

# CDD PROGRAM APPLICATION

Apply for your CDD Review and Final or for a refund for your CDD Deposit by submitting this application through Green Halo (see [sjenvironment.org/CDD](http://sjenvironment.org/CDD) for account creation) OR fill out this application and email it with the required documentation to [CDDProgram@sanjoseca.gov](mailto:CDDProgram@sanjoseca.gov).

Please Check One:       CDD Review & Final       CDD Deposits

## Complete Sections 1 and 2 below.

### Section 1

Permit Number \_\_\_\_\_

Deposit Paid (if applicable) \$ \_\_\_\_\_

Project Address \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

### Section 2

I certify that the information provided with this application represents disposition of at least 90% of the materials generated from this project. Furthermore, I certify that this information represents materials generated only from the project above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Any associated check(s) will be sent to the name and address on the Permit Receipt - in the box marked "Received From". If associated check(s) are to be sent to a person or address other than the listed party in the "Received From" box on the permit receipt, please complete Section 3 and 4 on the right side of this application.

If any applicable check is to be sent to a person or address other than the "Received From" party listed on the permit receipt, complete Sections 3 and 4 below *in addition to Sections 1 and 2*.

### Change of Address

(To be completed by "Received From" party listed on Permit Receipt)

### Section 3

By signing below, I hereby direct any refund associated with Permit Number \_\_\_\_\_

to be sent to the name and address listed in Section 4.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

### Section 4

#### New Name / Address

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Please review any and all requirements to ensure all necessary documentation is included with this application.

Applicants for the CDD Review and Final must submit the application before receiving the building final inspection. Applicants for the deposit refund must submit the application within 365 days following the project/permit becoming inactive for any reason. This includes but is not limited to the termination or cancellation of any permit/project, or final sign-off by the City Building Department.

**For City official use only**