



New Single-Family Residences or the Remodel, Addition, or Repair of an Existing Single-Family Residence may be eligible for a permit fee waiver if the following criteria are met:

- a) Applicant must own the property or the existing residence.
- b) Applicant must be experiencing Economic Hardship, defined under Port Angeles Municipal Code (PAMC) 17.08.030.
- c) Owner must submit to Community and Economic Development (CED) a complete Economic Hardship Fee Waiver Application on a form provided by CED.
- d) Applicant must be the owner of the property for two years following the issuance of the fee waiver. If the house sells prior to two years, the applicant shall reimburse the City.
- e) The applicant shall enter into a contract with the City.
- f) This program ends on December 31, 2029.

To obtain a hardship exemption applicants income must be at or below 65% area median income (AMI) *or* provide documentation that the applicant is currently receiving one of the following benefits:

- Senior Property Tax Exemption from the Clallam County Assessor’s Office
- Utility Discount through the City of Port Angeles or Clallam County PUD
- Temporary Assistance to Needy Families (TANF)
- Disability through the Social Security Administration

To apply for a hardship exemption please fill in the information below, attach supporting documentation including pay stubs, W2’s, social security award letter, documented approval for benefit programs listed above or any other financial information that demonstrates income levels, as applicable, and submit to the address listed at the bottom of the form. Please note that applications that do not provide documentation of hardship will not be accepted as complete and will not be processed. City Staff will provide an exemption letter if the application is approved.

Name: _____

Address: _____

Phone Number: _____

Email: _____

Number of Members in Household _____

By signing this self-attestation form, you are declaring that you experienced economic hardship and the information provided on this form is accurate and complete.

1. The City reserves the right to audit any of the information provided.
2. Submitting this form is not a guarantee of eligibility for hardship exemption.
3. The willful provision to the City of false information shall forfeit eligibility for future exemptions. Additionally, repayment of any costs incurred or that should have been charged will be required based on such false information.

Signature

Date

Please return completed applications to City of Port Angeles Finance Department; 321 E. 5th Street; Port Angeles, WA 98362, or by email to utilities@cityofpa.us.

CITY EMPLOYEE USE ONLY:

Amount of exemption (if applicable): _____

Staff Review Initials and Date: _____

Approved/Denied: _____