

City of Brentwood
Planning and Codes Department
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◆ **Request for Refund**
Temporary Certificate of Occupancy Fee ◆

REVISED JUNE 29, 2014; Updated January 1, 2015

Permit #: _____

Date on Temp. C/O: _____

Payer Name: _____

Mailing Address: _____

Phone Number: _(_____)_____

Email: _____

Name to appear on check (if different): _____

Address to mail check (if different): _____

Chapter 14, Article III of the Code of Ordinances of the City of Brentwood;

Subsection 14-73. Temporary Certificate of Occupancy Fee

A \$2,000.00 fee shall be required for the issuance of a temporary certificate of occupancy for residential and commercial construction. Upon re-inspection, a sum of \$1,750.00 will be refunded to the person or entity that originally paid the fee, if all outstanding items are resolved within 60 days of issuance of the temporary certificate of occupancy and a full certificate of occupancy is subsequently issued as a result of such re-inspection.

***Issuance of refund check is not immediate and is subject to the policies of the City of Brentwood - Finance Department.**

Payer Signature

Print Name Clearly

Title

Date

Office Use Only

Codes Official Signature APPROVAL

Codes Official Signature DENIED

Date

Reason for Denial - Attach an additional sheet, if necessary
(This document revised June 29, 2014; Updated January 1, 2015)