

EXT 006 – NON-REFUNDABLE DEVELOPMENT SERVICES APPLICATION FEES

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Objective

To ensure that time spent on the processing of Planning, Health and Building applications is remitted.

Policy

That where an application for Planning, Health and/or Building approval has been submitted, no part of the application fee shall be refunded if withdrawn after a period of 7 calendar days from the date received.

Applications withdrawn within the 7 day period are eligible to receive a refund of 50% of the original fee.

Builders Registration Board (BRB) and Building & Construction Industry Training Fund (BCITF) levies, if applicable, will be refunded in full.

If an applicant claims exceptional circumstances, they may apply in writing to the CEO for consideration.

..... Policy Ends