



Proudly Serving Rural Routt County \* City of Steamboat Springs \* Town of Hayden \* Town of Oak Creek \* Town of Yampa \* Routt County School Districts

## **Permit Fee and Plan Review Fee Refund Policy**

March 12, 2019

**Refunds for withdrawn projects may be considered by the Building Official as follows:**

- 1. Permit Fee Refunds Prior to Issuance:** The Building Official may authorize refunding up to 80 percent of the permit fee paid when the Permit has not been Issued and no work has been started on the project.
- 2. Permit Fee Refunds After Issuance:** The Building Official shall not authorize the refunding of any Permit Fee paid except upon written application filed by the original permittee not later than 180 days after the date of Permit Issuance, upon review of the written request for the refund the Building Official will determine if the applicant is eligible for a refund. The Building Official may authorize refunding up to 80 percent of the Permit Fee paid.
- 3. Plan Review Fee Refunds:** The Building Official may authorize refunding up to 80 percent of the Plan Review Fee paid upon receiving written request for the refund from the Permit Applicant and no Staff time has been expended reviewing the plans and permit application.