



REQUEST FOR REFUND OF DEVELOPMENT-RELATED FEES

PROJECT ADDRESS				Activity/Permit # *	
Type of Fee:	<input type="checkbox"/> Bonds	<input type="checkbox"/> Deposits	<input type="checkbox"/> Fine Art	Amount Paid:	Date of Fee Payment:
	<input type="checkbox"/> Permit	<input type="checkbox"/> Plan Review	<input type="checkbox"/> Planning Application		
	<input type="checkbox"/> Park & Recreation	<input type="checkbox"/> School Fees	<input type="checkbox"/> Other _____		
PETITIONER INFORMATION					
Petitioner's Name (Must be payee):**			Phone:	Email:	
Street Address			City	State	Zip Code
Description of Circumstances Which Justify Refund of Fees:					
	<input type="checkbox"/> Supporting Documentation is attached to this refund application.				
Petitioner's Signature:				Date:	
FOR STAFF USE ONLY					
Action:					
<input type="checkbox"/> Approve Refund In Amount of \$ _____			<input type="checkbox"/> Deny Request for Refund		
Building & Safety Approval	Name	Signature		Date: / /	
Planning Approval	Name	Signature		Date: / /	
Director Approval	Name	Signature		Date: / /	
<input type="checkbox"/> Routed to Finance		Date: / /		<input type="checkbox"/> Petitioner Notified	Date: / /
<input type="checkbox"/> Routed to Records		Date: / /			

* One activity/permit per request form.

** Include proof of payment (copy of check, credit card statement, cash receipt) with this form.