



Stage in Review Process				
Type of Fee	No time in Review	Review Started	Review Completed	Expired by Code
Operations fee	No refund	No refund	No refund	No refund
Flat review fee or review fee based on valuation, fixtures, devices, size, lots	20% non refundable, 80% refundable	20% non refundable, % of review not completed refundable	No refund	No refund
Review fee based on hourly billing	Balance of deposit	Balance of deposit	Balance of deposit	No refund
Stage in Construction Process				
Type of Fee	No Work Started	Work Started	Construction Completed	Expired By Code
State Building Code	No refund	No refund	No refund	No refund
Flat inspection fee or inspection fee based on valuation, fixtures, devices, size	20% non refundable, 80% refundable	20% non refundable, % of inspections not completed refundable	No refund	No refund
Inspection fee based on hourly billing	Balance of deposit	Balance of deposit	Balance of deposit	No refund

Note: If an issued Water Meter installation request is canceled, the fee is refunded at 100%.

1. Refunds for fees collected by the Development Services Department and not in the fee ordinance are refunded at the direction of the appropriate Director or specific ordinance. Current examples are –

- Issaquah or Renton School District – refunded if project not constructed
- Transportation Impact Fee – refunded if project not constructed

2. No refund less than \$10.00 (combined from all departments) will be processed, except as authorized by the appropriate Director. No balance due on a canceled application or permit less than \$10.00 (combined from all departments) will be collected.

3. Before any refund is released to the applicant, the following will be deducted from the refund amount: all fees or charges owed on the subject application or permit; all fees or charges owed on any associated application or permit; all monthly billed fees owed more than 60 days; any fees or charges that have been assigned to a collection agency. This specifically means that if an applicant has money due back on one project but owes fees for more than 60 days on a different project, we will use the refund to pay those fees. The purpose is to mitigate the potential loss to the City.

4. Any fee erroneously paid is 100% refundable.