

# FEE DEFERRAL APPLICATION

PLANNING SERVICES DIVISION

## PROJECT INFORMATION

Project Name \_\_\_\_\_

Project Address or Location \_\_\_\_\_

Permit Number(s) \_\_\_\_\_

## APPLICANT/AGENT INFORMATION *(the individual or entity financially responsible for the project)*

Applicant Name \_\_\_\_\_ Company Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_ City / State \_\_\_\_\_ Zip Code \_\_\_\_\_

As the owner of the subject property, I would like to formally request the deferral of impact fees as specified in the approved Economic Stimulus Package for Residential and/or Commercial Development for the property(ies) and the building permit(s) associated with the project referenced above.

I understand that the processing of my request will require a covenant to be recorded against the property(ies) acknowledging that all deferred fees will be paid prior to final building inspection or temporary or final certificate of occupancy, whichever occurs first.

I also agree to disclose this request to any and all potential subsequent owners in the event the property is transferred prior to final building inspection or temporary or final certificate of occupancy.

The following documents must be provided with the submittal of this application:

- Current Title Report (within 6 months) (Word version)
- Legal Description if not on Title Report (Word version)
- LLC operating agreement / articles of organization or INC. articles of incorporation

*I have read and understand the obligations regarding the filing and processing of the attached application. Further, the information submitted as part of this application, including statements ownership documents and answers contained herein, are in all respects true and correct.*

*I am the owner of record, or his/her authorized representative, of the property which is the subject of this application. I approve the action requested and request is hereby made for the fee deferral on the subject project.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

## For Departmental Use Only

Application Received _____	Approved Covenant Signed _____
Impact Fees Assigned _____	Conformed Copy Received _____
Covenant Created _____	Covenant Release Processed _____