

## BUILDING DIVISION – POLICIES AND PROCEDURES

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### PERMIT FEE REFUNDS

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**ISSUE:** Is it possible for building permit fees to be refunded if the work associated with that permit is never started?

**ANALYSIS:** Section 109.6 of the City of Golden's adopted building code states;

**109.6 Refunds.** The *building official* is authorized to establish a refund policy.

**Fee Refunds.** The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under the permit issued in accordance with this code.

The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any **plan reviewing is done**.

The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee no later than 180 days after the date of the fee payment.

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**POLICY:** It shall be the responsibility of the original permittee to determine whether the permitted project is going to proceed and to submit in writing the request for refunding of any fees paid in accordance with the stated section noted above. No fees will be refunded if any work has begun or after 180 days of the payment of the subject fees.