



IMPACT AND CAPACITY FEE REFUND APPLICATION FORM

This form, along with an authorized signature is required to process a refund. There is no fee for this form.

Property Information	For City Use Only
Address/Location: _____	Original BP No: _____
Assessor's Parcel No.: _____	Project Name: _____
Property Size: _____	Date Permit Issued: _____
	Date Fees Paid: _____
	Received by: _____
	Approved by (if applicable): _____

Contact Information

Owner: _____	Agent: _____
Firm (opt.): _____	Firm (opt.): _____
Phone: _____	Phone: _____
Email: _____	Email: _____
Address: _____	Address: _____
_____	_____

Refund Applications Based on 2008 Development and/or Capacity Fees Paid. Current owners of development that paid development fees pursuant to Resolutions No. 2008-086, 2008-087, 2008-088, 2008-089, 2008-090, 2008-091, 2008-092, 2008-093, 2008-094, 2008-096 and/or 2008-097 N.C.S. may apply for a refund of the difference, if any, between the total development fees that owner paid pursuant to the resolutions listed in this provision (“prior fees”), and the total development fees applicable to that development under the resolution(s) that superseded the resolutions listed in this provision (“current fees”), if the total amount of prior fees paid exceeds the total amount of current fees applicable to that development, subject to the following:

1. To be eligible for a refund, current development owners must certify in writing to the City that the owner has not recovered or is not recovering from third parties such as tenants or others the amount of the prior fee paid or the amount by which the prior fee exceeds the current fee.
2. Any refunds pursuant to this provision shall only be paid from existing, un-obligated, unspent Fee revenue balances. The City will have no obligation to pay refunds to any owner absent sufficient existing, un-obligated, unspent Fee revenue balance available for that purpose.

3. If existing, un-obligated, unspent Fee revenue balances are insufficient to cover eligible applications for refund, such eligible applications shall be paid refunds on a pro rata basis in accordance with applicable law.

Authorization of Agent and Declaration of Accuracy

I, _____, am the owner / agent of the property for which the refund is being requested. The above information and attached documents are true and accurate to the best of my knowledge. I have read and agree with all of the above and certify that the property owner has not recovered or is not recovering from third parties such as tenants or others the amount of the fee paid or the amount by which the prior fee exceeds the current fee.

Signature of Property Owner or Agent

Date

I, the owner, hereby do / do not authorize the agent to act on my behalf for this project and agree to allow employees or authorized agents of the City of Petaluma to process this application for refund.

Signature of Property Owner

Date