



County of Lassen
Department of Planning and Building Services

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

August 8, 2022

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SUBJECT: Building Permit Refund Policy

This building permit refund policy is established in accordance with Section 3.18.100 (Waiver or refund of fees; attached) of the Lassen County Code and in accordance with Section 109.6 (Refunds) of the California Building Code (Adopted by the Lassen County Board of Supervisors at Section 12.08.010 of the Lassen County Code).

This policy shall establish the criteria that will be utilized to determine if an applicant's request for a refund of the Building permit fees will be granted and when the refund request will be denied. This policy shall establish the procedure by which building permit refund requests will be submitted to the Planning and Building Services Department and how the applicant will be notified of the decision.

Procedure:

Under the California Building Code, Section 109.6, and Lassen County Code Section 3.18.100 the Building Official and Department Director are authorized to establish a refund policy.

The refund of a building permit fee shall NOT be considered if:

1. The permit has already expired,
2. If any work has been initiated as permitted by that building permit and an inspection has been done, or
3. If the request is made more than 180 days from the issuance date of the building permit.

The only exception to this shall be the refund of any fee that was collected in error.

Any request for the refund of a fee associated with a building permit must be submitted in legible writing, in ink, and signed by the original permit holder.

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The plan check fee is not refundable if plan check has been completed.

The SMIP fee, the California Building Standards fee, and the document scanning fee will not be refunded, since those funds are dispersed to the State.

If the request is being disapproved, the Building official shall advise the person applying for a refund of their decision by certified mail within 21 days of receipt of the request. If approved, payment to be arranged by the Fiscal Officer.

MLA:gfn
Enclosures

Lassen County, California County Code

Title 12 BUILDINGS AND CONSTRUCTION

Article I. Building Code

Chapter 12.08 CALIFORNIA BUILDING CODE

12.08.010 Adoption.

12.08.030 Intent.

12.08.040 Wood shake or shingle construction prohibited in the unincorporated territory of the county of Lassen.

12.08.010 Adoption.

The most current edition of the California Building Code, including the State of California Amendments, based on the most recent version of the International Code Council's International Building Code, with additions, deletions and modifications as set forth in this chapter, is hereby adopted by the county of Lassen, for enforcement within the Lassen County jurisdiction, and will be further referred to as the "Lassen County Building Code." (Ord. 2022-03 § 5).

12.08.030 Intent.

The intent of Lassen County in this code adoption is to comply with state law, as written, and to protect the public safety, inalienable rights and general welfare of the citizens of Lassen County from fire, discriminatory access and other hazards attributed to the built environment. (Ord. 2022-03 § 5).

12.08.040 Wood shake or shingle construction prohibited in the unincorporated territory of the county of Lassen.

In addition to the requirements of the California Building Standards Code (Title 24 of the California Code of Regulations), wood shingles or wood shake construction for roofing or siding shall not be approved for new construction in the unincorporated territory of the county of Lassen, and shall not be allowed as to existing buildings when fifty percent or more of the roof or siding is to be replaced.

Due to local climatic, geographic and logistical concerns in Lassen County for the preponderance of conflagration and wildfires; Class A (fire resistant) roofing is required on all new construction, re-roofing and repairs where roofing material is to be replaced equaling fifty percent of the roofing material or greater. (Ord. 2022-03 § 5).

Contact:

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