



Community Development Department

9291 Old Redwood Highway

P.O. Box 100

Windsor, CA 95492-0100

Planning 707-838-1021

www.townofwindsor.ca.gov

Town Attorney Agreement

Project Name: _____

Project Address: _____

Project Assessor Parcel Number: _____

The Town Council adopted Resolution 1559-03 which authorized a cost recovery system for time spent by the Town Attorney when reviewing development applications processed by the Planning Division.

To comply with the Council's direction, the Planning Division will collect a deposit of \$_____ to cover the cost of the Town Attorney's time to review these documents. This initial deposit represents 20% of all Planning Application Fees.

Per Resolution 1559-03, the following applies to all applications that require a Town Attorney deposit.

- Applicant agrees to be responsible for the payment of all Town Attorney costs and fees, both direct and indirect, associated with the processing of this application.
- In addition to the initial deposit made at the time of the application submittal, the applicant may be required to make further deposits for anticipated work. Invoices are due and payable within thirty (30) days. No work shall proceed until deposits are received.
- Any portion of this deposit that is not used by the Town Attorney will be refunded to the applicant.

I have read this information and agree to submit the deposit as described above.

Applicant name (print): _____

Applicant signature: _____ **Date:** _____