



City of Burlingame Master Fee Schedule

EFFECTIVE ON JULY 1, 2019

Updated fees charged in connection with the filing, accepting, reviewing, approving or issuance of an application, permit or entitlement will be effective on July 5, 2019.



Proposed Master Fee Schedule

CITY-WIDE FEES

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Returned Check	Resolution No. 31-2003	\$30.00	No Change
Copying of Routine Document (Copies of sizes other than 8- ½" by 11" or 8 - ½" by 14" or 11" by 17 or color copies will be charged at cost) To be paid in advance	Gov't Code § 6253(b)	\$0.25 per page	No Change
Copies of Reports/Statements filed pursuant to Political Reform Act	Gov't Code § 81008	\$0.10 per page	No Change
Audio tape copies (except for Police) If blank tape supplied	Resolution No. 32-2009	\$18.00 per tape	No Change
If no tape supplied	Resolution No. 32-2009	\$18.00 per tape plus purchase costs of tape	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>BUILDING PERMIT FEES BASED ON TOTAL VALUATION</u>			
\$1.00 to \$500.00	Resolution No. 27-2011	\$37.00	No Change
\$501.00 to \$2,000.00	Resolution No. 27-2011	\$37.00 for the first \$500.00 plus \$5.28 for each additional \$100.00 or fraction thereof up to and including \$2,000.00	No Change
\$2,001.00 to \$25,000.00	Resolution No. 27-2011	\$116.00 for the first \$2,000.00 plus \$22.15 for each additional \$1,000.00 or fraction thereof up to and including \$25,000.00	No Change
\$25,001.00 to \$50,000.00	Resolution No. 27-2011	\$625.00 for the first \$25,000.00 plus \$16.30 for each additional \$1,000.00 or fraction thereof up to and including \$50,000.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
\$50,001.00 to \$100,000.00	Resolution No. 27-2011	\$1,032.00 for the first \$50,000.00 plus \$11.07 for each additional \$1,000.00 or fraction thereof up to and including \$100,000.00	No Change
\$100,001.00 to \$500,000.00	Resolution No. 27-2011	\$1,585.00 for the first \$100,000.00 plus \$9.40 for each additional \$1,000.00 or fraction thereof up to and including \$500,000.00	No Change
\$500,001.00 to \$1,000,000.00	Resolution No 27-2011	\$5,345.00 for the first \$500,000.00 plus \$8.57 for each additional \$1,000.00 or fraction thereof up to and including \$1,000,000.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
More than \$1,000,000.00	Resolution No. 27-2011	\$9,630.00 for the first \$1,000,000.00 plus \$5.80 for each additional \$1,000.00 or fraction thereof	No Change
<u>OTHER BUILDING PERMIT FEES</u>			
Building inspections outside normal business hours	Resolution No. 27-2011	\$240.00 per hour (minimum charge of 2 hours)	\$248.00 per hour (minimum charge of 2 hours)
Re-inspection fees (minimum – one hour)	Resolution No. 27-2011	\$240.00 per hour	\$248.00 per hour
Energy Upgrade California Basic Package	Resolution No. 27-2011	\$238.00	No Change
Advanced Package		\$476.00	No Change
General fire inspections for new building and tenant remodels limited to building permits of commercial or multi-family residential	Resolution No. 27-2011	Determined by CCFD – pass-through costs	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>PLAN REVIEW FEES</u>			
Basic Fee – Building Division	Resolution No. 104-2002	65% of Building Permit Fee	No Change
Energy Plan Check Fee (where applicable; includes review of Green Points Checklist)	Resolution No. 104-2002	Additional 25% of Building Permit Fee	No Change
Disabled Access Plan Check Fee (where applicable)	Resolution No. 104-2002	Additional 35% of Building Permit Fee	No Change
Review of Request for Alternate Materials and Methods	Resolution No. 27-2011	\$293.00 per hour	\$303.00 per hour
Review of Unreasonable Hardship Request	Resolution No. 27-2011	\$293.00 per hour	\$303.00 per hour
Planning Department Plan Check Fee (where applicable) Minimum fee of \$80.00	Resolution No. 104-2002	Additional 25% of Building Permit Fee	No Change
Plan Revisions for Planning Department	Resolution No. 27-2011	\$293.00 per hour	\$303.00 per hour
Plan Revisions Subsequent to Permit Issuance	Resolution No. 27-2011	\$293.00 per hour plus cost of any additional review	\$303.00 per hour plus cost of any additional review



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Engineering Division Plan Review (where applicable)	Resolution No. 104-2002	Additional 25% of Building Permit Fee	No Change
Imaging Fee	Resolution No. 104-2002	Additional 5% of Building Permit Fee with minimum fee of \$5.00	No Change
Arborist Review	Resolution No. 33-2008	\$238.00	\$246.00
<u>PLUMBING PERMIT FEES</u> *These fees do not include connections fees, such as for sewer connections or water meter fees charged by other City departments nor any fees charged by public utility companies.			
For issuance of each plumbing permit	Resolution No. 27-2011	\$46.00	No Change
**The following items are in addition to the Basic Permit Issuance Fee:			
<u>New Residential Building</u> - including all plumbing fixtures, connections and gas outlets for new single- and multi-family buildings	Resolution No. 32-2009	\$0.13 per square foot of habitable area	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Fixtures and vents</u> For each plumbing fixture or trap (including water and waste piping and backflow prevention)	Resolution No. 27-2011	\$20.00	No Change
<u>Sewer and interceptors</u> For each building sewer	Resolution No 27-2011	\$71.00	No Change
For each industrial waste pretreatment interceptor (except kitchen-type grease traps)	Resolution No. 27-2011	\$60.00	No Change
<u>Water Piping and Water Heaters</u> For installation alteration or repair of water piping or water-treatment equipment	Resolution No. 27-2011	\$60.00	No Change
For each water heater including vent	Resolution No. 27-2011	\$60.00	No Change
<u>Gas Piping Systems</u> For each gas piping system of one to five outlets	Resolution No. 27-2011	\$39.00	No Change
For each additional outlet over five	Resolution No. 33-2008	\$8.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Irrigation Systems and Backflow Prevention Devices</u>			
Irrigation systems including backflow device(s)	Resolution No. 27-2011	\$60.00	No Change
Other backflow prevention devices: 2 inches (50.8 mm) and smaller	Resolution No. 27-2011	\$60.00	No Change
Over 2 inches (50.8 mm)	Resolution No. 27-2011	\$60.00	No Change
<u>Swimming Pools</u> For each swimming pool or spa, all plumbing:			
Public pool	Resolution No. 27-2011	\$242.00	No Change
Public spa	Resolution No. 27-2011	\$182.00	No Change
Private pool	Resolution No. 27-2011	\$242.00	No Change
Private spa	Resolution No. 27-2011	\$182.00	No Change
<u>Miscellaneous</u> For each appliance or fixture for which no fee is listed	Resolution No. 27-2011	\$39.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Inspections outside normal business hours	Resolution No. 27-2011	\$240.00 per hour (minimum charge of 2 hours)	\$248.00 per hour (minimum charge of 2 hours)
Re-inspection fees (minimum – one hour)	Resolution No. 27-2011	\$240.00 per hour	\$248.00 per hour
Inspections for which no fee is specifically indicated (minimum charge is one-half hour)	Resolution No. 27-2011	\$240.00 per hour	\$248.00 per hour
Imaging fee	Resolution No. 32-2009	Additional 5% of plumbing permit fee with minimum fee of \$5.00	No Change
Plan review (where applicable)	Resolution No. 104-2002	Additional 25% of plumbing permit fee	No Change
<p style="text-align: center;"><u>MECHANICAL PERMIT FEES</u></p> <p>*These fees do not include connections fees, such as for sewer connections or water meter fees charged by other City departments nor any fees charged by public utility companies</p>			
<u>Basic Permit Issuance Fee</u> For issuance of each mechanical permit**	Resolution No. 27-2011	\$46.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
**The following items are in addition to the Basic Permit Issuance Fee:			
<u>New Residential Building</u> including all mechanical work including appliances, exhaust fans, ducts, and flues	Resolution No. 32-2009	\$0.11 per square foot of habitable area	No Change
<u>Furnaces</u> To and including 100 MBTU	Resolution No. 27-2011	\$60.00	No Change
Over 100 MBTU	Resolution No. 27-2011	\$60.00	No Change
<u>Boilers, compressors, absorption systems</u> To and including 100 MBTU or 3HP	Resolution No. 27-2011	\$60.00	No Change
Over 100 MBTU or 3 HP	Resolution No. 27-2011	\$60.00	No Change
<u>Air Conditioners</u>	Resolution No. 27-2011	\$60.00	No Change
<u>Air Handlers</u> To 10,000 CFM including ducting	Resolution No. 27-2011	\$39.00 each	No Change
Over 10,000 CFM	Resolution No. 27-2011	\$60.00 each	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Ventilation and Exhaust</u>			
Each ventilation fan attached to a single duct	Resolution No. 27-2011	\$20.00 each	No Change
Each hood including ducts	Resolution No. 27-2011	\$31.00 each	No Change
<u>Miscellaneous</u>			
For each appliance or piece of equipment not specifically listed above	Resolution No. 27-2011	\$31.00 each	No Change
<u>Inspections outside normal business hours</u>	Resolution No. 27-2011	\$240.00 per hour (minimum charge of 2 hours)	\$248.00 per hour (minimum charge of 2 hours)
<u>Re-inspection fees</u> (minimum charge is one hour)	Resolution No. 27-2011	\$240.00 per hour	\$248.00 per hour
<u>Inspections for which no fee is specifically indicated</u> (minimum charge is one-half hour)	Resolution No. 27-2011	\$240.00 per hour	\$248.00 per hour
Imaging fee	Resolution No. 32-2009	Additional 5% of mechanical permit fee with minimum fee of \$5.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Plan review (where applicable)	Resolution No. 104-2002	Additional 25% of mechanical permit fee	No Change
<u>ELECTRICAL PERMIT FEES</u>			
*These fees do not include connections fees, such as for sewer connections or water meter fees charged by other City departments nor any fees charged by public utility companies			
**The following items are in addition to the Basic Permit Issuance Fee:			
For issuance of each electrical permit**	Resolution No. 27-2011	\$46.00	No Change
New Residential Building - including all wiring and electrical devices in or on each building, including service	Resolution No. 32-2009	\$0.11 per square foot of habitable area	No Change
<u>SYSTEM FEE SCHEDULE</u>			
<u>Swimming Pools</u> Public swimming pools and spas including all wiring and electrical equipment	Resolution No. 27-2011	\$240.00	No Change
Private pools for single-family residences	Resolution No. 27-2011	\$185.00	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Temporary Power</u>			
Temporary service pole including all attached receptacles	Resolution No. 27-2011	\$60.00	No Change
Temporary power pole and wiring for construction sites, Christmas tree lots, etc.	Resolution No. 27-2011	\$60.00	No Change
<u>UNIT FEE SCHEDULE</u>			
<u>Receptacle, switch and light outlets</u>			
First 20 units	Resolution No. 27-2011	\$59.00	No Change
Each additional	Resolution No. 32-2009	\$4.00	No Change
<u>Residential Appliances</u>			
For fixed residential appliances including cook tops, ovens, air conditioning, garbage disposals, and similar devices not exceeding 1 HP in rating	Resolution No. 32-2009	\$10.00 each	No Change
(For other types of air conditioners or other motor-driven appliances having larger ratings, see Power Apparatus below)			



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<p><u>Nonresidential Appliances</u></p> <p>Self-contained factory-wired non-residential appliances not exceeding 1 HP, KW, or kVA in rating including medical and dental devices; food, beverage and ice cream cabinets; illuminated showcases; drinking fountains; vending machines; laundry machines; etc.</p> <p>(For other types of devices having larger electrical ratings, see Power Apparatus below)</p>	Resolution No. 32-2009	\$10.00 each	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Power Apparatus</u> For motors, generators, air conditioners and heat pumps and commercial cooking devices as follows (ratings in horsepower, kilowatts, kilovolt-amperes, or kilovolt-amperes-reactive):			
Up to 10	Resolution No 27-2011	\$31.00	No Change
Over 10 to and including 100	Resolution No. 27-2011	\$60.00	No Change
Over 100	Resolution No. 27-2011	\$120.00	No Change
Notes: For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used. These fees include all switches, circuit breakers, contractors, thermostats, relays, and other related control equipment.			



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Photo voltaic systems</u>			
<u>Residential systems</u>			
Permit	Resolution No. 32-2009	No Charge	No Change
Plan Check	Resolution No. 32-2009	No Charge	No Change
<u>Commercial Systems</u>			
Permit	Resolution No. 27-2011	\$385.00	No Change
Plan Check	Resolution No. 27-2011	\$293.00 per hour	\$303.00 per hour
<u>Busways</u>			
For trolleys and plug-in type busways	Resolution No. 27-2011	\$31.00 for each 100 feet (30,500 mm) or fraction thereof	No Change



Proposed Master Fee Schedule

BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Signs, Outline Lighting and Marquees Permits</u>			
Signs, outline lighting, or marquees supplied from one circuit	Resolution No. 27-2011	\$60.00 each	No Change
For additional branch circuits within the same sign, outline lighting, or marquee	Resolution No. 32-2009	\$20.00 each	No Change
<u>Services</u>			
600 volts or less and not over 200 amperes in rating	Resolution No. 27-2011	\$60.00 each	No Change
600 volts or less, over 200 amperes to 1,000 amperes	Resolution No. 27-2011	\$91.00 each	No Change
Over 600 volts or over 1,000 amperes	Resolution No 27-2011	\$121.00 each	No Change
<u>Miscellaneous</u>			
For apparatus, conduits, and conductors for which a permit is required but for which no fee is set forth	Resolution No. 27-2011	\$39.00	No Change



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BUILDING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Inspections outside normal business hours	Resolution No. 27-2011	\$240.00 per hour (minimum charge of 2 hours)	\$248.00 per hour (minimum charge of 2 hours)
Re-inspection fees (minimum charge is one hour)	Resolution No. 27-2011	\$240.00 per hour	\$248.00 per hour
Inspections for which no fee is specifically indicated (minimum charge is one-half hour)	Resolution No 27-2011	\$240.00 per hour	\$248.00 per hour
Imaging fee	Resolution No. 32-2009	Additional 5% of electrical permit fee with minimum fee of \$5.00	No Change
Plan review (where applicable)	Resolution No. 104-2002	Additional 25% of electrical permit fee	No Change
<u>GENERAL FEES</u>			
Building Moving	Resolution No. 32-2009 (Section 18.07.030)	\$361.00	\$373.00



Proposed Master Fee Schedule

CITY CLERK & ELECTIONS

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Video recording of City Council meeting or other proceeding that has been video recorded — to be paid in advance of copying recording	Resolution No. 32-2009	\$88.00 per VHS tape plus photo service charge	No Change
	Resolution No. 32-2009	\$88.00 per DVD plus photo service charge	
Audiotape of City Council meeting or other City proceeding that has been taped — to be paid in advance of copying tape	Resolution No. 32-2009	\$17.00 per tape if tape is supplied by requestor	No Change
	Resolution No. 32-2009	\$17.00 per tape if tape is not supplied plus purchase cost of tape	No Change
All Certifications	Resolution No. 32-2009	\$17.00 each	No Change
Filing of Nomination Papers	Burlingame Municipal Code section 2.20.020 (Ordinance No. 1703 (2003))	\$25.00 per candidate	No Change



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>ENCROACHMENT PERMITS</u>			
Minor (no excavation involved)		\$230.00	\$238.00
Sewer Lateral Test	Resolution No. 32-2009	\$423.00	\$438.00
Sewer Lateral Replacement (with Sidewalk Add No. 5)	Resolution No. 32-2009	\$423.00	\$438.00
Water Service Connection (with Sidewalk Add No. 5)	Resolution No. 32-2009	\$553.00	\$572.00
Fire System Connection (with Sidewalk Add No. 5)	Resolution No. 32-2009	\$191.00	\$198.00
Sidewalk/Driveway up to 200 S.F. (Includes Curb Drain)	Resolution No. 32-2009 Sections 12.10.030/12.08.020/12.04.030	\$398.00 plus \$0.36 for each square foot over 200 * *Fee waived for owner who undertake stand-alone sidewalk trip hazard repairs (Section 12.12.070)	\$412.00 plus \$1.00 for each square foot over 200 * *Fee waived for owners who undertake stand-alone sidewalk trip hazard repairs (Section 12.12.070)
Sidewalk Closure/Pedestrian Protection	Resolution No. 32-2009	\$397.00	\$411.00



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Traffic Control	Resolution No. 33-2008	\$324.00	\$335.00
Block Party (includes up to 6 barricades)	Resolution No. 27-2006	\$54.00 plus \$5.00 for each add'l barricade over 6	\$56.00 plus \$5.00 for each add'l barricade over 6
Commercial Areas and Construction Purposes (i.e. Dumpsters/Containers) Moving Only Purposes (Residential Areas)		\$206.00 plus \$10.00 space per day or meter rates \$33.00 processing fee plus \$10.00 per space per day	\$213.00 plus \$10.00 space per day or meter rates \$34.00 processing fee plus \$10.00 per space per day



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>GENERAL FEES</u>			
Demolition Permit (in addition to any Building Department-issued Demolition or Construction Permit) Includes sewer, water and sidewalk replacement	Resolution No. 32-2009	\$1,518.00	\$1,571.00
Add fire line	Resolution No. 32-2009	\$81.00	\$84.00
Add curb drain	Resolution No. 32-2009	\$217.00	\$225.00
Add sidewalk closure	Resolution No. 32-2009	\$217.00	\$225.00
Add PG&E	Resolution No. 32-2009	\$217.00	\$225.00
Address Change	Resolution No. 32-2009	\$316.00	\$327.00
Single Trip -Transportation Fee (Fixed rate set by Caltrans)	Senate Bill SB 372	\$16.00	No Change



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Leaf Blower Testing Certification Fee	Ord. No. 1871 (2012)	\$32.00 for up to 5 leaf blowers \$5.00 for certification decal if certified by manufacturer	\$33.00 for up to 5 leaf blowers \$5.00 for certification decal if certified by manufacturer
Creek Enclosures	Resolution No. 32-2009 Section 18.24.020	\$2,943.00	\$3,046.00
Abandonment of Public Utility Easement		\$4,826.00	\$4,995.00
Hauling Permit	Section 13.60.080	\$236.00 application fee plus 1 cent per ton per mile	\$244.00 application fee plus 1 cent per ton per mile
Inspection/Investigation Fee	Section 12.10.070	\$230.00 per hour	\$238.00 per hour



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>SPECIAL ENCROACHMENT PERMITS</u>			
Subsurface Shoring Systems that encroach into the public right-of-way <ul style="list-style-type: none"> • Per 10'-20' deep tieback • Per >20' deep tieback • For permanent area used (i.e. shoring wall) 		\$2,000.00 each \$1,000.00 each 50% of appraised land value per square foot (sf) multiplied by the area (sf) of encroachment	No Change
Permanent structures, such as retaining walls, fences	Resolution No. 32-2009 Section 12.10.020	\$2,561.00	\$2,651.00
Non-permanent installations, such as tables, chairs, planters	Resolution No. 32-2009 Section 12.10.020	\$1,600.00	No Change
<u>DEPOSITS OR BONDS FOR ENCROACHMENT PERMIT WORK</u>			
Openings in Public Right-of-Way (not in sidewalk or street)	Resolution No. 33-2007	\$1,000.00 Minimum (in easement area) \$10.00/sf in sidewalk	\$1,000.00 Minimum (in easement area) \$10.00/sf for area excavated



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Openings in Public Right-of-Way in sidewalk (not in street)	Resolution No. 33-2007	\$10.00 per square foot in sidewalk area, \$1,000.00 minimum	\$25.00 per square foot in sidewalk area, \$1,000.00 minimum
Street Roadway Opening (AC Pavement Restoration)	Resolution No. 33-2007 Section 12.10.025	\$10.00 per square foot in paved area, \$2,500.00 minimum including curb replacement	No Change
Water Main Modification (refundable bond)	Resolution No. 33-2007	\$10,000.00 per connection	No Change
Sewer Main & Storm Drain Modification (refundable bond)	Resolution No. 33-2007	\$10,000.00 per connection	No Change
<u>SUBDIVISION MAPS</u>			
Lot Line Adjustment	Resolution No. 32-2009 (Section 26.24.090)	\$2,584.00	\$2,674.00 (application fee) + actual City consultant costs
Lot Combination	Resolution No. 32-2009 Section 26.24.090	\$2,584.00	\$2,674.00 (application fee) + actual City consultant costs



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Subdivision Map	Resolution No. 32-2009 Sections 26.24.090/ 26.16.151	\$3,836.00 plus deposit, plus \$234.00 for each additional lot in excess of 5 lots; plus actual City consultant costs	\$3,970.00 plus deposit, plus \$242.00 for each additional lot in excess of 5 lots; plus actual City consultant costs
Condominium Map	Resolution No. 32-2009 Sections 26.24.090/ 26.16.151	\$3,119.00, plus \$587.00 for each additional unit over 4 units, plus actual City consultant costs	\$3,228.00, plus \$608.00 for each additional unit over 4 units, plus actual City consultant costs
<u>STORMWATER POLLUTION PREVENTION CONSTRUCTION PERMITS</u>			
** The fees represent the labor cost to inspect and security deposit			
Type 1 Project: Single family dwellings with 1st or 2nd floor additions on a 10,000 sf lot or smaller		\$177.00 plus \$1,500.00 security deposit	\$183.00 plus \$1,500.00 security deposit



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Type 2 Project: Multi-family dwellings or commercial additions (excluding tenant improvements) that are on a 10,000 sf lot or smaller		\$353.00 plus \$3,000.00 security deposit	\$365.00 plus \$3,000.00 security deposit
Type 3 Project: Any project 10,000 sf up to an acre lot		\$707.00 plus \$5,000.00 security deposit	\$732.00 plus \$5,000.00 security deposit
Type 4 Project: Any project greater than one acre in size		\$1,414.00 plus \$10,000 security deposit	\$1,463.00 plus \$10,000 security deposit
<u>PLANNING APPLICATION REVIEWS</u>			
Single Family Dwelling (Addition)		\$459.00	\$475.00
Single Family Dwelling (New)		\$917.00	\$949.00
Multi-family		\$1,834.00	\$1,898.00
Commercial/Industrial		\$1,834.00	\$1,898.00
Environmental Review		\$1,477.00	\$1,529.00
Traffic and Parking Studies		\$3,485.00	\$3,607.00
<u>GRADING PERMIT</u>			
1 – 100 cubic yards		\$1,238.00	\$1,281.00
101 – 1,000 cubic yards		\$1,869.00	\$1,934.00



Proposed Master Fee Schedule

ENGINEERING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
1,001 – 10,000 cubic yards		\$2,185.00	\$2,261.00
Over 10,000 cubic yards		\$2,973.00	\$3,077.00
<u>ENVIRONMENTAL COMPLIANCE</u>			
Stormwater Inspection for Industrial/Commercial Facilities		\$135.00 per hour	\$140.00 per hour



Proposed Master Fee Schedule

FINANCE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Duplicate business license	Section 6.04.120	\$10.00	No Change
Application for first business license	Section 6.04.170	\$35.00	No Change
Submittal of surety bond for transient occupancy after expiration of bond	Resolution No. 27-2006	\$150.00 for every 15 days bond is late	No Change
Special business license for long-term parking	Section 6.08.085	5% of gross receipts	No Change



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

The Central County Fire Department (CCFD) is governed by the Fire Board, and as such, its fees are enacted via a process that is separate from that of the City of Burlingame. Fees are reviewed and updated every other year, and will next be reviewed for fiscal year 2019-20. The following are current fees as of July 1, 2017:

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>CARE FACILITIES INSPECTION</u>			
Pre-inspection of licensed community care facility	Health & Safety Code § 13235	\$160.00 per hour	
Residential Care Facility for Elderly serving 6 or fewer persons – fire inspection enforcement	Health & Safety Code § 1569.84	No Charge	
Residential Care Facilities	Resolution No. 33-2008	\$309.00	
Large Family Day Care	Resolution No. 33-2008	\$161.00	
Skilled Nursing Facility	Resolution No. 33-2008	\$570.00	
Hospital/Institution	Resolution No. 33-2008	\$2,208.00	
<u>RE-INSPECTIONS</u>			
Second re-inspection	Resolution No. 33-2008	\$146.00 per inspection	
Third and subsequent re-inspections	Resolution No. 33-2008	\$350.00 per inspection	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>CONSTRUCTION FEES</u>			
General Fire & Life Safety Services <ul style="list-style-type: none"> • Consultation & Research • Pre-application meetings & Design Review • Property Survey • General Construction Inspections • Processing, Scheduling, and Record Keeping 		12% of Building Permit fees for Commercial and Multi-Family Residential	
Building or Planning Plan Check	Resolution No. 33-2008	\$166.00 per hour	
Expedite Building or Planning Check Fees (2 hour minimum)	Resolution No. 33-2008	\$332.00 per hour	
Consultation and Planning	Resolution No. 33-2008	\$189.00 per hour	
Alternate Means of Protection Review	Resolution No. 33-2008	\$189.00 per hour	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Fire Alarm Systems</u>			
Permit for Monitoring System	Resolution No. 33-2008	\$173.00	
Permit for Manual System	Resolution No. 33-2008	\$173.00	
Permit for Automatic System	Resolution No. 33-2008	\$310.00	
Permit for Combination System	Resolution No. 33-2008	\$446.00	
Multi-Residential or Commercial Fire Alarm Remodel or Repair (Device relocation/adjustment)		\$105.00	
Fixed Fire Extinguishing System Permit	Resolution No. 33-2008	\$241.00	
Standpipe System Permit	Resolution No. 33-2008	\$310.00	
Storage Tank (above or below ground) Permit	Resolution No. 33-2008	\$173.00	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>SPRINKLER SYSTEMS</u>			
One or two Family Dwelling Fire Sprinkler System (NFPA 13D)	Resolution No. 33-2008	\$446.00 - flat fee including 2 inspections (additional inspections will be charged at the hourly rate of the staff who actually perform each inspection)	
Fire Pump Permit	Resolution No. 33-2008	\$173.00	
Multi-Residential or Commercial Fire Sprinkler System (NFPA 13 or 13R) Permit – Single Story (incl. T.I.) Permit - Multi-story	Resolution No. 33-2008	\$719.00 flat fee including 2 inspections (additional inspections will be charged at the hourly rate of the staff who actually perform each inspection)	
Multi-Residential or Commercial Fire sprinkler Remodel & Repair (Sprinkler Head relocation/adjustment only)	Resolution No. 33-2008	\$173.00	
Fire Service Line Inspection	Resolution No. 33-2008	\$173.00	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Emergency Responder Radio Coverage System Permit	\$510, CFC Title 24 Part 9	\$370.00	
<u>MISCELLANEOUS FEES AND PERMITS</u>			
Labor Rate for Mechanic Services		\$110.00	
Vegetation Management Inspection	Resolution No. 33-2008	\$173.00 plus 50% of contractor's fee	
Change of Use Inspection (usually triggered by new business license)	Resolution No. 33-2008	\$105.00	
Accounts referred to Collection Agencies		+47% of original invoice	
Photographs from investigations	Resolution No. 61-2004	Cost of reproduction	
Fire Incident Reports (not including photographs)	Resolution No. 33-2008	\$10.00	
Work without a construction permit	Resolution No. 33-2008	Up to 10 times the permit fees	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Emergency Response Costs for Driving under the Influence (Billing upon conviction)	Govt. Code §53150-58	Costs according to Personnel Schedule below plus apparatus cost of \$91.00 per hour as set by State	
False Alarms	Resolution No. 33-2007	\$315.00 for 3 to 5 \$630.00 for 6 or more	
Hazardous Materials Clean-up/Response	Resolution No. 33-2008	Costs according to Personnel Schedule below plus apparatus costs of \$91.00 per hour as set by State	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>STANDBY SERVICE</u>			
Firefighter	Resolution No. 33-2008	\$87.00 per hour (minimum of 3 hours)	
Fire Captain	Resolution No. 33-2008	\$141.00 per hour (minimum of 3 hours)	
Battalion Chief	Resolution No. 33-2008	\$170.00 per hour (minimum of 3 hours)	
Engine Company	Resolution No. 33-2008	\$315.00 per hour (minimum of 3 hours) plus apparatus costs of \$91.00 per hour as set by State	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>PERSONNEL COSTS</u>			
<u>Personnel Costs by Job Class</u>			
Administration	Resolution No. 33-2008	\$ 57.00 per hour	
Firefighter	Resolution No. 33-2008	\$ 87.00 per hour	
Fire Captain	Resolution No. 33-2008	\$141.00 per hour	
Fire Administrative Captain	Resolution No. 33-2008	\$141.00 per hour	
Fire Prevention Specialist		\$ 80.00 per hour	
Fire Inspector	Resolution No. 33-2008	\$137.00 per hour	
Deputy Fire Marshal		\$146.00 per hour	
Battalion Chief	Resolution No. 33-2008	\$170.00 per hour	
Division Chief or Fire	Resolution No. 33-2008	\$186.00 per hour	
Marshal	Resolution No. 33-2008	\$189.00 per hour	
Deputy Fire Chief	Resolution No. 33-2008	\$208.00 per hour	
Fire Chief			
<u>GENERAL PERMITS</u>			
Aerosol Products	Resolution No. 33-2008	\$263.00	
Amusement Buildings	Resolution No. 33-2008	\$297.00	
Apartments, Hotels and Motels – 10 or less units	Resolution No. 33-2008	\$177.00	
Apartments, Hotels and Motels – 11 to 25 units	Resolution No. 33-2008	\$212.00	
Apartments, Hotels and Motels – 26 or more units	Resolution No. 33-2008	\$247.00	
Apartments Assigned to Prevention		\$236.00	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Aviation Facilities	Resolution No. 33-2008	\$468.00	
Battery System	Resolution No. 33-2008	\$468.00	
Carnivals and Fairs	Resolution No. 33-2008	\$433.00	
Christmas Tree Lot	Resolution No. 33-2008	\$161.00	
Combustible Fiber Storage	Resolution No. 33-2007	\$263.00	
Combustible Material Storage	Resolution No. 33-2008	\$263.00	
Commercial Occupancy Assigned to Prevention	Resolution No. 33-2008	\$97.00	
Commercial Rubbish-Handling Operation	Resolution No. 33-2008	\$263.00	
Compressed Gasses	Resolution No. 33-2008	\$263.00	
Cryogenics	Resolution No. 33-2008	\$263.00	
Dry Cleaning Plants	Resolution No. 33-2008	\$263.00	
Dust-Producing Operations	Resolution No. 33-2008	\$263.00	
Exhibits & Trade Shows – Display Booth	Resolution No. 33-2008	\$263.00	
Exhibits & Trade Shows – With Open Flame	Resolution No. 33-2008	\$263.00	
Exhibits & Trade Shows – Display Fuel Powered Equipment	Resolution No. 33-2008	\$263.00	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Explosives or Blasting Agents	Resolution No. 33-2008	\$468.00	
Fire Hydrants and Water Control Valves	Resolution No. 33-2008	\$261.00	
Fireworks	Resolution No. 33-2008	\$468.00	
Flammable or Combustible Liquids	Resolution No. 33-2008	\$468.00	
Hazardous Materials	Resolution No. 33-2008	\$468.00	
High-Piled Combustible Storage – 20,000 square feet or less	Resolution No. 33-2008	\$475.00	
High-Piled Combustible Storage – more than 20,000 square feet	Resolution No. 33-2008	\$578.00	
Highrise	H&S§13214(b)	\$444.00	
Hot-Work Operations	Resolution No. 33-2008	\$263.00	
Liquefied Petroleum Gasses	Resolution No. 33-2008	\$468.00	
Liquid- or gas-fueled Vehicles or Equipment in Assembly Buildings	Resolution No. 33-2008	\$468.00	
Live Audiences	Resolution No. 33-2008	\$468.00	
Lumber Yards storing in excess of 100,00 board Feet	Resolution No. 33-2008	\$366.00	
Magnesium Working	Resolution No. 33-2008	\$263.00	



Proposed Master Fee Schedule

FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Motor Vehicle Fuel-Dispensing Stations	Resolution No. 33-2008	\$263.00	
Open Burning	Resolution No. 33-2008	\$263.00	
Organic Coating	Resolution No. 33-2008	\$263.00	
Ovens, Industrial Baking and Drying	Resolution No. 33-2008	\$263.00	
Parade Floats	Resolution No. 33-2008	\$263.00	
Places of Assembly	Resolution No. 33-2008	\$434.00	
Production Facilities	Resolution No. 33-2008	\$434.00	
Pyrotechnical and Special Effects Material	Resolution No. 33-2008	\$468.00	
Radioactive Materials	Resolution No. 33-2008	\$281.00	
Refrigeration Equipment	Resolution No. 33-2008	\$391.00	
Repair Garage	Resolution No. 33-2008	\$297.00	
Spraying and Dipping	Resolution No. 33-2008	\$297.00	
Tents, Canopies, and Temporary Membrane Structures	Resolution No. 33-2008	\$398.00	
Tire Storage	Resolution No. 33-2008	\$263.00	
Wood Products	Resolution No. 33-2008	\$263.00	



Proposed Master Fee Schedule

LIBRARY

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>CITY OF BURLINGAME FEES</u>			
Photocopies – Black and White		\$0.15 per page at vending machine	No Change
Photocopies - Color		\$0.45 per page at vending machine	No Change
Internet /Database copies or printouts – Black and White	Resolution No. 27-2011	First 3 pages free \$0.15 per page	No Change
Internet /Database copies or printouts – Color	Resolution No. 27-2011	First page free \$0.45 per page	No Change



Proposed Master Fee Schedule

LIBRARY

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Facilities Rental</u>			
Lane Community Room rental	Resolution No. 32-2009	\$100.00	\$130.00
Use of Audio Visual Equipment	Resolution No. 27-2011	\$30.00 flat fee	
Tech Media Lab rental		\$60.00 first 4 hours	\$90.00 first 4 hours. \$10.00 each additional hour
Use of Audio Visual Equipment		\$30.00 flat fee	
Computer Laptop set-up/breakdown		\$50.00 flat fee	No Change
Upper Level U.L. Meeting Room rental		\$40.00 first 4 hours. \$10.00 each additional hour	\$70.00 first 4 hours. \$10.00 each additional hour
Use of Audio Visual Equipment		\$30.00 Flat fee	
Outside System Book Loan	Resolution No. 27-2011	\$5.00 + additional fee from lending library if applicable	No Change
Photo/filming fee (only for shoots requiring staff oversight during closed hours)		\$50.00/hour	No Change
USB Flash Drive		\$10.00 each	
Ear Bud Headphones		\$2.00 each	
Cloth Shopping Bag		\$5.00 each	



Proposed Master Fee Schedule

LIBRARY

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Passport:			
Acceptance/US State Department Fee	Set by US State Department	\$35.00 (as of April 2, 2018)	No Change
Passport Photo Fee		\$15.00	No Change
Express Mail Service to Passport Processing Center		\$19.99 or current postal rate	Current USPS Priority Mail Express Rate
<u>PENINSULA LIBRARY SYSTEM CONSORTIUM CONTROLLED FEES</u>			
Overdue Fee for Adult	Peninsula Library System	\$0.25 per item, per day	No Change
Maximum Fee	Peninsula Library System	\$8.00 Adult	No Change
Lost Book Replacement Fee	Peninsula Library System	\$5.00 per item plus costs of replacement of item	No Change



Proposed Master Fee Schedule

PARKS & RECREATION

Group Classifications for Purposes of Parks & Recreation Facilities Usage:

Group A: City of Burlingame, Burlingame School District

Group A-1: Recognized Burlingame based non-profit youth sports groups (for field use only)

Group B: Non-profit groups or organizations with IRS Section 501c(3) tax exempt status

Group C: Private parties, commercial, business, and profit-making organizations

School District Fees: Fees shall be applied to the district and affiliated organizations (examples: PTA, Boosters, Foundations) as follows:

A. San Mateo Union High School District

- a. Unless otherwise specified in an adopted facility use agreement, indoor and athletic facility fees shall be calculated administratively to be comparable to the SMUHSD fee schedule as it pertains to City use of similar SMUHSD facilities.
- b. Picnic and special park facility fees, and staffing fees charged to SMUHSD shall be at the rates described in other sections of the fee schedule.

B. Burlingame School District

- a. Unless otherwise specified in an adopted facility use agreement, indoor and athletic facility fees shall be calculated administratively to be comparable to the BSD fee schedule as it pertains to City use of similar BSD facilities.
- b. Picnic and special park facility fees, and staffing fees charged to BSD shall be at the rates described in other sections of the fee schedule. Pool fees for BSD use shall be charged at the non-profit rate.



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>INDOOR FACILITIES</u>			
<u>Recreation Center</u>			
Auditorium			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B:			
Burlingame Residents	Resolution No. 33-2008	\$152.00 1 st hour \$78.00 /add'l hour	\$157.00 1 st hour \$81.00 /add'l hour
Non-Residents	Resolution No. 33-2008	\$165.00 1 st hour \$83.00/add'l hour	\$171.00 1 st hour \$86.00/add'l hour
Burlingame Non-Profit Meetings		\$42.00 per hour	\$43.00 per hour
Non Resident Non-Profit Meetings		\$46.00 per hour	\$48.00 per hour
Group C:			
Burlingame Residents	Resolution No. 33-2008	\$262.00 1 st hour \$132.00/ add'l hour	\$271.00 1 st hour \$137.00/ add'l hour
Non-Residents	Resolution No. 33-2008	\$303.00 1 st hour \$149.00/ add'l hour	\$314.00 1 st hour \$154.00/ add'l hour
Auditorium Deposit		\$500.00	No Change



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Other Recreation Center Rooms</u>			
Group A		No Charge	No Change
Group B:			
Burlingame Residents		\$117.00 1 st hour \$59.00 /add'l hour	\$121.00 1 st hour \$61.00 /add'l hour
Non-Residents		\$128.00 1 st hour \$63.00/add'l hour	\$132.00 1 st hour \$65.00/add'l hour
Burlingame Non-Profit Meetings		\$23.00 per hour	\$24.00 per hour
Non Resident Non-Profit Meetings		\$25.00 per hour	\$26.00 per hour
Group C:			
Burlingame Residents		\$152.00 1 st hour \$78.00/add'l hour	\$157.00 1 st hour \$81.00/add'l hour
Non-Residents		\$165.00 1 st hour \$83.00/add'l hour	\$171.00 1 st hour \$86.00/add'l hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Facility Room Deposit		\$200.00 Per Room 50% discount on deposit of lounge if 2nd lounge is rented at the same time	No Change
		50% discount on deposit of kitchen if rented with another room	No Change
Kitchen			
Group A:		No Charge	No Change
Group B:			
Burlingame Residents		\$19.00 per hour	\$20.00 per hour
Non-Residents		\$23.00 per hour	\$24.00 per hour
Group C:			
Burlingame Residents		\$35.00 per hour	\$36.00 per hour
Non-Residents		\$41.00 per hour	\$42.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Additional Rental Charges:			
Tables/Chairs-up to 50	Resolution No. 33-2008	\$19.00	\$20.00
Tables/Chairs-51 to 100	Resolution No. 33-2008	\$28.00	\$29.00
Tables/Chairs-over 100	Resolution No. 33-2008	\$43.00	\$45.00
Coffee Pots	Resolution No. 33-2008	\$15.00 per pot	No Change
Building Attendant*	Resolution No. 33-2008	\$40.00 per hour	No Change
Field Attendant	Resolution No. 41-2008	\$40.00 per hour	No Change
Weekend Custodian	Resolution No. 27-2006	\$102.00 per event	No Change
Weekday Custodian	Resolution No. 31-2003	\$32.00 per hour	No Change
Extra, Non-Scheduled Hours	Resolution No. 27-2006	\$268.00 per hour	No Change
Wine/beer to be served	Resolution No. 31-2003	\$33.00 additional	No Change

* Building Attendant will be on duty 30 minutes prior to and 30 minutes after duration of activities at Recreation Center.



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>OUTDOOR FACILITIES</u>			
Large Special Event Deposit for Athletic Fields:			
Less than 100 in attendance		\$250.00 per event	No Change
More than 100 in attendance		\$500.00 per event	No Change
Group A-1: Field Use per Season by Burlingame-based non-profit youth sports group.	Resolution No. 27-2011	\$16.00 per Resident \$85.00 per Non-Resident plus \$3.00 per hour per field for Resident groups, \$9.00 per hour per field for groups less than 50% Resident	No Change
Fields used by Accredited Burlingame-based non-profit youth sports groups		Security Deposit \$500.00	No Change



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Bayside Ball Fields #1 and #2</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B:			
Burlingame Residents	Resolution No. 61-2006	\$22.00 per hour	\$23.00 per hour
Non-residents	Resolution No. 33-2008	\$32.00 per hour	\$33.00 per hour
Group C:			
Burlingame Residents	Resolution No. 31-2003	\$32.00 per hour	\$33.00 per hour
Non-residents	Resolution No. 33-2008	\$52.00 per hour	\$54.00 per hour
Bayside Field Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Bayside Ball Fields #3, #4 or #5 for Softball or Baseball</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B			
Burlingame Residents	Resolution No. 61-2006	\$17.00 per hour	\$18.00 per hour
Non-residents	Resolution No. 33-2008	\$27.00 per hour	\$28.00 per hour
Group C			
Burlingame Residents	Resolution No. 61-2006	\$27.00 per hour	\$28.00 per hour
Non-residents	Resolution No. 33-2008	\$42.00 per hour	\$43.00 per hour
Bayside Field Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Bayside Soccer Fields</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B: Burlingame Residents	Resolution No. 61-2006	\$22.00 per hour	\$23.00 per hour
Non-residents	Resolution No. 33-2008	\$32.00 per hour	\$33.00 per hour
Group C: Burlingame Residents	Resolution No. 61-2006	\$32.00 per hour	\$33.00 per hour
Non-residents	Resolution No. 33-2008	\$52.00 per hour	\$54.00 per hour
Bayside Field Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Cuernavaca Park</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B: Burlingame Residents	Resolution No. 61-2006	\$22.00 per hour	\$23.00 per hour
Non-residents	Resolution No. 33-2008	\$32.00 per hour	\$33.00 per hour
Group C: Burlingame Residents	Resolution No. 31-2003	\$32.00 per hour	\$33.00 per hour
Non-residents	Resolution No. 33-2008	\$52.00 per hour	\$54.00 per hour
<u>Murray Field</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B: Burlingame Residents	Resolution No. 61-2006	\$55.00 per hour	\$57.00 per hour
Non-residents	Resolution No. 33-2008	\$75.00 per hour	\$78.00 per hour
Group C: Burlingame Residents	Resolution No. 61-2006	\$75.00 per hour	\$78.00 per hour
Non-residents	Resolution No. 33-2008	\$95.00 per hour	\$98.00 per hour
Murray Field Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Ray Park Ball Fields #1 or #2</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B:			
Burlingame Residents	Resolution No. 61-2006	\$22.00 per hour	\$23.00 per hour
Non-residents	Resolution No. 33-2008	\$32.00 per hour	\$33.00 per hour
Group C:			
Burlingame Residents	Resolution No. 31-2003	\$32.00 per hour	\$33.00 per hour
Non-residents	Resolution No. 33-2008	\$52.00 per hour	\$54.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Washington Park Main Ball Field for Baseball</u>			
Group A	Resolution No. 41-2008	No Charge	No Change
Group B: Burlingame Residents	Resolution No. 41-2008	\$32.00 per hour + field attendant	\$33.00 per hour + field attendant
Non-residents	Resolution No. 41-2008	\$52.00 per hour + field attendant	\$54.00 per hour + field attendant
Group C: Burlingame Residents	Resolution No. 41-2008	\$52.00 per hour + field attendant	\$54.00 per hour + field attendant
Non-residents	Resolution No. 41-2008	\$72.00 per hour + field attendant	\$75.00 per hour + field attendant
Washington Park Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Washington Park Bullpen</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B: Burlingame Residents	Resolution No. 61-2006	\$17.00 per hour	\$18.00 per hour
Non-residents	Resolution No. 61-2006	\$22.00 per hour	\$23.00 per hour
Group C: Burlingame Residents	Resolution No. 33-2007	\$32.00 per hour	\$33.00 per hour
Non-residents	Resolution No. 33-2008	\$42.00 per hour	\$43.00 per hour
<u>Washington Park Main Ball field</u>			
<u>Outfield for Soccer</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B: Burlingame Residents	Resolution No. 61-2006	\$32.00 per hour	\$33.00 per hour
Non-residents	Resolution No. 33-2008	\$52.00 per hour	\$54.00 per hour
Group C: Burlingame Residents	Resolution No. 61-2006	\$52.00 per hour	\$54.00 per hour
Non-residents	Resolution No. 33-2008	\$72.00 per hour	\$75.00 per hour
Washington Park Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Washington Park Small Ball Field</u>			
Group A	Resolution No. 31-2003	No Charge	No Change
Group B:			
Burlingame Residents	Resolution No. 61-2006	\$17.00 per hour	\$18.00 per hour
Non-residents	Resolution No. 33-2008	\$27.00 per hour	\$28.00 per hour
Group C:			
Burlingame Residents	Resolution No. 61-2006	\$27.00 per hour	\$28.00 per hour
Non-residents	Resolution No. 33-2008	\$42.00 per hour	\$43.00 per hour
Washington Small Lights	Resolution No. 24-2010	\$36.00 per hour	\$37.00 per hour
<u>Tennis Courts</u>			
Burlingame Residents	Resolution No. 31-2003	\$34.00 for 4 hours/per court	\$35.00 for 4 hours/per court
Non-residents	Resolution No. 61-2006	\$54.00 for 4 hours/per court	\$56.00 for 4 hours/per court
For Profit Rental			
Burlingame Residents	Resolution No. 103-2009	\$20.00 per hour/per court	\$21.00 per hour/per court
Non-residents	Resolution No. 103-2009	\$24.00 per hour/per court	\$25.00 per hour/per court



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>PICNIC PERMITS</u>			
West-end of Washington Park (for Burlingame non-profit groups only)	Resolution No. 27-2011	\$445.00 Permit Fee No Deposit	No Change
Electrical Service Hook-up at West-end of Washington Park	Resolution No. 32-2009	\$79.00	No Change
<u>Small Picnic Area</u> Burlingame Residents	Resolution No. 33-2008	\$105.00 Permit Fee No Deposit	\$109.00 Permit Fee No Deposit
Non-residents	Resolution No. 33-2008	\$142.00 Permit Fee No Deposit	\$147.00 Permit Fee No Deposit
<u>Large Picnic Area</u> Burlingame Residents	Resolution No. 24-2010	\$210.00 Permit Fee No Deposit	\$217.00 Permit Fee No Deposit
Non-Residents	Resolution No. 24-2010	\$263.00 Permit Fee No Deposit	\$272.00 Permit Fee No Deposit
<u>Non-profit Group Picnic Fees:</u> Cuernavaca & Ray Parks	Resolution No. 103-2009	\$100.00 Permit Fee No Deposit	\$103.00 Permit Fee No Deposit



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Both Washington Park Picnic Areas</u> Burlingame Residents Non-Residents		\$288.00 Permit Fee No Deposit \$368.00 Permit Fee No Deposit	\$298.00 Permit Fee No Deposit \$381.00 Permit Fee No Deposit
<u>West End Picnic Area</u> Burlingame Residents Non-Residents		New Fee New Fee	\$110.00 Permit Fee No Deposit \$147.00 Permit Fee No Deposit
<u>Washington Park Bocce Ball Courts</u> (reservations) Burlingame Residents Non-Residents Rental of Bocce Ball and Horseshoes	Resolution 34-2013 Resolution 34-2013	\$26.00/hour per court No Deposit \$31.00/hour per court No Deposit \$10.00 Flat Rate + \$40.00 Refundable deposit	\$27.00/hour per court No Deposit \$32.00/hour per court No Deposit No Change



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Washington Park Horseshoe Pits (reservations)</u>			
Burlingame Residents	Resolution 34-2013	\$26.00/hour per court No Deposit	\$27.00/hour per court No Deposit
Non-Residents	Resolution 34-2013	\$31.00/hour per court No Deposit	\$32.00/hour per court No Deposit
<u>Rental of Park Space for Private Classes (Exercise Boot Camps, Stroller Exercise Classes & Other Private Uses)</u>			
Burlingame residents	Resolution No. 103-2009	\$18.00 per hour	\$19.00 per hour
Non-residents	Resolution No. 103-2009	\$22.00 per hour	\$23.00 per hour
<u>Village Park Picnic Fee (3 tables)</u>			
Burlingame residents	Resolution 24-2010	\$105.00 Permit Fee No Deposit	\$109.00 Permit Fee No Deposit
Non-residents	Resolution 24-2010	\$142.00 Permit Fee No Deposit	\$147.00 Permit Fee No Deposit



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Non-Profit Community Groups</u> <u>Equipment Rental Fees</u> Collapsible Picnic Table Tables Chairs Tents Risers – without wheels Risers – with wheels	Resolution No. 32-2009	\$15.00 per table/per day \$4.00 per table/per day \$2.00 per chair/per day \$20.00 per tent/per day \$30.00 per riser/per day \$50.00 per riser/per day	\$16.00 per table/per day \$4.00 per table/per day \$2.00 per chair/per day \$21.00 per tent/per day \$31.00 per riser/per day \$52.00 per riser/per day
<u>Inflatable Jump House</u> Washington Park Recreation Center Patio	Resolution No. 27-2011 Resolution No. 27-2011	\$105.00 Permit Fee No Deposit (Must be done in conjunction with a picnic permit) \$105.00 Permit Fee No Deposit (Must be in conjunction with rental of Lounge II)	\$109.00 Permit Fee No Deposit (Must be done in conjunction with a picnic permit) \$109.00 Permit Fee No Deposit (Must be in conjunction with rental of Lounge II)



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Wedding Ceremony</u>			
Washington Park Rose Garden	Resolution No. 27-2011	\$105.00 residents \$158.00 non-residents	\$109.00 residents \$164.00 non-residents
With Recreation Center Rental	Resolution No. 27-2011	\$53.00 residents \$105.00 non-residents	\$55.00 residents \$109.00 non-residents
<u>Photo Shoots in Parks</u>			
Application Fee	Resolution No. 27-2011	\$53.00 non-refundable fee	\$55.00 non-refundable fee
Rental Fee Per Day	Resolution No. 27-2011	\$132.00 per day	\$137.00 per day
Student Photo Shoot		No Charge or application fee	No Change
<u>Film Shoot in Parks</u>			
Application Fee		\$309.00 non-refundable fee	\$320.00 non-refundable fee
Commercial or Corporate		\$420.00 per day	\$435.00 per day
Feature Film/Documentary		\$630.00 per day	\$652.00 per day



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Brochure Ads</u>	Resolution No. 27-2011	1 issue/4 issues (1 year - 20% Discount)	No Change
1/8 page		\$73.00/\$234.00	\$76.00/\$242.00
1/4 page		\$146.00/\$467.00	\$151.00/\$483.00
1/2 page		\$293.00/\$938.00	\$303.00/\$971.00
Full page		\$585.00/\$1,872.00	\$605.00/\$1,938.00
Full Page Inside Front Cover		\$788.00/\$2,521.00	\$816.00/\$2,609.00
Full Page Inside Back Cover		\$735.00/\$2,352.00	\$761.00/\$2,434.00
Full Page Back Cover		\$876.00/\$2,803.00	\$907.00/\$2,901.00
Layout		\$75.00 per hour	\$78.00 per hour
Discount for Non-Profits		25% resident groups 0% non-resident groups	No Change
<u>CLASSES</u>			
Class Fees	Resolution No. 31-2003	To be set based on class provider and materials/facilities provided	No Change



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Registration Fees	Resolution No. 24-2010	\$12.00	No Change
Non-resident Fee on Classes	Resolution No. 31-2003	Add 20% to class fee rounded to nearest dollar	No Change
Senior discount – Burlingame residents age 65 and over	Resolution No. 103-2009	25% off class fee on classes held at Recreation Center	No Change
Senior discount – non-residents age 65 and over	Resolution No. 31-2003	Waive non-resident fee	No Change
Registration cancellation charge	Resolution No. 33-2008	\$8.00 per class or event	No Change
<u>TREE AND PARKS FEES</u>			
Memorial tree plantings 15 gallon/24" box size	Resolution No. 33-2008	\$200.00/\$400.00	No Change
Memorial Bench – Washington Park	Resolution No. 27-2011	\$2,000.00	\$3,000.00
Memorial Bench – Bayside Park		\$2,200.00	
Additional street tree plantings 15 gallon/24" box size	Resolution No. 32-2009	\$95.00/\$250.00	\$98.00/\$258.00



Proposed Master Fee Schedule

PARKS & RECREATION

FACILITY/SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Protected Tree Removal</u>			
Application Fee	Resolution No. 33-2008	\$75.00	No Change
Failure to Meet Replanting Requirements of Permit		\$1,200.00	No Change
Arborist's plan review for landscaping requirements on planning applications (See also planning fee schedule)	Resolution No. 33-2008	\$238.00	No Change
Arborist check of construction plans and inspection of landscape requirements on building permit submittals	Resolution No. 33-2008	\$238.00	No Change
Appeal to City Council from Beautification Commission decision (does not include noticing costs)	Resolution No. 33-2008	\$455.00	No Change
Noticing, City Council Appeal	Resolution No. 33-2008	\$96.00	No Change
Street Banner Hanger	Resolution No. 24-2010	\$125.00	No Change
<u>Private Tree Emergency Work</u>			No Change
Business Hours (M-F; 7-3:30)		\$78.00 per hour	
After Hours (Weekends & Holidays)		\$99.00 per hour	



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>PRE-APPLICATIONS</u>			
Preliminary Plan Check, New Construction*	Resolution No. 27-2011	\$850.00	\$880.00
Preliminary Plan Check, Remodel*	Resolution No. 27-2011	\$425.00	\$440.00
Zoning Verification/Property Profile Letter		\$100.00	\$103.00
<u>APPLICATIONS</u>			
Ambiguity/Determination Hearing before Planning Commission (applies to Planning, Fire, and Building requests)	Resolution No. 33-2008	\$1,420.00	\$1,470.00
Amendment/Extension of Permits	Resolution No. 27-2011	\$765.00	\$792.00
Antenna Exception Fee	Section 18.18.040	\$3,000.00	\$3,105.00
Appeal to Planning Commission of administratively approved permits/appeal to City Council of Planning Commission decisions Noticing to be charged separately	Resolution No. 33-2008	\$910.00	\$942.00

* Fifty percent (50%) of fee will be credited toward required application fees if and when project is submitted as a complete application.



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Legal Review-Substantive work by City Attorney for development projects requiring discretionary review before the Planning Commission under Title 25	Resolution No. 48-2015	\$186.00/hour	\$193.00/hour
Conditional Use Permit	Resolution No. 27-2011	\$1,883.00	\$1,949.00
Condominium Permit, 10 Units or Fewer	Resolution No. 33-2008	\$3,352.00	\$3,469.00
Condominium Permit, 11 Units to 25 Units	Resolution No. 33-2008	\$3,937.00	\$4,075.00
Condominium Permit, 26 Units to 50 Units		\$4,621.00	\$4,783.00
Condominium Permit, 51 Units to 100 Units		\$5,426.00	\$5,616.00
Condominium Permit, 101 Units and Greater		\$6,371.00	\$6,594.00
Design Review, Addition	Resolution No. 27-2011	\$1,207.00	\$1,249.00
Design Review, Amendment	Resolution No. 27-2011	\$1,042.00	\$1,078.00
Design Review Deposit**	Resolution No. 27-2006	\$1,360.00	\$1,408.00
Design Review – Handling Fee	Resolution No. 33-2008	\$529.00	\$548.00

** Minimum deposit. Formula for ultimate calculation is design review consultant fee times hours spent. Project not set for hearing until actual time paid.



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Minor "FYI" Amendment to Approved Project – Applicant Initiated		\$402.00	\$416.00
As-Built "FYI" Variation from Approved Project		\$1,482.00	\$1,534.00
Design Review, New Construction – Single Family Residential	Resolution No. 27-2011	\$1,206.00	\$1,248.00
Design Review, New Construction – Multifamily Family Residential 25 Units or Fewer		New Fee	\$1,872.00
Design Review, New Construction – Multifamily Family Residential 26 Units or Greater		New Fee	\$2,496.00
Design Review, New Construction – Commercial, 5,000 Gross Square Feet or Less		New Fee	\$1,248.00
Design Review, New Construction – Commercial, 5,001-10,000 Gross Square Feet		New Fee	\$1,872.00
Design Review, New Construction – Commercial, 10,001 Gross Square Feet or Greater		New Fee	\$2,496.00
Fence Exception	Resolution No. 27-2011	\$1,060.00	\$1,097.00
Minor Modification	Resolution No. 27-2011	\$1,350.00	\$1,397.00



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Hillside Area Construction Permit	Resolution No. 27-2011	\$2,220.00	\$2,298.00
Accessory Dwelling Unit	Resolution No. 27-2011	\$686.00	\$710.00
Reasonable Accommodation	Resolution No. 27-2011	\$433.00	\$448.00
General Plan Amendment/Re-zoning	Resolution No. 27-2011	\$7,220.00	\$7,473.00
Accessory Dwelling Unit Amnesty Permit, Building Official Inspection Deposit	Resolution No. 27-2011	\$500.00	\$517.00
Special Use Permit	Resolution No. 27-2011	\$4,120.00	\$4,264.00
Variance	Resolution No 27-2011	\$4,307.00	\$4,458.00
Wireless Communications Administrative Use Permit	Municipal Code Chapter 25.77	\$1,914.00	\$1,981.00
<u>Plan Recheck Fee</u> More than two revisions to plans	Resolution No. 32- 2009	\$699.00	\$723.00
Major redesign of project plans	Resolution No. 32- 2009	\$841.00	\$870.00
<u>ENVIRONMENTAL</u>			
Environmental, Categorical Exemption	Resolution No. 27-2011	\$117.00	\$121.00
Environmental, Negative Declaration (R-1 and R-2)	Resolution No. 27-2011	\$6,069.00	\$6,281.00



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Environmental, Initial Study/Mitigated Negative Declaration and/or with a Responsible Agency	Resolution No. 27-2011	Pass-through of actual contractor cost	Pass-through of actual contractor cost, plus 10% of contract handling fee, deposit to be determined by Director of Community Development
Environmental Impact Report	Resolution No. 31-2003	20% of contract, deposit to be determined by Director of Community Development	Pass-through of actual contractor cost, plus 20% of contract handling fee, deposit to be determined by Director of Community Development
Environmental Posting Fee, Mitigated Negative Declaration and EIR	Resolution No. 27-2011	\$830.00	\$859.00
Fish & Game Fee for Negative Declaration, whether mitigated or not (pass-through fee)	Fish & Game Code § 711.4	\$2,280.75	\$2,361.00
Fish & Game Fee for Environmental Impact Report (pass-through fee)	Fish & Game Code § 711.4	\$3,168.00	\$3,279.00



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
County Clerk Processing Fee for Fish & Game (pass-through fee)	Fish & Game Code § 711.4	\$50.00	\$52.00
<u>PARKS</u>			
Arborist Review (when required)	Resolution No. 33-2008	\$238.00	\$246.00
<u>NOTICING</u>			
Noticing, R-1 and R-2	Resolution No. 27-2011	\$640.00	\$662.00
Noticing, All Other Districts	Resolution No. 27-2011	\$640.00	\$662.00
Noticing, R-1 Design Review, Residential	Resolution No. 27-2011	\$890.00	\$921.00
Noticing, R-1 Design Study, Residential	Resolution No. 27-2011	\$890.00	\$921.00
Noticing, Design Review, all other districts	Resolution No. 27-2011	\$890.00	\$921.00
Noticing, Minor Modifications, Hillside Area Construction Permits	Resolution No. 27-2011	\$744.00	\$770.00
Noticing, General Plan Amendment – Re-zoning	Resolution No. 33-2008	\$1,331.00	\$1,378.00
Noticing, Environmental Impact Report	Resolution No. 33-2008	\$1,331.00	\$1,378.00
Noticing, City Council Appeal	Resolution No. 33-2008	\$100.00	\$103.00
Noticing, Accessory Dwelling Unit Amnesty Permit	Resolution No. 61-2004	\$64.00	\$66.00



Proposed Master Fee Schedule

PLANNING

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Noticing – Wireless Communications	Municipal Code Chapter 25.77.120	\$586.00	\$607.00
Noticing – Replacement of Posted Sign		\$333.00	\$345.00
Noticing – Design Review Yard Sign		\$546.00	\$565.00
<u>SIGNS</u>			
50 square feet or less	Resolution No 27-2011	\$250.00	\$259.00
Over 50 SF and less than 200 square feet	Resolution No. 27-2011	\$356.00	\$368.00
Over 200 square feet	Resolution No. 27-2011	\$410.00	\$424.00
Sign Variance	Resolution No. 27-2011	\$3,029.00	\$3,135.00
Removal of Illegal Sign	Resolution No. 33-2008	\$121.00	\$125.00
<u>PUBLICATIONS</u>			
Zoning Map	Resolution No. 32-2009	\$5.00	No Change



Proposed Master Fee Schedule

DEVELOPMENT IMPACT FEES (PLANNING)

The **Bayfront Development Fee** is charged to all new construction/development within the Bayfront Specific Plan Area on the east side of US 101. One-half of the fee is payable before issuance of a building permit and the balance is payable when certificate of occupancy is requested. Ordinance No. 1739 (2004), as amended, provides for annual adjustment based on the construction cost index published in the Engineering News Record (ENR) as of July 1 of each year. Adjustments to these fees will be included in the City of Burlingame Master Fee Schedule based on any change in the construction cost index as of July 1, 2019.

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Bayfront Development Fee</u>			
Office	Ord. No. 1739 (2004)	\$2,712.00/TSF	No Change
Restaurant		\$10,923.00/TSF	
Hotel		\$889.00/room	
Hotel, Extended Stay		\$864.00/room	
Office, Warehouse, Manufacturing		\$4,112.00/TSF	
Retail – Commercial		\$9,985.00/TSF	
Car Rental		\$63,369.00/acre	
Commercial Recreation		\$19,666.00/acre	
All Other		\$2,185.00 per p.m. peak hour trip as detailed by traffic study	



Proposed Master Fee Schedule

DEVELOPMENT IMPACT FEES (PLANNING)

North Burlingame & Rollins Road Development Fees are charged to all new construction and development within the North Burlingame/Rollins Road Specific Plan Area. One-half of the fee is payable before issuance of a building permit and the balance is payable when certificate of occupancy is requested. Ordinance No. 1751 (2005) provides for annual adjustment beginning in 2006, based on the construction cost index published in the Engineering News Record (ENR) as of July 1 of each year. Adjustments to these fees will be included in the City of Burlingame Master Fee Schedule based on any change in the construction cost index as of July 1, 2019.

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>North Burlingame & Rollins Road Development Fee</u>			No Change
Rollins Road Area of Benefit	Ord. No. 1751 (2005)	\$0.62 per square foot of building	
<u>El Camino North Area of Benefit</u>			
Multiple family dwelling or duplex	Ord. No. 1751 (2005)	\$0.62 per square foot of building	
Any use other than multiple family dwelling or duplex	Ord. No. 1751 (2005)	\$0.78 per square foot of building	



Proposed Master Fee Schedule

DEVELOPMENT IMPACT FEES (PLANNING)

The **Public Facilities Impact Fee** is a general category of fees based on the uses, number of dwelling units and/or amount of square footage to be located on the property after completion of a development project. The fees are committed to public improvement, public services, and community amenities affected by new development (Burlingame Municipal Code Chapter 25.80).

The purpose of the fee is established upon approval of a permit for construction or reconstruction, and is intended for improvements in one or more of the following categories:

- General Facilities & Equipment
- Libraries
- Police
- Parks & Recreation
- Streets & Traffic
- Fire
- Storm Drainage

	Single Family	Multifamily	Commercial	Office	Industrial
	Fee per Dwelling Unit	Fee per Dwelling Unit	Fee per 1,000 sq.ft. of Building	Fee per 1,000 sq.ft. of Building	Fee per 1,000 sq.ft. of Building
General	\$ 2,756	\$ 1,636	\$ 640	\$ 930	\$ 305
Library	\$ 2,383	\$ 1,415	\$ 478	\$ 695	\$ 228
Police	\$ 437	\$ 259	\$ 102	\$ 147	\$ 48
Parks	\$ 590	\$ 350	\$ 118	\$ 172	\$ 56
Traffic/Streets	\$ 1,573	\$ 1,105	\$ 1,810	\$ 7,285	\$ 1,146
Fire	\$ 642	\$ 381	\$ 248	\$ 360	\$ 118
Storm Drainage	\$ 781	\$ 391	\$ 442	\$ 717	\$ 628
Total Impact Fee:	\$ 9,162	\$ 5,537	\$3,838	\$10,306	\$2,529

The establishing ordinance provides no annual escalator for the Public Facilities Impact Fee.



Proposed Master Fee Schedule

DEVELOPMENT IMPACT FEES (PLANNING)

Commercial Development Impact Fees were adopted by the City Council in 2017-2018 to provide a dedicated source of funding for programs supporting workforce housing in Burlingame.

- Retail - \$7.00 per square foot (\$5.00 w/ prevailing wages)
- Hotel - \$12.00 per square foot (\$10.00 w/ prevailing wages)
- Office projects of 50,000 square feet or less - \$18.00 per square foot (\$15.00 w/ prevailing wages)
- Office projects greater than 50,000 square feet - \$25.00 per square foot (\$20.00 w/ prevailing wages)



Proposed Master Fee Schedule

DEVELOPMENT IMPACT FEES (PLANNING)

Residential Development Impact Fees are scheduled to be adopted by the City Council on April 1, to be effective June 1, 2019. The fees are to be used to increase, improve, and/or protect the supply of housing affordable to moderate-, low-, very low-, and extremely low-income households. An “in-lieu” option is available where the developer chooses to provide an affordable unit or units on site.

	Impact Fee – Per Square Foot	
	Base	With Prevailing / Area Wage
Rental Multifamily – 11 units and above		
Up to 50 du/ac	\$17.00 / sq ft	\$14.00 / sq ft
51-70 du/ac	\$20.00 / sq ft	\$17.00 / sq ft
71 du/ac and above	\$30.00 / sq ft	\$25.00 / sq ft
For Sale Multifamily (Condominiums) – 7 units and above		
	\$35.00 / sq ft	\$30.00 / sq ft
Notes: <ol style="list-style-type: none"> 1. Rental Multifamily with total of 10 units or fewer are exempt. 2. For Sale Multifamily (Condominiums) with total of 6 units or fewer are exempt. 3. Rental projects that convert to condominiums within 10 years of completion of construction would be subject to the fee differential as a condition of conversion. The fee differential shall be based on the fee structure in place at the time of conversion to condominiums, minus the fees originally submitted at the time of construction. 		



Proposed Master Fee Schedule

DEVELOPMENT IMPACT FEES (PLANNING)

Burlingame Avenue Parking In Lieu Fees are applicable only to commercial properties within Downtown Burlingame and are collected in those instances where a land-use requires additional parking, but the site cannot physically accommodate additional spaces. The fee is based upon a per-space, or portion thereof that is not being provided on the property. The funds are to remain in the City's Parking fund to help defray the cost of building a City-owned and operated parking structure. The fees are updated annually based on the February Consumer Price Index – Urban Wage Earners and Clerical Workers (CPI-W) for the San Francisco Area.

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Burlingame Avenue Parking in Lieu Fees</u>	Resolution 48-2000	\$54,468.92	\$56,258.68



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Vehicle Release	Resolution No.32-2009	\$150.00	\$155.00
Police Reports Report Copies	Resolution No.32-2009 Gov't Code § 6253(b)	\$0.25 per page	No Change
Fingerprint Rolling Fee	Live scan Fee Set by State of California Department of Justice	\$35.00 plus appropriate State Dept. of Justice and/or Federal processing fee	No Change
CD's/DVD's Containing Digital Files	Resolution No.32-2009	\$93.25 per CD/DVD	\$96.50 per CD/DVD
Clearance Letter	Resolution No. 32-2009	\$27.00	\$28.00
Repossessed Vehicle	Gov't Code § 41612	\$15.00	No Change



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Preferential Parking Permits</u> (Residential Permit Parking Program)			
Issuance (up to 2 permits for same address)	Resolution No. 22-2008 (Section 13.36.070)	\$55.00	\$57.00
Annual renewal (up to 2 permits for same address)	Resolution No. 22-2008 (Section 13.36.070)	\$55.00	\$57.00
Charge for replacement of lost permit	Resolution No. 22-2008 (Section 13.36.070)	\$55.00	\$57.00
Driving Under Influence (DUI) Fees	Resolution No. 32-2009	\$223.00 per hour	\$231.00 per hour
	Resolution No. 33-2007	\$130.00 per blood test	\$136.00 per blood test
	Resolution No. 33-2007	\$48.00 per breath or urine test	\$50.00 per breath or urine test
	Resolution No. 33-2007	\$130.00 per refused blood test	\$136.00 per refused blood test
Security Service (Outside Detail) (minimum charge of four hours)	Resolution No. 33-2008	\$140.00 per hour	\$145.00 per hour



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Alarm Permit Application Fee	Resolution No. 116-2003 (Section 10.10.110)	\$18.00	No Change
Alarm Permits (Annual Renewal)	Resolution No. 116-2003 (Section 10.10.110)	\$32.00 per year	No Change
<u>False Alarm Charge</u> 1 to 2 false alarms	Resolution No. 116-2003 (Section 10.10.090) Resolution No. 116-2003 (Section 10.10.090) Resolution No. 28-2006 (Section 10.10.090)	No Charge	No Change
3 to 5 false alarms		\$50.00 each	No Change
6 or more false alarms		\$100.00 each	No Change
Any false alarm for which no alarm permit has been issued		\$50.00 (includes cost of alarm permit plus \$18.00 initial application fee)	No Change
Live Entertainment Permit	Resolution No. 32-2009 (Sections 6.16.090 6.16.030)	\$580.00	\$600.00
Single Event Entertainment Permit	(Section 6.16.090)	New Fee	\$103.00
Peddlers and Solicitors	Resolution No. 41-2008 (Section 6.24.030)	\$617.00 for investigation plus fingerprinting fees	\$639.00 for investigation plus fingerprinting fees



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Curb Painting	Resolution No. 33-2007	\$57.00 for investigation	\$59.00 for investigation
<u>Tanning Salon Application</u>	Resolution No. 41-2008 (Section 6.42.060)	\$944.00 plus fingerprinting fees	\$977.00 plus fingerprinting fees
Sale or Transfer	Resolution No. 41-2008 (Section 6.42.120)	\$864.00 plus fingerprinting fees	\$894.00 plus fingerprinting fees
Renewal	Resolution No. 41-2008 (Section 6.42.160)	\$648.00 plus fingerprinting fees	\$671.00 plus fingerprinting fees
<u>Massage Operator Application</u>	Resolution No. 32-2009 (Section 6.40.060)	\$1,221.00 plus fingerprinting fees	\$1,264.00 plus fingerprinting fees
Sale or Transfer	Resolution No. 32-2009 (Section 6.40.120)	\$1,221.00 plus fingerprinting fees	\$1,264.00 plus fingerprinting fees
Renewal	Resolution No. 32-2009 (Section 6.40.160)	\$765.00 plus fingerprinting fees	\$792.00 plus fingerprinting fees



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Model/Escort Service</u> Application	Resolution No. 41-2008 (Section 6.41.040)	\$1,036.00 plus fingerprinting fees	\$1,072.00 plus fingerprinting fees
Sale or Transfer	Resolution No. 41-2008 (Section 6.41.100)	\$945.00 plus fingerprinting fees	\$978.00 plus fingerprinting fees
Renewal	Resolution No. 41-2008 (Section 6.41.130)	\$648.00 plus fingerprinting fees	\$671.00 plus fingerprinting fees
<u>Private Patrol Company</u> Application	Resolution No. 41-2008 (Section 6.44.050)	\$347.00 plus fingerprinting fees	\$359.00 plus fingerprinting fees
Renewal	Resolution No. 41-2008 (Section 6.44.080)	\$174.00 plus fingerprinting fees	\$180.00 plus fingerprinting fees
<u>Taxi Operator</u> Application	Section 6.36.050	Business license fee plus fingerprinting fees	No Change
Renewal	Section 6.36.190	Business license fee plus fingerprinting fees	



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Taxi Driver</u> Application	Section 6.36.050	\$70.00 plus fingerprinting fees	\$72.00 plus fingerprinting fees
Renewal	Section 6.36.190	\$64.00 plus fingerprinting fees	\$66.00 plus fingerprinting fees
Taxicab Annual Inspection	Section 6.36.120	\$80.00 per vehicle	\$83.00 per vehicle
Valet Parking	Resolution No. 41-2008 (Section 6.30.040)	\$670.00 plus fingerprinting fees	\$693.00 plus fingerprinting fees
Concealed Weapon	Resolution No. 32-2009	\$1,130.00 for investigation	\$1,170.00 for investigation
Fortune Teller	Resolution No. 41-2008 (Set by Section 6.38.060)	\$670.00 plus fingerprinting fees	\$693.00 plus fingerprinting fees
Unruly Gathering	Section 10.70.070	Cost of Hours of Officer Response	No Change



Proposed Master Fee Schedule

POLICE

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Special Events & Street Closing:	Resolution No. 32-2009		
Application and Permit		\$100.00	\$103.00
Sidewalk Closure		\$100.00 per parcel/per day	\$103.00 per parcel/per day
Road Closure		\$200.00 per parcel/per day	\$207.00 per parcel/per day
Verification of non-resident "proof-of-correction" citations	Resolution No. 90-2009	No Charge	No Change



Proposed Master Fee Schedule

SEWER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>SEWER CONNECTION FEES</u>			
Single-family and Duplex	Section 15.08.020	\$264.00/unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$266.00/unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19
Multi-family	Section 15.08.020	\$201.00/unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$204.00/unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19
Commercial/Retail	Section 15.08.020	\$420.00/thousand square feet (TSF) Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$425.00/thousand square feet (TSF) Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19
Office	Section 15.08.020	\$91.00/TSF Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$92.00/TSF Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19



Proposed Master Fee Schedule

SEWER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Warehouse	Section 15.08.020	\$118.00/TSF Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$119.00/TSF Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19
Restaurant	Section 15.08.020	\$1,040.00/TSF Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$1,050.00/TSF Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19
Hotel with Restaurant	Section 15.08.020	\$663.00/room Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$670.00/room Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19
Hotel without Restaurant	Section 15.08.020	\$410.00/room Fee updated based on Engineering News Record Construction Cost Index as of 1/1/18	\$414.00/room Fee updated based on Engineering News Record Construction Cost Index as of 1/1/19



Proposed Master Fee Schedule

SEWER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>INDUSTRIAL WASTE DISCHARGE FEES</u>			
The fee covers two (2) samples; additional samples charged according to the Analytical Processing Fee Schedule below.			
Light Discharger, Annual	Ord. No. 1786 (2006)	\$606.00	No Change
Moderate Discharger, Annual	Ord. No. 1786 (2006)	\$1,660.00	No Change
Heavy Discharger, Annual	Ord. No. 1786 (2006)	\$2,318.00	No Change
Non-Conventional Discharger, Annual	Ord. No. 1786 (2006)	\$1,239.00	No Change
Groundwater Discharger	Ord. No. 1786 (2006)	Non-conventional Fee plus \$6.98 per 1000 gallons discharged	No Change
Application Processing Fee	Ord. No. 1786 (2006)	\$160.00	No Change
<u>ANALYTICAL FEES</u>			
In-house Testing	Ord. No. 1786 (2006)	Cost	No Change
Contract Lab Testing	Ord. No. 1786 (2006)	Cost plus 15%	No Change



Proposed Master Fee Schedule

SEWER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>BIMONTHLY SEWER SERVICE CHARGES</u>			
Single-family or duplex	Ord. No. 1844-2010 Section 15.08.070 (Effective 1/1/2012)	\$12.25 per thousand gallons. Minimum charge \$24.50	No Change
Multi-family residential	Ord. No. 1844-2010 Section 15.08.070 (Effective 1/1/2012)	\$11.45 per thousand gallons	No Change
Restaurant, other commercial food-related uses	Ord. No. 1844-2010 Section 15.08.070 (Effective 1/1/2012)	\$32.59 per thousand gallons	No Change
Heavy strength commercial	Ord. No. 1844-2010 Section 15.08.070 (Effective 1/1/2012)	\$21.97 per thousand gallons	No Change
Light strength commercial	Ord. No. 1844-2010 Section 15.08.070 (Effective 1/1/2012)	\$13.53 per thousand gallons	No Change
Institutional	Ord. No. 1844-2010 Section 15.08.070 (Effective 1/1/2012)	\$4.80 per thousand gallons	No Change



Proposed Master Fee Schedule

SEWER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>NEW CUSTOMERS IN SINGLE-FAMILY OR DUPLEX CLASSIFICATION</u>			
<u>Number of Residents</u>	Section 15.08.072 (Effective 1/1/2012)		No Change
1		\$47.63	
2		\$59.26	
3		\$72.52	
4		\$85.78	
5		\$97.94	
6		\$101.44	
7		\$110.30	
8		\$128.46	
9 or more		\$150.60	



Proposed Master Fee Schedule

WATER

Water fees are set via a three year rate-setting cycle with an effective date of January 1. The following rates are effective January 1, 2019.

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>BI-MONTHLY CHARGE FOR METERS</u>			
5/8" and 3/4" meter	Ord. No. 1880 (2017)	\$84.03	No Change
1" meter	Ord. No. 1880 (2017)	\$140.05	No Change
1 - 1/2" meter	Ord. No. 1880 (2017)	\$280.10	No Change
2" meter	Ord. No. 1880 (2017)	\$448.16	No Change
3" meter	Ord. No. 1880 (2017)	\$840.30	No Change
4" meter	Ord. No. 1880 (2017)	\$1,400.50	No Change
6" meter	Ord. No. 1880 (2017)	\$2,801.00	No Change
8" meter	Ord. No. 1880 (2017)	\$4,481.60	No Change



Proposed Master Fee Schedule

WATER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>WATER CONSUMPTION</u>			
Single Family Residential Tiers	Ord. No. 1880 (2017)	Rates per thousand gallons Tier 1 (0-4,000 gal): \$9.79 Tier 2 (4,001-8,000 gal): \$10.98 Tier 3 (8,001-16,000 gal): \$12.18 Tier 4 (16,001-24,000 gal): \$13.38 Tier 5 (24,001 gal & above): \$14.58	No Change
Commercial/Multi-Family/Duplex/Other	Ord. No. 1880 (2017)	Effective Jan 1, 2019: \$11.46 per thousand gallons	No Change
<u>Water Service Turn-On</u> 8 a.m. to 3:15 p.m., Monday thru Friday 3:16 p.m. to 3:30 p.m., Monday thru Friday 3:31 p.m. to 7:59 a.m., Monday thru Friday Saturday/Sunday/Holiday	Ord. No. 1880 (2012)	No Charge \$20.00 \$60.00 \$60.00	No Change
SERVICE	REFERENCE	CURRENT FEE	NEW FEE



Proposed Master Fee Schedule

WATER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Penalty Fee (Past Due)</u> Not paid within 30 days of billing	Ord. No. 1880 (2012)	1.5% penalty	No Change
<u>Service Renewal</u> 8 a.m. to 3:15 p.m., Monday thru Friday 3:16 p.m. to 3:30 p.m., Monday thru Friday 3:31 p.m. to 4:50 p.m., Monday thru Friday	Ord. No. 1880 (2012)	\$35.00 \$45.00 \$60.00	No Change
Maintenance of Water in Fire Protection System	Ord. No. 1880 (2012)	\$1.00 per month per inch of pipe diameter, with \$2.00 minimum charge	No Change
<u>Flow Test</u> 5/8" through 1" 1 - ½" and 2" Over 2"	Ord. No. 1880 (2012)	\$50.00 \$80.00 \$100.00 minimum (if over \$100.00, cost of testing plus 15%)	No Change



Proposed Master Fee Schedule

WATER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
Temporary Water Service Meter charges (does not include water consumption)	Ord. No. 1880 (2012)	\$750.00 deposit \$43.00 per month for 1-inch meter \$85.00 per month for three-inch meters	No Change
Water Service Turn-on Deposit if Delinquent on City Water Account in Previous 12 months	Ord. No. 1880 (2012)	\$50.00 or 2 months estimated consumption, whichever is greater	No Change
Work on City Water System	Ord. No. 1880 (2012)	\$60.00 permit \$1,500.00 bond or deposit	No Change
Fire Flow Test	Section 15.04.030	\$242.00 per hydrant	No Change



Proposed Master Fee Schedule

WATER

SERVICE	REFERENCE	CURRENT FEE	NEW FEE
<u>Water Line Installation</u>			No Change
5/8" bypass meter	Ord. No. 1805 (2007)	\$350.00	
3/4" service with meter	Ord. No. 1805 (2007)	\$4,100.00	
1" service with meter	Ord. No. 1805 (2007)	\$4,135.00	
1 - ½ " service with meter	Ord. No. 1805 (2007)	\$5,280.00	
2" service with meter	Ord. No. 1805 (2007)	\$5,420.00	
If larger than 2" or a length of more than 60 feet	Ord. No. 1805 (2006)	Cost plus 15%	
<u>Meter Upgrade</u>			No Change
To 3/4" meter or 1" meter (meter only)	Ord. No. 1805 (2007)	\$254.00	



Proposed Master Fee Schedule

COUNTY FEES - ANIMAL CONTROL

The City's agreement with San Mateo County requires that animal control fees reflect the fees adopted by the County Board of Supervisors (S.M.C Ordinance No. 04628, approved July 24, 2012). These fees are subject to changes based on any future action by the County of San Mateo, and are available on-line at

https://library.municode.com/ca/san_mateo_county/codes/code_of_ordinances?nodeId=TIT6AN#!