



SARATOGA

California

Community Development Department

13777 Fruitvale Avenue

Saratoga, CA 95070

www.saratoga.ca.us/cdd

408.868.1222

FEE/ DEPOSIT AGREEMENT

As the applicant/agent, for the application(s) listed below, I hereby agree to pay all fees due in connection with the City of Saratoga's application review process and (if required in connection with my application) to maintain funds on deposit with the City as set forth below. I understand that application related charges include non-refundable flat fees and may include the cost of services charged by City consultants, surcharges applied for City overhead, and other fees. All fees and deposits will be charged and required only in accordance with the City's fee schedule in effect at the time the fee is charged, or deposit required.

Applications and Fees/Deposits Required This agreement applies to the following application(s) for approvals from the City of Saratoga

Application Numbers: _____

Project Site Address: _____, Saratoga, California

OWNER INFORMATION	AGENT INFORMATION (if applicable)
Mailing Address: _____ _____ _____	Mailing Address: _____ _____ _____
Phone: (_____) _____ E-mail: _____	Phone: (_____) _____ E-mail: _____

The initial fees and deposits required for the project are shown on the attached worksheet. The total fees and deposits paid at the time of this agreement are:

Fees Paid: _____

Deposits Paid: _____

City Receipt Number: _____

During the course of application review and project design the City may determine that additional approvals or forms of review are required that require payment of fees or deposits. This agreement may be supplemented by attaching additional worksheets showing such fees or deposits.

Fees

I understand that:

- (1)** No review of my application may proceed until the fees referenced above have been paid to the City;
and
- (2)** An application is deemed abandoned and a payment of a new fee required for reinstatement of the application if the project remains inactive for more than 180 days during the period prior to the final discretionary approval or, following such approval, for a period exceeding any requirements in the approval or City Code required for diligent development of the project.

Deposits

I understand that the deposit amount listed above is an initial estimate. One or more additional deposits may be required if the initial deposit is not sufficient to cover the time and expenses associated with processing the application.

The owner and agent will be notified at the addresses above if staff determines that additional funds will be required to continue processing the application. I will provide the additional funds within 60 days of the date of the notice. I understand that staff will cease processing my application when all deposit funds are used and that my application will be considered abandoned if I fail to provide the additional required funds within 60 days of the date of the notice. I understand that such abandonment is irrevocable and that any further consideration of the application will require filing a new application.

Any deposit funds not used will be returned to owner by the City within 60 days of the final decision on all City applications for the project, or withdrawal or abandonment of the application. The final decision typically occurs following issuance of the final ministerial approval for the project (e.g., final building inspection) or when the project is denied. Applications may be withdrawn by the applicant/owner at any time or may be abandoned as described in the preceding paragraph.”

In case of change of ownership of the subject property, I will be responsible for any and all charges up to the time I notify the City of such a change and withdraw or transfer the application.

Approval

I hereby agree to this Fee/Deposit Agreement. If I am not the owner of the property referenced in this application, I certify that I have been authorized by the owner to agree to the terms of this agreement both on my own behalf and on behalf of the owner.

Date: _____

Signature: _____

Printed Name: _____