the permit is no longer required
- Request must be made within 90 days of the date the permit was issued
- Any decreased cost of construction resulting from the alteration of construction plans will not result in the refund of any amount of the paid permit fee

## **Application Fee**

A \$65 application fee will be deducted from all permit refunds.

## **Review Fee**

Permits that require plan review and/or inter-office review (such as new structures, additions, alterations, decks, etc.) are only eligible for a partial refund, provided they meet the other requirements. In addition to the \$65 application fee, a 20% review fee will be deducted from the refund.