

**CITY OF LITTLE FALLS**  
**POLICY**

Number 85

SUBJECT: Housing and Redevelopment Authority, Reimbursement of Certain Building Permit Fees to Nonprofit Organizations

DATE COUNCIL APPROVED: 09/19/22

LOCATION IN MINUTES: Motion

**Introduction**

The Little Falls City Council determined in 2010 it would not refund or waive permit fees for any reason. This is due to the City paying its Building Official based on the fees generated through these permits. The Housing and Redevelopment Authority (HRA) has determined it will consider reimbursing permit fees for new construction single-family residential dwellings to a non-profit organization based on the following criteria:

**Policy**

1. A nonprofit will pay their full permit fee to the City of Little Falls for any new construction single-family residential dwellings.
2. A non-profit may apply for reimbursement of new construction single-family residential dwelling permit fees through the Housing and Redevelopment Authority.
3. The amount eligible for reimbursement shall be 50% per permit, capped at a maximum of \$1,000 reimbursement per permit.
4. Proof of nonprofit status will be required at the time of the request.
5. The following items are eligible for the 50% reimbursement:
  - Permit Fee
  - Plumbing Fee
  - Mechanical Fee
  - Sewer/Water Fee
6. The following fees are not eligible for the 50% reimbursement:
  - Plan Review
  - State Surcharge
  - SAC/WAC Fee