



PERMITTING & INSPECTIONS DIVISION

Permitting & Inspections
645 Pine St.
Burlington, VT 05401
802-863-0442
www.burlingtonvt.gov/dpi
dpw-pinecustomerservice@burlingtonvt.gov

Specific to the Burlington City Code of Ordinances – Chapter 8 Section 8-28

RECONCILIATION OF PERMIT FEE FORM

SECTION I

Property Information

(* Required)

* Owner of Property: _____

* Phone number: _____ * Email Address: _____

Project information

* Project Address _____ * Building Permit # _____

* Name of permit applicant: _____

* Total cost of project paid by owner **TO INCLUDE ALL TRADES** \$ _____

* Owners Signature: _____

PLEASE ATTACH ALL SUPPORTING DOCUMENTATION FOR REFUNDS

*****CITY USE ONLY*****

SECTION II

Permitting & Inspections Use Only

Building..... \$ _____
Electrical.....\$ _____
Plumbing.....\$ _____
Mechanical.....\$ _____
Electrical Control.... \$ _____

Fire Alarm...\$ _____
Sprinkler.....\$ _____
Suppression...\$ _____
Other..... \$ _____

- A) **Actual total cost** of project paid by owner at the completion listed in Section I: \$ _____
B) Total **Estimated Cost** of construction taken from permit records in Section II: \$ _____

FEES OWED ON ADDITIONAL COST OF PROJECT

Line A is Larger than Line B:

C) Enter the difference in the two amounts as indicated in A & B above:

\$ _____ X.00850 = \$ _____

REFUND AMOUNT FOR OVER PAID PERMIT FEES

Line B is Larger than Line A:

D) Enter the difference in the two amounts as indicated in A & B above:

\$ _____ X.00850 = \$ _____

* Name & address receiving refund: _____

Building Inspectors Signature _____

Director of Permitting & Inspections Signature _____

(Signature required for refund amounts indicated in line "D")