



Baldwin County Commission

Legislation Text

File #: 19-1186, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 5/14/2019

Item Status: New

From: Joey Nunnally, P.E., County Engineer

Seth Peterson, P.E., Construction/Development Manager

Mary Booth, Permit Subdivision Coordinator

Submitted by: Laurie Rumbaugh, Office Administrator

ITEM TITLE

Case S-19023 - Kirkland Subdivision - Refund Application Fees

STAFF RECOMMENDATION

Take the following actions:

1. Authorize Staff to refund a Variance application fee of \$250.00 and Final Plat application fee of \$350.00 for a total of \$600.00 to Ms. Tammy Kirkland; and
2. Authorize the Interim Clerk/Treasurer to process an interim check for refund.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The applicant has withdrawn her variance request application and final plat application for Case S-19023 - Kirkland Subdivision. Permit Staff has not performed any reviews for this case and the Permit Subdivision Coordinator respectfully requests the application fees in the amount of \$600.00 be refunded to the applicant.

FINANCIAL IMPACT

Total cost of recommendation: \$600.00

Budget line item(s) to be used: 111.45690

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?

N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Accounting Staff send Ms. Kirkland a check for \$600.00.

Action required (list contact persons/addresses if documents are to be mailed or emailed):

Contact:

Tammy Kirkland

Post Office Box 693

Lillian, Alabama 36549

Additional instructions/notes: N/A