



**CITY OF AGOURA
HILLS
BUILDING & SAFETY DIVISION
30001 LADYFACE COURT
AGOURA HILLS, CA 91301**

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APPLICATION FOR REFUND OF FEES

AP-07

1-25-23

PLAN CHECK FEE REFUND

PERMIT FEE REFUND

Plan check/ Permit Number: _____ Date: _____

Project address: _____

Applicant's Name: _____

Mailing Address: _____

Email address: _____ Phone: _____

REASON FOR REFUND: _____

Copy of receipt and permit attached

Applicant's Signature: _____

Owner's Name _____ Owner's Signature: _____

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For Building & Safety Use Only

APPROVED

Authorized Signature: _____

NOT APPROVED

365 days have elapsed from the date of the submittal for plan check

Plan check has already been performed.

Project has commenced and inspection taken place.

Authorized Signature: _____

CBC 109.6.1 Refund Policy. *The plan review fee for any project that has been reviewed will not be refunded since the review has been conducted already. When a refund is requested for a project that has been reviewed, approved and a permit has been issued, but no work or inspections has taken place, the City will refund 80% of the original permit fee.*

There will be no refund given if the project has commenced and inspection taken place. The Building Official makes the final determination whether a refund is due for a specific project. [AHMC 8103(t)]