



PERMIT REFUND & RENEWAL POLICY

In accordance with Section 109.6 of Chapter 1, Division 11 of the 2016 California Building Code, entitled "Refunds", the Refund Policy for the City of Merced Inspection Services Division shall be as follows:

The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The building official may authorize refunding of not more than eighty (80) percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

One extension shall be allowed that would extend the application to no more than 1 year after the adoption of new codes; 1 year after the adoption of new codes, if the permit has not been issued, new plans must be resubmitted for plan review that have been updated to the new codes and a new application fee paid. **THIS INCLUDES THOSE PERMITS FOR WHICH A MASTER PLAN IS IN PLACE.**

The building official may authorize refunding of not more than eighty (80) percent of the plan review fee paid when an application for a permit for which a plan review has been paid is withdrawn or canceled **before any plan reviewing is done.**

The building official may extend an unexpired building permit for a period of up to 180 days upon written request by the applicant showing good cause that circumstances beyond the control of the applicant prevented action from being taken.

No extensions of an expired, inactive, building permit shall be allowed that would cause the building permit to extend more than 1 year after the adoption of new codes; After or within 1 year after the adoption of new codes, if the permit has expired without any activity or final inspection, new plans must be resubmitted for plan review that have been updated to the new codes and a new fees paid.

The building official shall not authorize refunding of any fee paid except on written application filed by the applicant or permittee not later than 180 days after the date of fee payment. Payment shall be refunded to the party who paid for said fee.

Effective: 11/30/18