



**WALLA WALLA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT**

**310 W Poplar St., Suite 200**

**Walla Walla, WA 99362**

**509-524-2610**

**Submit request to: [permits@co.walla-walla.wa.us](mailto:permits@co.walla-walla.wa.us)**

**County Refund Request**

Refund paid to: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Permit/Project # \_\_\_\_\_

Project address: \_\_\_\_\_

Amount of fee paid: \_\_\_\_\_ Date paid: \_\_\_\_\_

Basis for refund: \_\_\_\_\_

**Land Development Application Fees:**

Per Walla Walla County Code (WWCC) 3.08.020 Refunds—All fees are nonrefundable except in cases when the processing of an application was terminated prior to the incurring of substantial administrative expenses. Refunds shall be made at the direction of the planning director.

**Building Permit Fees:**

Per WWCC Title 15 (in part) – The building official may authorize refunding of any fee, 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. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee or applicant not later than one hundred eighty (180) days after the date of fee payment.

Requestor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Requestor's Printed Name: \_\_\_\_\_

**OFFICE USE ONLY**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_ Refund Amount: \$ \_\_\_\_\_

Approved / Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

Description on check stub: \_\_\_\_\_ County Warrant #: \_\_\_\_\_

Please give check to: \_\_\_\_\_ Entered in TRAKit by: \_\_\_\_\_ Date: \_\_\_\_\_