



Community Development Agency

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www.nevadacountyca.gov/3452/community-development-agency

950 Maidu Avenue, Suite #170
PO BOX #599002
Nevada City, CA 95959-7902

PH: (530) 265-1222
FAX: (530) 470-2939

REFUND APPLICATION

Date _____ Permit # _____

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Job Site APN _____ Job Site Address _____

Reason for Refund Request:

Signature _____ Phone # _____

For Internal Use

Only Date of Initial Payment _____

Initial Payment Amount _____

Less Non-Refundable Amount (_____
_____) Refund

Processing Charge (\$30.00)

Total Refund Amount \$ _____

Approved _____ **Denied** _____

Department Head Signature _____ Date _____



Community Development Agency - Refund Policy

Agricultural Commissioner – Building Department – Cannabis Compliance- Code Compliance-
Environmental Health – Planning – Public Works

Fees paid to the Community Development Agency, or its departments, for permits, applications, service requests or the like under authority by Resolution of the Board of Supervisors, may be refunded when requested in a timely manner.

A timely manner generally means that no County work on a permit, application or service request has begun. Timely would also reflect that any public hearings related to a permit, application or service request has not been set.

No refund will be considered if application for a refund is made more than 90 days from original payment.

Any County Ordinance that applies a refund policy for any specific fees, such as Solid Waste Parcel Charges, shall override this Agency policy.

All refund requests will be at the discretion of the Department Head or his/her designee and are subject to the following conditions:

- All refund requests must be made in writing.
- Refunds will only be made to the payee who paid such fees.
- All refunds are subject to a \$30 refund processing fee.
- Refund requests that amount to less than \$25 after all appropriate deductions shall not be refunded.