

(845) 928-6911, Ext. 51

Phone

(845) 928-7263

Fax

VILLAGE OF WOODBURY
BUILDING DEPARTMENT

Office Location: 455 Route 32, Highland Mills, NY 10930

Mailing Address: P.O. Box 546, Central Valley, NY 10917

Gary Thomasberger, Building Inspector/Code Enforcement Officer

John Hand, Asst. Building Inspector/Code Enforcement Officer

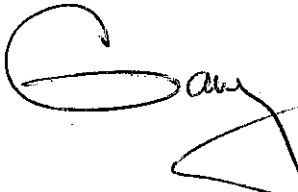
Email: buildingdepartment@villageofwoodbury.com

RECEIVED

JAN 08 2020

VILLAGE OF WOODBURY

TO: Tim Egan, Mayor
Village Board Members

FROM: Gary Thomasberger
Building Inspector/Code Enforcement Officer 

DATE: January 6, 2020

RE: Sunrun Installation Services Request for Return of Building Permit Fee
For Cancellation of Job – 39 Woodland Rd. BP #19-4041

CC: Desiree Potvin, Village Clerk

Attached is correspondence from Sunrun Installation Services. They applied for and received a building permit to install solar panels at 39 Woodland Road. The homeowner has decided not to move forward with the project. The company is requesting that the fee paid to the Village for the permit be refunded to them.

At this time, I would recommend a refund of a portion of the fee paid with a portion to be retained to compensate for the Building Department Review of this project. The total fee paid was \$155.00. I suggest retaining a minimum of \$50.00.

If you have any questions, please contact me.

RECEIVED

JAN 03 2020

WOODBURY BLDG. DEPT.



SUNRUN

Sunrun Installation Services Inc.
227 N. Route 303
Congers, NY 10920
1.885.4SUNRUN
sunrun.com

211-1-66

December 30, 2019

Village of Woodbury
Building Department
PO Box 546
Central Valley, NY 10917

To Whom It May Concern,

The purpose of this letter is to request the cancellation and refund of fees paid, of the Building Permit for the photovoltaic solar project located at 39 Woodland Road. Building Permit # 19-4041. The homeowner, Peter Nyarkoh has decided not to move forward with the project.

Thank you for your consideration.

Regards,

A handwritten signature in black ink, appearing to read 'Jaclyn Sgro', with a long horizontal flourish extending to the right.

Jaclyn Sgro
227 N. Route 303
Congers, NY 10920
845-271-9524
Jaclyn.sgro@sunrun.com