



# **City of Burlingame Master Fee Schedule**

**EFFECTIVE ON AUGUST 21, 2023**



## Table of Contents

1. City-wide Fees .....	1
2. Building Fees .....	2 - 16
3. City Clerk and Elections Fees .....	17
4. Engineering Fees .....	18 - 26
5. Finance Fees .....	27
6. Fire Fees – CCFD .....	28 - 38
7. Library Fees .....	39 – 40
8. Parks and Recreation .....	41 – 60
9. Planning Fees .....	61 – 70
10. Police Fees .....	71 – 75
11. Sewer Fees .....	76 – 80
12. Water Fees .....	81 – 87
13. County Fees .....	88



Fiscal Year 2023-24 Master Fee Schedule

## CITY-WIDE FEES

SERVICE	REFERENCE	FEE
Returned Check	Resolution No. 31-2003	\$30.00
<b>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)</b>  To be paid in advance	Gov't Code § 6253(b)	\$0.25 per page
<b>Copies of Reports/Statements filed pursuant to Political Reform Act</b>	Gov't Code § 81008	\$0.10 per page
<b>Audio tape copies (except for Police)</b> <b>If blank tape supplied</b>	Resolution No. 32-2009	\$18.00 per tape
<b>If no tape supplied</b>	Resolution No. 32-2009	\$18.00 per tape plus purchase costs of tape



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>BUILDING PERMIT FEES BASED ON TOTAL VALUATION</u></b>		
<b>\$1.00 to \$500.00</b>	Resolution No. 27-2011	\$37.00
<b>\$501.00 to \$2,000.00</b>	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
<b>\$2,001.00 to \$25,000.00</b>	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
<b>\$25,001.00 to \$50,000.00</b>	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
<b>\$50,001.00 to \$100,000.00</b>	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



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b>\$100,001.00 to \$500,000.00</b>	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
<b>\$500,001.00 to \$1,000,000.00</b>	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
<b>More than \$1,000,000.00</b>	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
<b><u>OTHER BUILDING PERMIT FEES</u></b>		
<b>Building inspections outside normal business hours</b>	Resolution No. 27-2011	\$289.00 per hour (minimum charge of 2 hours)
<b>Re-inspection fees (minimum – one hour)</b>	Resolution No. 27-2011	\$289.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b>General fire inspections for new building and tenant remodels limited to building permits of commercial or multi-family residential</b>	Resolution No. 27-2011	Determined by CCFD – pass-through costs
<b><u>PLAN REVIEW FEES</u></b>		
<b>Basic Fee – Building Division</b>	Resolution No. 104-2002	65% of Building Permit Fee
<b>Energy Plan Check Fee (where applicable; includes review of Green Points Checklist)</b>	Resolution No. 104-2002	Additional 25% of Building Permit Fee
<b>Disabled Access Plan Check Fee (where applicable)</b>	Resolution No. 104-2002	Additional 35% of Building Permit Fee
<b>Review of Request for Alternate Materials and Methods</b>	Resolution No. 27-2011	\$351.00 per hour
<b>Review of Unreasonable Hardship Request</b>	Resolution No. 27-2011	\$351.00 per hour
<b>Planning Department Plan Check Fee (where applicable)</b>  Minimum fee of \$84.00	Resolution No. 104-2002	Additional 25% of Building Permit Fee
<b>Plan Revisions for Planning Department</b>	Resolution No. 27-2011	\$351.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

# BUILDING

SERVICE	REFERENCE	FEE
<b>Plan Revisions Subsequent to Permit Issuance</b>	Resolution No. 27-2011	\$351.00 per hour plus cost of any additional review
<b>Engineering Division Plan Review (where applicable)</b>	Resolution No. 104-2002	Additional 25% of Building Permit Fee
<b>Imaging Fee</b>	Resolution No. 104-2002	Additional 5% of Building Permit Fee with minimum fee of \$5.00
<b>Arborist Review</b>	Resolution No. 33-2008	\$284.00
<b><u>PLUMBING PERMIT FEES</u></b>		
*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.		
<b>For issuance of each plumbing permit</b>	Resolution No. 27-2011	\$49.00
**The following items are in addition to the Basic Permit Issuance Fee:		
<b><u>New Residential Building</u> - including all plumbing fixtures, connections and gas outlets for new single- and multi-family buildings</b>	Resolution No. 32-2009	\$0.14 per square foot of habitable area



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>Fixtures and vents</u></b> For each plumbing fixture or trap (including water and waste piping and backflow prevention)	Resolution No. 27-2011	\$21.00
<b><u>Sewer and interceptors</u></b> For each building sewer	Resolution No 27-2011	\$76.00
For each industrial waste pretreatment interceptor (except kitchen-type grease traps)	Resolution No. 27-2011	\$64.00
<b><u>Water Piping and Water Heaters</u></b> For installation alteration or repair of water piping or water-treatment equipment	Resolution No. 27-2011	\$64.00
For each water heater including vent	Resolution No. 27-2011	\$64.00
<b><u>Gas Piping Systems</u></b> For each gas piping system of one to five outlets	Resolution No. 27-2011	\$42.00
For each additional outlet over five	Resolution No. 33-2008	\$8.00





Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>Irrigation Systems and Backflow Prevention Devices</u></b>		
Irrigation systems including backflow device(s)	Resolution No. 27-2011	\$64.00
Other backflow prevention devices:		
2 inches (50.8 mm) and smaller	Resolution No. 27-2011	\$64.00
Over 2 inches (50.8 mm)	Resolution No. 27-2011	\$67.00
<b><u>Swimming Pools</u></b>		
For each swimming pool or spa, all plumbing:		
Public pool	Resolution No. 27-2011	\$259.00
Public spa	Resolution No. 27-2011	\$195.00
Private pool	Resolution No. 27-2011	\$259.00
Private spa	Resolution No. 27-2011	\$195.00
<b><u>Miscellaneous</u></b>		
For each appliance or fixture for which no fee is listed	Resolution No. 27-2011	\$42.00
Inspections outside normal business hours	Resolution No. 27-2011	\$289.00 per hour (minimum charge of 2 hours)
Re-inspection fees (minimum – one hour)	Resolution No. 27-2011	\$289.00 per hour
Inspections for which no fee is specifically indicated (minimum charge is one-half hour)	Resolution No. 27-2011	\$289.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b>Imaging fee</b>	Resolution No. 32-2009	Additional 5% of plumbing permit fee with minimum fee of \$5.00
<b>Plan review (where applicable)</b>	Resolution No. 104-2002	Additional 25% of plumbing permit fee
<b><u>MECHANICAL PERMIT FEES</u></b>		
*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		
<b><u>Basic Permit Issuance Fee</u> For issuance of each mechanical permit**</b>	Resolution No. 27-2011	\$49.00
**The following items are in addition to the Basic Permit Issuance Fee:		
<b><u>New Residential Building including all mechanical work including appliances, exhaust fans, ducts, and flues</u></b>	Resolution No. 32-2009	\$0.15 per square foot of habitable area
<b><u>Furnaces</u> To and including 100 MBTU</b>	Resolution No. 27-2011	\$64.00
<b>Over 100 MBTU</b>	Resolution No. 27-2011	\$67.00
<b><u>Boilers, compressors, absorption systems</u> To and including 100 MBTU or 3HP</b>	Resolution No. 27-2011	\$64.00
<b>Over 100 MBTU or 3 HP</b>	Resolution No. 27-2011	\$67.00



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>Air Conditioners</u></b>	Resolution No. 27-2011	\$64.00
<b><u>Air Handlers</u></b> To 10,000 CFM including ducting	Resolution No. 27-2011	\$42.00 each
Over 10,000 CFM	Resolution No. 27-2011	\$67.00 each
<b><u>Ventilation and Exhaust</u></b> Each ventilation fan attached to a single duct	Resolution No. 27-2011	\$21.00 each
Each hood including ducts	Resolution No. 27-2011	\$33.00 each
<b><u>Miscellaneous</u></b> For each appliance or piece of equipment not specifically listed above	Resolution No. 27-2011	\$33.00 each
<b><u>Inspections outside normal business hours</u></b>	Resolution No. 27-2011	\$289.00 per hour (minimum charge of 2 hours)
<b><u>Re-inspection fees</u></b> (minimum charge is one hour)	Resolution No. 27-2011	\$289.00 per hour
<b><u>Inspections for which no fee is specifically indicated</u></b> (minimum charge is one-half hour)	Resolution No. 27-2011	\$289.00 per hour
<b>Imaging fee</b>	Resolution No. 32-2009	Additional 5% of mechanical permit fee with minimum fee of \$5.00



Fiscal Year 2023-24 Master Fee Schedule

# BUILDING

SERVICE	REFERENCE	FEE
<b>Plan review (where applicable)</b>	Resolution No. 104-2002	Additional 25% of mechanical permit fee
<b><u>ELECTRICAL PERMIT FEES</u></b>		
*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:		
<b>For issuance of each electrical permit**</b>	Resolution No. 27-2011	\$49.00
<b>New Residential Building - including all wiring and electrical devices in or on each building, including service</b>	Resolution No. 32-2009	\$0.15 per square foot of habitable area
<b><u>SYSTEM FEE SCHEDULE</u></b>		
<b><u>Swimming Pools</u> Public swimming pools and spas including all wiring and electrical equipment</b>	Resolution No. 27-2011	\$257.00
<b>Private pools for single-family residences</b>	Resolution No. 27-2011	\$198.00



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>Temporary Power</u></b> Temporary power/service pole including all attached receptacles and wiring for construction sites, Christmas tree lots, etc.	Resolution No. 27-2011	\$67.00
<b><u>UNIT FEE SCHEDULE</u></b>		
<b><u>Receptacle, switch and light outlets</u></b> First 20 units	Resolution No. 27-2011	\$63.00
Each additional	Resolution No. 32-2009	\$4.00
<b><u>Residential Appliances</u></b> For fixed residential appliances including cook tops, ovens, air conditioning, garbage disposals, and similar devices not exceeding 1 HP in rating  (For other types of air conditioners or other motor-driven appliances having larger ratings, see Power Apparatus below)	Resolution No. 32-2009	\$11.00 each



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<p><b><u>Nonresidential Appliances</u></b> 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	\$11.00 each



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<p><b><u>Power Apparatus</u></b> For motors, generators, air conditioners and heat pumps and commercial cooking devices as follows (ratings in horsepower, kilowatts, kilovolt-amperes, or kilovolt-amperes-reactive):</p> <p><b>Up to 10</b></p> <p><b>Over 10 to and including 100</b></p> <p><b>Over 100</b></p> <p><b>Notes:</b> 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.</p>	<p>Resolution No 27-2011</p> <p>Resolution No. 27-2011</p> <p>Resolution No. 27-2011</p>	<p>\$33.00</p> <p>\$64.00</p> <p>\$128.00</p>



Fiscal Year 2023-24 Master Fee Schedule

# BUILDING

SERVICE	REFERENCE	FEE
<b><u>Photo voltaic systems</u></b>		
<b><u>Residential systems</u></b>		
Permit	Resolution No. 32-2009	No Charge
Plan Check	Resolution No. 32-2009	No Charge
<b><u>Commercial Systems</u></b>		
Permit	Resolution No. 27-2011	\$433.00
Plan Check	Resolution No. 27-2011	\$351.00 per hour
<b><u>Busways</u></b>		
For trolleys and plug-in type busways	Resolution No. 27-2011	\$35.00 for each 100 feet (30,500 mm) or fraction thereof
<b><u>Signs, Outline Lighting and Marquees Permits</u></b>		
Signs, outline lighting, or marquees supplied from one circuit	Resolution No. 27-2011	\$67.00 each
For additional branch circuits within the same sign, outline lighting, or marquee	Resolution No. 32-2009	\$21.00 each





Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>Services</u></b>		
<b>600 volts or less and not over 200 amperes in rating</b>	Resolution No. 27-2011	\$67.00 each
<b>600 volts or less, over 200 amperes to 1,000 amperes</b>	Resolution No. 27-2011	\$102.00 each
<b>Over 600 volts or over 1,000 amperes</b>	Resolution No 27-2011	\$136.00 each
<b><u>Miscellaneous</u></b>		
<b>For apparatus, conduits, and conductors for which a permit is required but for which no fee is set forth</b>	Resolution No. 27-2011	\$42.00
<b>Inspections outside normal business hours</b>	Resolution No. 27-2011	\$289.00 per hour (minimum charge of 2 hours)
<b>Re-inspection fees (minimum charge is one hour)</b>	Resolution No. 27-2011	\$289.00 per hour
<b>Inspections for which no fee is specifically indicated (minimum charge is one-half hour)</b>	Resolution No 27-2011	\$289.00 per hour
<b>Imaging fee</b>	Resolution No. 32-2009	Additional 5% of electrical permit fee with minimum fee of \$5.00
<b>Plan review (where applicable)</b>	Resolution No. 104-2002	Additional 25% of electrical permit fee



Fiscal Year 2023-24 Master Fee Schedule

## BUILDING

SERVICE	REFERENCE	FEE
<b><u>RECYCLING DEPOSITS</u></b>		
Alteration of, and/or addition to, an existing structure, single family		1.5% of Job Value with a maximum deposit of \$5,000
Alteration of, and/or addition to, an existing structure, other than a single family		1.5% of Job Value with a maximum deposit of \$10,000
Construction of a new structure, single family		1.0% of Job Value with a maximum deposit of \$10,000
Construction of a new structure, other than a single family		1.0% of Job Value with a maximum deposit of \$50,000
Demolition of an entire structure		\$0.025/lb. of the estimated weight of the demolition debris
<b><u>GENERAL FEES</u></b>		
Building Moving	Resolution No. 32-2009 (Section 18.07.030)	\$432.00
General Plan and Title 25 Zoning Ordinance Maintenance Fee		Additional 0.005% of Building Valuation
Copy Research Services Fee		\$60.00 per designer



Fiscal Year 2023-24 Master Fee Schedule

## CITY CLERK & ELECTIONS

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



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

SERVICE	REFERENCE	FEE
<b><u>ENCROACHMENT PERMITS</u></b>		
<b><u>Work without the benefit of an Encroachment Permit will be double the permit fee.</u></b>		
Minor (no excavation involved)		\$276.00
Sewer Lateral Test	Resolution No. 32-2009	\$493.00 – If fail, one time free retest
Sewer Lateral Replacement (with Sidewalk fee)	Resolution No. 32-2009	\$506.00
Storm Service Connection (with sidewalk fees)		\$506.00
Water Service Connection (with Sidewalk fee)	Resolution No. 32-2009	\$662.00
Fire System Connection (with Sidewalk Add No. 5)	Resolution No. 32-2009	\$662.00
Sidewalk/Driveway up to 200 S.F. (Includes Curb Drain)	Resolution No. 32-2009 Sections 12.10.030/12.08.020/ 12.04.030	\$477.00 plus \$15.00 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	\$476.00 per review
Traffic Control	Resolution No. 33-2008	\$388.00 per review
Block Party (includes up to 6 barricades)	Resolution No. 27-2006	\$64.00 plus \$5.00 for each add'l barricade over 6



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

SERVICE	REFERENCE	FEE
<b>Commercial Areas and Construction Purposes (i.e. Dumpsters/Containers)</b>		\$246.00 plus \$12.00 space per day or meter rates
<b>Moving Only Purposes (Residential Areas)</b>		\$39.00 processing fee plus \$12.00 per space per day



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

SERVICE	REFERENCE	FEE
<b><u>GENERAL FEES</u></b>		
<b>Demolition Permit (in addition to any Building Department-issued Demolition or Construction Permit) Includes sewer, water and sidewalk replacement</b>	Resolution No. 32-2009	\$1,820.00
<b>Add fire line</b>	Resolution No. 32-2009	\$97.00
<b>Add curb drain</b>	Resolution No. 32-2009	\$260.00
<b>Add sidewalk closure</b>	Resolution No. 32-2009	\$260.00
<b>Add PG&amp;E</b>	Resolution No. 32-2009	\$260.00
<b>Address Change</b>	Resolution No. 32-2009	\$378.00
<b>Single Trip -Transportation Fee (Fixed rate set by Caltrans)</b>	Senate Bill SB 372	\$16.00
<b>Leaf Blower Testing Certification Fee</b>	Ord. No. 1871 (2012)	\$39.00 for up to 5 leaf blowers \$5.00 for certification decal if certified by manufacturer



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

SERVICE	REFERENCE	FEE
<b>Creek Enclosures</b>	Resolution No. 32-2009 Section 18.24.020	\$3,528.00
<b>Abandonment of Public Utility Easement</b>		\$5,785.00
<b>Hauling Permit</b>	Section 13.60.120	\$282.00 application fee plus \$1.00 per ton per mile from project site to HWY
<b>Inspection/Investigation Fee</b>	Section 12.10.070	\$276.00 per hour
<b>Parklet Permit Fee</b>		\$1,590 per year*
<b>Parklet Cleaning Fee</b>		\$265 per month*
<b>Parklet Inspection Fee</b>		\$736 per quarter* & **

\*Bay Area Consumer Price Index (CPI) adjustment from October 2022 to October 2023 will be applied to the rates effective on January 1, 2024

\*\*The fee may vary based on required reinspection by the respective departments



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

<b><u>SPECIAL ENCROACHMENT PERMITS</u></b>		
<b>Subsurface Shoring Systems that encroach into the public right-of-way</b> <ul style="list-style-type: none"> <li>• Per 10'-20' deep tieback</li> <li>• Per &gt;20' deep tieback</li> <li>• For permanent area used (i.e. shoring wall)</li> </ul>		\$2,000.00 each \$1,000.00 each 50% of appraised land value per square foot (sf) multiplied by the area (sf) of encroachment
<b>Permanent structures, such as retaining walls, fences</b>	Resolution No. 32-2009 Section 12.10.020	\$3,068.00
<b>Non-permanent installations, such as tables, chairs, planters</b>	Resolution No. 32-2009 Section 12.10.020	\$1,801.00
<b><u>DEPOSITS OR BONDS FOR ENCROACHMENT PERMIT WORK</u></b>		
<b>Openings in Public Right-of-Way (not in sidewalk or street)</b>	Resolution No. 33-2007	\$1,000.00 Minimum (in easement area) \$15.00/sf for area excavated
<b>Openings in Public Right-of-Way in sidewalk (not in street)</b>	Resolution No. 33-2007	\$35.00 per square foot in sidewalk area, \$1,000.00 minimum
<b>Street Roadway Opening (AC Pavement Restoration)</b>	Resolution No. 33-2007 Section 12.10.025	\$20.00 per square foot in paved area, \$2,500.00 minimum including curb replacement





Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

<b>Water Main Modification (refundable bond)</b>	Resolution No. 33-2007	\$12,000.00 per connection
<b>Sewer Main &amp; Storm Drain Modification (refundable bond)</b>	Resolution No. 33-2007	\$12,000.00 per connection
<b>Street Lighting</b>		\$20,000.00 per street light
<b><u>SUBDIVISION MAPS</u></b>		
<b>Lot Line Adjustment</b>	Resolution No. 32-2009 (Section 26.24.090)	\$3,097.00 (application fee) + actual City consultant costs
<b>Lot Combination</b>	Resolution No. 32-2009 Section 26.24.090	\$3,097.00 (application fee) + actual City consultant costs
<b>Subdivision Map</b>	Resolution No. 32-2009 Sections 26.24.090/ 26.16.151	\$4,597.00 plus deposit, plus \$280.00 for each additional lot in excess of 5 lots; plus, actual City consultant costs
<b>City Benchmark Maintenance</b>	Applies to development projects that require a map action by Council	\$4,000 per map action (parcel or final map)



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

<b>Condominium Map</b>	Resolution No. 32-2009 Sections 26.24.090/ 26.16.151	\$3,739.00, plus \$703.00 for each additional unit over 4 units, plus actual City consultant costs
<b><u>STORMWATER POLLUTION PREVENTION CONSTRUCTION PERMITS</u></b>  ** The fees represent the labor cost to inspect and security deposit		
<b>Type 1 Project: Single family dwellings with 1<sup>st</sup> or 2<sup>nd</sup> floor additions on a 10,000 sf lot or smaller</b>		\$212.00 plus \$1,500.00 security deposit
<b>Type 2 Project: Multi-family dwellings or commercial additions (excluding tenant improvements) that are on a 10,000 sf lot or smaller</b>		\$423.00 plus \$5,000.00 security deposit
<b>Type 3 Project: Any project 10,000 sf up to an acre lot</b>		\$848.00 plus \$15,000.00 security deposit



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

<p><b>Type 4 Project: Any project greater than one acre in size</b></p>		<p>\$1,695.00 plus \$30,000 security deposit</p>
<p><b><u>WIRELESS COMMUNICATION FACILITIES</u></b></p>		
<p><b>Review of Wireless Permit Applications</b></p>	<p>Resolution 092-2021</p>	<p>\$1,000 deposit per location             Fee based on actual charges against the deposit. Charges will include staff time for permit review, processing and inspections calculated at hourly rates plus actual consultant costs, if any</p>
<p><b>Wireless Permit Application Appeal Fee</b></p>	<p>Resolution 092-2021</p>	<p>\$632.00</p>
<p><b><u>PLANNING APPLICATION REVIEWS</u></b></p>		
<p><b>Single Family Dwelling (Addition)</b></p>		<p>\$551.00</p>
<p><b>Single Family Dwelling (New)</b></p>		<p>\$1,100.00</p>



Fiscal Year 2023-24 Master Fee Schedule

## ENGINEERING

Multi-family		\$2,198.00
Commercial/Industrial (New)		\$2,198.00
Commercial/Industrial (Remodel/Addition)		\$523.00
Environmental Review		\$1,770.00
Traffic and Parking Studies		\$4,177.00
<b><u>GRADING PERMIT</u></b>		
1 – 100 cubic yards		\$1,484.00
101 – 1,000 cubic yards		\$2,240.00
1,001 – 10,000 cubic yards		\$2,619.00
Over 10,000 cubic yards		\$3,563.00
<b><u>ENVIRONMENTAL COMPLIANCE</u></b>		
Stormwater Inspection for Industrial/Commercial Facilities		\$162.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## FINANCE

SERVICE	REFERENCE	CURRENT FEE
<b>Duplicate business license</b>	Section 6.04.120	\$10.00
<b>Application for first business license</b>	Section 6.04.170	\$35.00
<b>Processing fee for exempted business licenses</b>	Section 6.04.240	\$15.00*
<b>Submittal of surety bond for transient occupancy after expiration of bond</b>	Resolution No. 27-2006	\$150.00 for every 15 days bond is late
<b>Short Term Residential Rental Zoning Permit Application Fees:</b>	Resolution 142-2020	
<b>Initial Short Term Residential Rental Registration Fee</b>	Section 6.56	\$200.00
<b>Renewal Fee</b>		\$100.00
<b>Sidewalk Vending Permit</b>	Section 6.25	\$100.00

\*Fees will be increased as of January 1<sup>st</sup> of each calendar year by an annual Consumer Price Index and not to exceed a maximum increase of 4% per year proposed by the City's Business License tax operation management services provider – Hinderliter De Llamas & Associates (HdL).



Fiscal Year 2023-24 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. The following fees were adopted, and approved as of July 1, 2021.

SERVICE	REFERENCE	FEE
<b><u>CARE FACILITIES INSPECTION</u></b>		
<b>Pre-inspection of licensed community care facility</b>	Health & Safety Code § 13235	\$190.00 per hour
<b>Residential Care Facility for Elderly serving 6 or fewer persons – fire inspection enforcement</b>	Health & Safety Code § 1569.84	No Charge
<b>Residential Care Facilities</b>	Resolution No. 33-2008	\$381.00
<b>Large Family Day Care</b>	Resolution No. 33-2008	\$111.00
<b>Skilled Nursing Facility</b>	Resolution No. 33-2008	\$741.00
<b>Hospital/Institution</b>	Resolution No. 33-2008	\$3,621.00
<b><u>RE-INSPECTIONS</u></b>		
<b>Second re-inspection</b>	Resolution No. 33-2008	\$126.00 per inspection
<b>Third and subsequent re-inspections</b>	Resolution No. 33-2008	\$157.00 per inspection



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	FEE
<b><u>CONSTRUCTION FEES</u></b>		
<b>General Fire &amp; Life Safety Services</b> <ul style="list-style-type: none"> <li>• Consultation &amp; Research</li> <li>• Pre-application meetings &amp; Design Review</li> <li>• Property Survey</li> <li>• General Construction Inspections</li> <li>• Processing, Scheduling, and Record Keeping</li> </ul>		12% of Building Permit fees for Commercial and Multi-Family Residential
<b>Building or Planning Plan Check</b>	Resolution No. 33-2008	\$224.00 per hour
<b>Expedite Building or Planning Check Fees (2 hour minimum)</b>	Resolution No. 33-2008	\$412.00 per hour
<b>Consultation and Planning</b>	Resolution No. 33-2008	\$302.00 per hour
<b>Alternate Means of Protection Review</b>	Resolution No. 33-2008	\$423.00 per hour
<b>Additional Construction Inspection (all permits) (per hour)</b>	New	\$185.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	FEE
<b><u>Fire Alarm Systems</u></b>		
<b>Permit for Monitoring System</b>	Resolution No. 33-2008	\$228.00
<b>Permit for Manual System</b>	Resolution No. 33-2008	\$228.00
<b>Permit for Automatic System</b>	Resolution No. 33-2008	\$408.00
<b>Permit for Combination System</b>	Resolution No. 33-2008	\$588.00
<b>Multi-Residential or Commercial Fire Alarm System remodel or extension</b>		\$228.00
<b>Multi-Residential or Commercial Minor Fire Alarm Remodel or Repair (Device relocation/adjustment)</b>		\$183.00
<b>Emergency Responder Radio Coverage System Permit</b>	§510, CFC Title 24 Part 9	\$465.00
<b>Fixed Fire Extinguishing System Permit</b>	Resolution No. 33-2008	\$318.00
<b>Standpipe System Permit</b>	Resolution No. 33-2008	\$408.00





Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	FEE
<b>Storage Tank (above or below ground) Permit</b>	Resolution No. 33-2008	\$228.00
<b><u>SPRINKLER SYSTEMS</u></b>		
<b>One or two Family Dwelling Fire Sprinkler System (NFPA 13D)</b>	Resolution No. 33-2008	\$588.00 - flat fee including 2 inspections (additional inspections will be charged at the hourly rate of the staff who actually perform each inspection)
<b>Fire Pump Permit</b>	Resolution No. 33-2008	\$228.00
<b>Multi-Residential or Commercial Fire Sprinkler System (NFPA 13 or 13R)</b>  <b>Permit – Single Story (incl. T.I.)</b>  <b>Permit - Multi-story</b>	Resolution No. 33-2008	\$948.00 flat fee including 2 inspections (additional inspections will be charged at the hourly rate of the staff who actually perform each inspection)
<b>Multi-Residential or Commercial Fire sprinkler system remodel or extension</b>	Resolution No. 33-2008	\$273.00



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	FEE
Multi-Residential or Commercial Fire sprinkler minor Remodel & Repair (Sprinkler Head relocation/adjustment only)	Resolution No. 33-2008	\$183.00
Underground Fire Service Line Permit		\$408.00
Fire Flow Information Processing		\$39.00 plus individual city fees
<b><u>MISCELLANEOUS FEES AND PERMITS</u></b>		
Labor Rate for Mechanic Services		\$125.00
Community CPR/AED Class		\$40.00 Resident \$50.00 Non-Resident
Change of Use Inspection (usually triggered by new business license)	Resolution No. 33-2008	\$158.00
Accounts referred to Collection Agencies		+47% of original invoice
Photographs from investigations	Resolution No. 61-2004	Cost of reproduction
Photocopies	New	\$1.00 plus 20 cents/page
Fire Incident Reports (not including photographs)	Resolution No. 33-2008	\$15.00
Non-Sufficient Funds   Returned Check Fee	New	As charged by Bank



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

SERVICE	REFERENCE	FEE
<b>Work without a construction permit</b>	Resolution No. 33-2008	Up to 10 times the permit fees
<b>Emergency Response Costs for Driving under the Influence (Billing upon conviction)</b>	Govt. Code §53150-58	Costs according to Personnel Schedule below plus apparatus cost of \$140.00 per hour as set by State
<b>False Alarms</b>	Resolution No. 33-2007	\$540.00 for 3 to 5  \$1,080.00 for 6 or more
<b>Wildland-Urban Interface (WUI) Inspection</b>		\$200.00
<b>Change of Use Inspection (Usually triggered by new business license)</b>		\$155.00
<b>Hazardous Materials Clean-up/Response</b>	Resolution No. 33-2008	Costs according to Personnel Schedule below plus apparatus costs of \$140.00 per hour as set by State



Fiscal Year 2023-24 Master Fee Schedule

# FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

<b><u>STANDBY SERVICE</u></b>		
<b>Firefighter</b>	Resolution No. 33-2008	\$127.00 per hour (minimum of 3 hours)
<b>Fire Captain</b>	Resolution No. 33-2008	\$146.00 per hour (minimum of 3 hours)
<b>Battalion Chief</b>	Resolution No. 33-2008	\$168.00 per hour (minimum of 3 hours)
<b>Engine Company</b>	Resolution No. 33-2008	\$480.00 per hour (minimum of 3 hours) plus apparatus costs of \$141.96 per hour as set by State
<b><u>PERSONNEL COSTS</u></b>		
<b><u>Personnel Costs by Job Class</u></b>	Resolution No. 33-2008	
<b>Administration</b>		\$ 73.00 per hour
<b>Firefighter</b>		\$127.00 per hour
<b>Fire Captain</b>		\$146.00 per hour
<b>Fire Prevention Specialist</b>		\$ 90.00 per hour
<b>Fire Inspector</b>		\$180.00 per hour
<b>Deputy Fire Marshal</b>		\$190.00 per hour
<b>Battalion Chief</b>		\$168.00 per hour
<b>Division Chief or Fire Marshal</b>		\$232.00 per hour
<b>Deputy Fire Chief</b>		\$238.00 per hour
<b>Fire Chief</b>		\$289.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

<b><u>GENERAL PERMITS</u></b>		
<b>Aerosol Products</b>	Resolution No. 33-2008	\$206.00
<b>Amusement Buildings</b>	Resolution No. 33-2008	\$341.00
<b>Apartments, Hotels and Motels – 10 or less units</b>	Resolution No. 33-2008	\$161.00
<b>Apartments, Hotels and Motels – 11 to 25 units</b>	Resolution No. 33-2008	\$184.00
<b>Apartments, Hotels and Motels – 26 or 100 units</b>	Resolution No. 33-2008	\$206.00
<b>Apartments, Hotels and Motels – 101 or 300 units</b>	New	\$356.00
<b>Apartments, Hotels and Motels – 301 or more units</b>	New	\$446.00
<b>Apartments Assigned to Prevention</b>		\$116.00
<b>Aviation Facilities</b>	Resolution No. 33-2008	\$611.00
<b>Battery System</b>	Resolution No. 33-2008	\$611.00
<b>Carnivals and Fairs</b>	Resolution No. 33-2008	\$341.00
<b>Christmas Tree Lot</b>	Resolution No. 33-2008	\$341.00
<b>Combustible Fiber Storage</b>	Resolution No. 33-2007	\$341.00
<b>Combustible Material Storage</b>	Resolution No. 33-2008	\$341.00
<b>Commercial Occupancy Assigned to Prevention</b>	Resolution No. 33-2008	\$116.00



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

<b>Commercial Rubbish-Handling Operation</b>	Resolution No. 33-2008	\$341.00
<b>Compressed Gases</b>	Resolution No. 33-2008	\$341.00
<b>Cryogenics</b>	Resolution No. 33-2008	\$341.00
<b>Dry Cleaning Plants</b>	Resolution No. 33-2008	\$341.00
<b>Dust-Producing Operations</b>	Resolution No. 33-2008	\$341.00
<b>Exhibits &amp; Trade Shows – Display Booth</b>	Resolution No. 33-2008	\$341.00
<b>Exhibits &amp; Trade Shows – With Open Flame</b>	Resolution No. 33-2008	\$341.00
<b>Exhibits &amp; Trade Shows – Display Fuel Powered Equipment</b>	Resolution No. 33-2008	\$341.00
<b>Explosives or Blasting Agents</b>	Resolution No. 33-2008	\$611.00
<b>Fire Hydrants and Water Control Valves</b>	Resolution No. 33-2008	\$336.00
<b>Fireworks</b>	Resolution No. 33-2008	\$611.00
<b>Flammable or Combustible Liquids</b>	Resolution No. 33-2008	\$611.00
<b>Hazardous Materials</b>	Resolution No. 33-2008	\$611.00
<b>High-Piled Combustible Storage – 20,000 square feet or less</b>	Resolution No. 33-2008	\$621.00
<b>High-Piled Combustible Storage – more than 20,000 square feet</b>	Resolution No. 33-2008	\$711.00
<b>Highrise</b>	H&S§13214(b)	\$636.00



Fiscal Year 2023-24 Master Fee Schedule

## FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT

<b>Hot-Work Operations</b>	Resolution No. 33-2008	\$341.00
<b>Liquefied Petroleum Gasses</b>	Resolution No. 33-2008	\$611.00
<b>Liquid- or gas-fueled Vehicles or Equipment in Assembly Buildings</b>	Resolution No. 33-2008	\$611.00
<b>Live Audiences</b>	Resolution No. 33-2008	\$611.00
<b>Lumber Yards storing in excess of 100,000 board Feet</b>	Resolution No. 33-2008	\$476.00
<b>Magnesium Working</b>	Resolution No. 33-2008	\$341.00
<b>Motor Vehicle Fuel-Dispensing Stations</b>	Resolution No. 33-2008	\$341.00
<b>Open Burning</b>	Resolution No. 33-2008	\$341.00
<b>Organic Coating</b>	Resolution No. 33-2008	\$341.00
<b>Ovens, Industrial Baking and Drying</b>	Resolution No. 33-2008	\$341.00
<b>Parade Floats</b>	Resolution No. 33-2008	\$341.00
<b>Places of Assembly</b>	Resolution No. 33-2008	\$566.00
<b>Production Facilities</b>	Resolution No. 33-2008	\$566.00
<b>Pyrotechnical and Special Effects Material</b>	Resolution No. 33-2008	\$611.00
<b>Radioactive Materials</b>	Resolution No. 33-2008	\$341.00
<b>Refrigeration Equipment</b>	Resolution No. 33-2008	\$476.00
<b>Repair Garage</b>	Resolution No. 33-2008	\$341.00



Fiscal Year 2023-24 Master Fee Schedule

## **FIRE FEES - CENTRAL COUNTY FIRE DEPARTMENT**

<b>Spraying and Dipping</b>	Resolution No. 33-2008	\$341.00
<b>Tents, Canopies, and Temporary Membrane Structures</b>	Resolution No. 33-2008	\$516.00
<b>Tire Storage</b>	Resolution No. 33-2008	\$341.00
<b>Wood Products</b>	Resolution No. 33-2008	\$341.00





Fiscal Year 2023-24 Master Fee Schedule

## LIBRARY

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



Fiscal Year 2023-24 Master Fee Schedule

## LIBRARY

SERVICE	REFERENCE	FEE
<b>Facilities Rental</b>		
Lane Community Room rental	Resolution No. 32-2009	\$130.00
Tech Media Lab rental		\$90.00 first 4 hours. \$10.00 each additional hour
Laptop set-up/breakdown		\$50.00 flat fee
U.L. Meeting Room rental		\$70.00 first 4 hours. \$10.00 each additional hour
<b>Outside System Book Loan</b>	Resolution No. 27-2011	\$5.00 + additional fee from lending library if applicable
<b>Photo/filming fee (only for shoots requiring staff oversight during closed hours)</b>		\$50.00/hour
<b><u>PENINSULA LIBRARY SYSTEM CONSORTIUM CONTROLLED FEES</u></b>		
<b>Lost Book Replacement Fee</b>	Peninsula Library System	Costs of replacement of item



Fiscal Year 2023-24 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 & validated Burlingame based non-profit youth sports groups (for field use & Board meetings 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.



Fiscal Year 2023-24 Master Fee Schedule

# PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>INDOOR FACILITIES</b> <b>Burlingame Based Non-Profit Board Meeting</b>		
<b>\$42.00 per hour</b>  <b>Community Hall</b>  <b>Sequoia Room - Whole</b>		
<b>Group A:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Group B:</b>  <b>Monday – Thursday</b> <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Friday – Sunday</b> <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Group C:</b>  <b>Monday – Thursday</b> <b>Burlingame Residents</b> <b>Non-Residents</b>		  No Charge No Charge    \$190.00 per hour \$227.00 per hour  \$265.00 per hour \$318.00 per hour  \$315.00 per hour \$378.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Friday – Sunday</b> <b>Burlingame Residents</b> <b>Non-Residents</b>  <u>Deposits:</u>  <b>Burlingame Residents</b>  <b>Non-Residents</b>		\$441.00 per hour \$529.00 per hour   \$1,000.00 per event  \$1,000.00 per event
<b>Large Rooms</b>  Elm Meeting Room (Whole), Maker’s Space, Maple Meeting Room, Grand Oak Lounge, Kids Town, STEAM Lab, Fine Arts Studio.		
<b>Group A:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Group B:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Group C:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>		No Charge No Charge   \$108.00 per hour \$130.00 per hour   \$180.00 per hour \$216.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<p><b>Deposits:</b></p> <p><b>Burlingame Residents</b> <b>Non-Residents</b></p> <p><b>Sequoia A or B</b> <b>Group A:</b></p> <p><b>Burlingame Residents</b> <b>Non-Residents</b></p> <p><b>Group B:</b></p> <p><b>Burlingame Residents</b> <b>Non-Residents</b></p> <p><b>Group C:</b></p> <p><b>Burlingame Residents</b> <b>Non-Residents</b></p> <p><b>Deposits:</b></p> <p><b>Burlingame Residents</b> <b>Non-Residents</b></p>		<p>\$500.00 \$500.00</p> <p>No Charge No Charge</p> <p>\$180.00 per hour \$216.00 per hour</p> <p>\$300.00 per hour \$360.00 per hour</p> <p>\$500.00 per event \$500.00 per event</p>
<p><b>Medium Rooms</b></p> <p>Magnolia Meeting Room, Dance/Fitness Studio, Kitchen, Teen Scene, Elm Meeting Room A or B, Musical Arts Room.</p>		



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Group A:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Group B:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Group C:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>  <b>Deposits:</b>  <b>Burlingame Residents</b> <b>Non-Residents</b>		No Charge No Charge  \$96.00 per hour \$115.00 per hour  \$160.00 per hour \$192.00 per hour  \$500.00 \$500.00
<b>In conjunction with Community Hall/Sequoia Room Rental</b> <b>Additional Rental Charges:</b>  <b>Tables/Chairs-up to 50</b>  <b>Tables/Charis-51 to 100</b>  <b>Tables/Chairs-over 100</b>	Resolution No. 33-2008  Resolution No. 33-2008  Resolution No. 33-2008	\$21.00  \$31.00  \$47.00



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
Dance Floor		\$105 per event
Building Attendant*	Resolution No. 33-2008	\$42.00 per hour
Second Building Attendant (Over 150 guests)		\$42.00 per hour
Custodian (4 hours)		\$160 per event
Extra, Non-Scheduled Hours	Resolution No. 27-2006	2x's the hourly room rental rate
<b><u>OUTDOOR FACILITIES</u></b>		
Field Attendant	Resolution No. 41-2008	\$45.00 per hour
Large Special Event Deposit for Athletic Fields: Less than 100 in attendance		\$281.00 per event
More than 100 in attendance		\$562.00 per event
Group A-1: Validated Field Use per Season by Burlingame-based non-profit youth sports group.	Resolution No. 27-2011	\$20.00 per Resident \$90.00 per Non-Resident plus \$3.00 per hour per field for Resident groups, \$12 .00 per hour per field for groups less than 50% Resident





Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Fields used by Validated Burlingame-based non-profit youth sports groups</b>		Security Deposit \$500.00
<b><u>Bayside Ball Fields #1 and #2</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B:</b>		
<b>Burlingame Residents</b>	Resolution No. 61-2006	\$26.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$38.00 per hour
<b>Group C:</b>		
<b>Burlingame Residents</b>	Resolution No. 31-2003	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$62.00 per hour
<b>Bayside Field Lights</b>	Resolution No. 24-2010	\$43.00 per hour
<b><u>Bayside Ball Fields #3,#4 or #5 for Softball or Baseball</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B</b>		
<b>Burlingame Residents</b>	Resolution No. 61-2006	\$22.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$33.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Group C Burlingame Residents</b>	Resolution No. 61-2006	\$33.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$49.00 per hour
<b>Bayside Field Lights</b>	Resolution No. 24-2010	\$43.00 per hour
<b><u>Bayside Soccer Fields</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B: Burlingame Residents</b>	Resolution No. 61-2006	\$26.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$38.00 per hour
<b>Group C: Burlingame Residents</b>	Resolution No. 61-2006	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$62.00 per hour
<b>Bayside Field Lights</b>	Resolution No. 24-2010	\$43.00 per hour
<b><u>Cuernavaca Park</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B: Burlingame Residents</b>	Resolution No. 61-2006	\$26.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Non-residents</b>	Resolution No. 33-2008	\$38.00 per hour
<b>Group C: Burlingame Residents</b>	Resolution No. 31-2003	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$62.00 per hour
<b><u>Murray Field</u> Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B: Burlingame Residents</b>	Resolution No. 61-2006	\$66.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$90.00 per hour
<b>Group C: Burlingame Residents</b>	Resolution No. 61-2006	\$90.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$114.00 per hour
<b>Murray Field Lights</b>	Resolution No. 24-2010	\$43.00 per hour
<b><u>Ray Park Ball Fields #1 or #2</u> Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B: Burlingame Residents</b>	Resolution No. 61-2006	\$26.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Non-residents</b>	Resolution No. 33-2008	\$38.00 per hour
<b>Group C: Burlingame Residents</b>	Resolution No. 31-2003	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$62.00 per hour
<b><u>Washington Park Main Ball Field for Baseball</u> Group A</b>	Resolution No. 41-2008	No Charge
<b>Group B: Burlingame Residents</b>	Resolution No. 41-2008	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 41-2008	\$62.00 per hour
<b>Group C: Burlingame Residents</b>	Resolution No. 41-2008	\$62.00 per hour
<b>Non-residents</b>	Resolution No. 41-2008	\$86.00 per hour
<b>Washington Park Lights</b>	Resolution No. 24-2010	\$43.00 per hour
<b>Grandstands</b>		\$22.00 per hour + Field attendant \$168.00 cleaning fee



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b><u>Washington Park Bullpen</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B:</b> <b>Burlingame Residents</b>	Resolution No. 61-2006	\$20.00 per hour
<b>Non-residents</b>	Resolution No. 61-2006	\$26.00 per hour
<b>Group C:</b> <b>Burlingame Residents</b>	Resolution No. 33-2007	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$49.00 per hour
<b><u>Washington Park Main Ball field Outfield for Soccer</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B:</b> <b>Burlingame Residents</b>	Resolution No. 61-2006	\$38.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$62.00 per hour
<b>Group C:</b> <b>Burlingame Residents</b>	Resolution No. 61-2006	\$62.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$87.00 per hour
<b>Washington Park Lights</b>	Resolution No. 24-2010	\$43.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b><u>Washington Park Small Ball Field</u></b>		
<b>Group A</b>	Resolution No. 31-2003	No Charge
<b>Group B:</b>		
<b>Burlingame Residents</b>	Resolution No. 61-2006	\$20.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$33.00 per hour
<b>Group C:</b>		
<b>Burlingame Residents</b>	Resolution No. 61-2006	\$33.00 per hour
<b>Non-residents</b>	Resolution No. 33-2008	\$49.00 per hour
<b>Washington Small Lights</b>	Resolution No. 24-2010	\$43.00 per hour
<b><u>Tennis Courts</u></b>		
<b>USTA Tournaments</b>		
<b>Burlingame Residents</b>	Resolution No. 31-2003	\$40.00 per hour
<b>Non-residents</b>	Resolution No. 61-2006	\$65.00 per hour
<b>For Profit Rental</b>		
<b>Burlingame Residents</b>	Resolution No. 103-2009	\$24.00 per hour
<b>Non-residents</b>	Resolution No. 103-2009	\$28.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b><u>PICNIC PERMITS</u></b>		
<b>West-end of Washington Park (for Burlingame residents and non-profit groups only)</b>	Resolution No. 27-2011	\$515.00 Permit Fee \$500.00 Deposit
<b>Electrical Service Hook-up at West-end of Washington Park</b>	Resolution No. 32-2009	\$91.00
<b>Oak Tree Playground Picnic Area Burlingame Residents</b>		\$192.00 Permit Fee No Deposit
<b>Non-Residents</b>		\$230.00 Permit Fee No Deposit
<b><u>Redwood Grove Picnic Area</u> Burlingame Residents</b>	Resolution No. 24-2010	\$251.00 Permit Fee No Deposit
<b>Non-Residents</b>	Resolution No. 24-2010	\$315.00 Permit Fee No Deposit
<b>Non-profit Group Picnic Fees: Cuernavaca &amp; Ray Parks</b>	Resolution No. 103-2009	\$120.00 Permit Fee No Deposit
<b>Both Washington Park Picnic Areas (Redwood Grove +Oak Tree) Burlingame Residents</b>		\$355.00 Permit Fee No Deposit



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Non-Residents</b>		\$461.00 Permit Fee No Deposit
<b>Olive Tree Picnic Area Burlingame Residents</b>		\$127.00 Permit Fee No Deposit
<b>Non-Residents</b>		\$170.00 Permit Fee No Deposit
<b>Washington Park Sports Court Washington Park Basketball Court</b>		\$19.00 per hour
<b>Rental of Pickleball Net</b>		\$100 fee if returned damaged. \$200 fee if returned beyond repair
<b>Washington Park Bocce Ball Courts (reservations)</b>		
<b>Burlingame Residents</b>	Resolution 34-2013	\$32.00/hour per court No Deposit
<b>Non-Residents</b>		\$37.00/hour per court No Deposit
<b>Rental of Bocce Ball and Horseshoes</b>	Resolution 34-2013	\$11.00 Flat Rate + \$40.00 Refundable deposit





Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Washington Park Horseshoe Pits (reservations)</b>  <b>Burlingame Residents</b>  <b>Non-Residents</b>	  Resolution 34-2013  Resolution 34-2013	  \$32.00/hour per court No Deposit  \$37.00/hour per court No Deposit
<u><b>Rental of Park Space for Private Classes (Exercise Boot Camps, Stroller Exercise Classes &amp; Other Private Uses)</b></u> <b>Burlingame residents</b>  <b>Non-residents</b>	  Resolution No. 103-2009  Resolution No. 103-2009	  \$22.00 per hour  \$26.00 per hour
<u><b>Village Park Picnic Fee (3 tables)</b></u>  <b>Burlingame residents</b>  <b>Non-residents</b>	  Resolution 24-2010  Resolution 24-2010	  \$126.00 Permit Fee No Deposit  \$170.00 Permit Fee No Deposit
<u><b>Offsite: Non-Profit Community Groups Equipment Rental Fees Collapsible Picnic Table</b></u>  <b>Tables</b>	  Resolution No. 32-2009	  \$21.00 per table/per day  \$6.00 per table/per day



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Chairs</b>		\$3.00 per chair/per day
<b>Tents</b>		\$26.00 per tent/per day
<b><u>Inflatable Jump House</u></b> <b>Washington Park</b>	Resolution No. 27-2011	\$126.00 Permit Fee No Deposit (Must be done in conjunction with a picnic permit)
<b><u>Wedding Ceremony</u></b>  <b>Washington Park Rose Garden</b>	Resolution No. 27-2011	
<b>Burlingame Residents</b>		\$126.00
<b>Non-Residents</b>		\$190.00
<b>Washington Park Anson</b> <b>Burlingame Portals</b>		
<b>Burlingame Residents</b>		\$126.00
<b>Non-Residents</b>		\$190.00
<b>With Facility Rental</b>		\$63.00 \$126.00



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b><u>Photo Shoots in Parks</u></b>		
<b>Application Fee</b>	Resolution No. 27-2011	\$62.00 non-refundable fee
<b>Rental Fee Per Day</b>	Resolution No. 27-2011	\$157.00 per day
<b>Student Photo Shoot</b>		No Charge
<b><u>Film Shoot in Parks</u></b>		
<b>Application Fee</b>		\$360.00 non-refundable fee
<b>Commercial or Corporate</b>		\$503.00 per day
<b>Feature Film/Documentary</b>		\$755.00 per day
<b>Community Garden</b>		
<b>Annual Fee</b>		
<b>Burlingame Residents</b>		\$100/year per plot
<b>Non-Residents</b>		\$115/year per plot
<b>Deposit</b>		\$100 deposit
<b><u>Brochure Ads</u></b>	Resolution No. 27-2011	1 issue/3 issues (1 year - 20% Discount)
<b>1/8 page</b>		\$87.00/\$281.00
<b>1/4 page</b>		\$175.00/\$558.00



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>1/2 page</b>		\$351.00/\$1,124.00
<b>Full page</b>		\$701.00/\$2,243.00
<b>Full Page Inside Front Cover</b>		\$945.00/\$3,022.00
<b>Full Page Inside Back Cover</b>		\$881.00/\$2,820.00
<b>Full Page Back Cover</b>		\$1,050.00/\$3,360.00
<b>Layout</b>		\$90.00 per hour
<b>Discount for Non-Profits</b>		25% resident groups 0% non-resident groups
<b><u>CLASSES</u></b>		
<b>Class Fees</b>	Resolution No. 31-2003	To be set based on class provider and materials/facilities provided
<b>Registration Fees</b>	Resolution No. 24-2010	\$12.00
<b>Non-resident Fee on Classes</b>	Resolution No. 31-2003	Add 20% to class fee rounded to nearest dollar
<b>Senior discount – Burlingame residents age 65 and over</b>	Resolution No. 103-2009	25% off class fee



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
<b>Senior discount – non-residents age 65 and over</b>	Resolution No. 31-2003	Waive non-resident fee
<b>Registration cancellation charge</b>	Resolution No. 33-2008	\$8.00 per class or event
<b><u>TREE AND PARKS FEES</u></b>		
<b>Memorial tree plantings 15 gallon/24" box size</b>	Resolution No. 33-2008	\$342.00/\$545.00
<b>Memorial Bench</b>	Resolution No. 27-2011	\$3,500.00
<b>Additional street tree plantings 15 gallon/24" box size</b>	Resolution No. 32-2009	\$125.00/\$518.00
<b><u>Protected Tree Removal</u> Application Fee</b>  <b>Failure to Meet Replanting Requirements of Permit</b>	Resolution No. 33-2008	\$150.00 Residential/\$450.00 Commercial  \$1,500.00 / tree plant required
<b>Arborist's plan review for landscaping requirements on planning applications (See also planning fee</b>	Resolution No. 33-2008	\$284.00



Fiscal Year 2023-24 Master Fee Schedule

## PARKS & RECREATION

SERVICE	REFERENCE	FEE
schedule)		
<b>Arborist check of construction plans and inspection of landscape requirements on building permit submittals</b>	Resolution No. 33-2008	\$284.00
<b>Appeal to City Council from Beautification Commission decision (does not include noticing costs)</b>	Resolution No. 33-2008	\$527.00
<b>Noticing, City Council Appeal</b>	Resolution No. 33-2008	\$120.00
<b>Street Banner Hanger</b>	Resolution No. 24-2010	\$225.00
<b><u>Private Tree Emergency Work</u> Business Hours (M-F; 7-3:30)</b>		\$90.00 per hour
<b>After Hours (Weekends &amp; Holidays)</b>		\$115.00 per hour



Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
<b><u>PRE-APPLICATIONS</u></b>		
<b>Preliminary Plan Check, New Construction*</b>	Resolution No. 27-2011	\$1018.00
<b>Preliminary Plan Check, Addition/Remodel*</b>	Resolution No. 27-2011	\$510.00
<b>Zoning Verification/Property Profile Letter</b>		\$120.00
<b><u>APPLICATIONS</u></b>		
<b>Ambiguity/Determination Hearing before Planning Commission (applies to Planning, Fire, and Building requests)</b>	Resolution No. 33-2008	\$1,702.00
<b>Amendment/Extension of Permits</b>	Resolution No. 27-2011	\$917.00
<b>Appeal to Planning Commission of administratively approved permits/appeal to City Council of Planning Commission decisions</b>  <b>Noticing to be charged separately.</b>	Resolution No. 33-2008	\$664.00

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



Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
<b>Legal Review-Substantive work by City Attorney for development projects requiring discretionary review before the Planning Commission under Title 25</b>	Resolution No. 48-2015	\$224.00/hour
<b>Conditional Use Permit</b>	Resolution No. 27-2011	\$2,257.00
<b>Multi-Unit Residential, 10 Units or Fewer</b>	Resolution No. 33-2008	\$4,018.00
<b>Multi-Unit Residential, 11 Units to 25 Units</b>	Resolution No. 33-2008	\$4,720.00
<b>Multi-Unit Residential, 26 Units to 50 Units</b>		\$5,539.00
<b>Multi-Unit Residential, 51 Units to 100 Units</b>		\$6,503.00
<b>Multi-Unit Residential, 101 Units and Greater</b>		\$7,636.00
<b>Design Review, Amendment</b>	Resolution No. 27-2011	\$1,250.00
<b>Design Review Deposit **</b>	Resolution No. 27-2006	\$1,634.00
<b>Design Review – Handling Fee</b>	Resolution No. 33-2008	\$634.00
<b>Minor “FYI” Amendment to Approved Project – Applicant</b>		\$482.00

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





Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
Initiated		
As-Built "FYI" Variation from Approved Project		\$1,775.00
Design Review, Single-Unit Residential	Resolution No. 27-2011	\$1,446.00
Design Review, Multi-Unit Residential 25 Units or Fewer		\$2,326.00
Design Review, Multi-Unit Residential 26 Units or Greater		\$3,434.00
Design Review, Commercial 5,000 Gross Square Feet or Less		\$1,446.00
Design Review, Commercial 5,001-10,000 Gross Square Feet		\$2,326.00
Design Review, Commercial 10,001 Gross Square Feet or Greater		\$3,434.00
Information Submittal to Planning Commission & Pre-Application Development Agreement		\$1,394.00
Fence Variance	Resolution No. 27-2011	\$1,271.00
Minor Modification	Resolution No. 27-2011	\$2,661.00
Hillside Area Construction Permit	Resolution No. 27-2011	\$2,661.00
Accessory Dwelling Unit	Resolution No. 27-2011	\$823.00
Reasonable Accommodation	Resolution No. 27-2011	\$518.00



Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
<b>General Plan Amendment/Re-zoning</b>	Resolution No. 27-2011	\$8,654.00
<b>Accessory Dwelling Unit Amnesty Permit, Building Official Inspection Deposit</b>	Resolution No. 27-2011	\$598.00
<b>Special Use Permit</b>	Resolution No. 27-2011	\$4,939.00
<b>Variance</b>	Resolution No 27-2011	\$5,162.00
<b>Wireless Communications Administrative Use Permit</b>	Municipal Code Section 25.48.300	\$2,294.00
<b><u>Plan Recheck Fee</u></b> <b>More than two revisions to plans</b>	Resolution No. 32- 2009	\$837.00
<b>Major redesign of project plans</b>	Resolution No. 32- 2009	\$1,008.00
<b><u>Cannabis Operator Permit Application Fees</u></b> <b>Delivery only, no fixed location</b>	Municipal Code Section 25.48.060	\$1,571.00
<b>Fixed location, non-storefront retail delivery</b>	Municipal Code Section	\$6,283.00



Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
<b><u>Cannabis Operator Permit Renewal Fees</u></b>	25.48.060	
Delivery only, no fixed location		\$1,571.00
Fixed location, non-storefront retail delivery		\$393.00
<b><u>ENVIRONMENTAL</u></b>		
Environmental, Categorical Exemption	Resolution No. 27-2011	\$141.00
Environmental, Negative Declaration If prepared by staff	Resolution No. 27-2011	\$7,274.00
Environmental, Initial Study/Mitigated Negative Declaration Checklist/Streamlining Exemption and/or with a Responsible Agency	Resolution No. 27-2011	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	Pass-through of actual contractor cost, plus 20% of contract handling fee, deposit to be determined by Director of Community Development
Environmental Posting Fee,	Resolution No. 27-2011	\$995.00



Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
<b>Mitigated Negative Declaration and EIR</b>		
<b>Fish &amp; Wildlife Fee for Negative Declaration, whether mitigated or not (pass-through fee)</b>	Fish & Game Code § 711.4	\$2,764.00 (Fish & Wildlife Fee is updated annually on January 1 by the California Department of Fish & Wildlife)
<b>Fish &amp; Wildlife Fee for Environmental Impact Report (pass-through fee)</b>	Fish & Game Code § 711.4	\$3,839.25 (Fish & Wildlife Fee is updated annually on January 1 by the California Department of Fish & Wildlife)
<b>County Clerk Processing Fee for Fish &amp; Game (pass-through fee)</b>	Fish & Game Code § 711.4	\$50.00
<b><u>PARKS</u></b>		
<b>Arborist Review (when required)</b>	Resolution No. 33-2008	\$284.00
<b><u>NOTICING</u></b>		
<b>Noticing, All Other</b>	Resolution No. 27-2011	\$768.00
<b>Noticing, Design Review</b>	Resolution No. 27-2011	\$1,067.00
<b>Noticing, Minor Modifications, Hillside Area Construction Permits</b>	Resolution No. 27-2011	\$892.00
<b>Noticing, General Plan Amendment – Re-zoning</b>	Resolution No. 33-2008	\$1,595.00
<b>Noticing, Environmental Impact</b>	Code Section 25.48.300	\$1,595.00



Fiscal Year 2023-24 Master Fee Schedule

## PLANNING

SERVICE	REFERENCE	FEE
<b>Report</b>		
<b>Noticing, City Council Appeal</b>	Code Section 25.48.300	\$120.00
<b>Noticing, Accessory Dwelling Unit Amnesty Permit</b>	Resolution No. 61-2004	\$77.00
<b>Noticing – Wireless Communications</b>	Municipal Code Chapter 25.48.300	\$702.00
<b>Noticing – Replacement of Design Review Sign</b>		\$400.00
<b><u>SIGNS</u></b>		
<b>50 square feet or fewer</b>	Resolution No 27-2011	\$299.00
<b>Over 50 SF and less than 200 square feet</b>	Resolution No. 27-2011	\$426.00
<b>Over 200 square feet</b>	Resolution No. 27-2011	\$491.00
<b>Sign Variance/Master Sign Program</b>	Resolution No. 27-2011	\$3,631.00
<b>Removal of Illegal Sign</b>	Resolution No. 33-2008	\$145.00



Fiscal Year 2023-24 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
<b>General</b>	\$ 2,756	\$ 1,636	\$ 930	\$ 640	\$ 305
<b>Library</b>	\$ 2,383	\$ 1,415	Not applicable (a)	Not applicable (a)	Not applicable (a)
<b>Police</b>	\$ 437	\$ 259	\$ 147	\$ 102	\$ 48
<b>Parks</b>	\$ 590	\$ 350	\$ 172	\$ 118	\$ 56
<b>Traffic/Streets</b>	\$ 1,573	\$ 1,105	\$ 7,285	\$ 1,810	\$ 1,146
<b>Fire</b>	\$ 642	\$ 381	\$ 360	\$ 248	\$ 118
<b>Storm Drainage</b>	\$ 781	\$ 391	\$ 717	\$ 442	\$ 628
<b>Total Impact Fee:</b>	<b>\$ 9,162</b>	<b>\$ 5,537</b>	<b>\$ 9,611</b>	<b>\$3,360</b>	<b>\$2,301</b>

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

Note:

(a) Commercial, office and industrial development are exempt from paying the library public facilities impact fee because the Council finds that these developments do not currently have a significant impact on the provision of City library services or facilities(Resolution No. 76-2008).



Fiscal Year 2023-24 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	FEE
<b><u>Burlingame Avenue Parking in Lieu Fees</u></b>	Resolution 48-2000	\$65,037.00



Fiscal Year 2023-24 Master Fee Schedule

## AFFORDABLE HOUSING IMPACT FEES (PLANNING)

**Commercial Affordable Housing Linkage Fees** were adopted by the City Council in 2017 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)

**Residential Impact Fees** were adopted by the City Council in 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
<b>Rental Multifamily – 11 units and above</b>		
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
<b>For Sale Multifamily (Condominiums) – 7 units and above</b>		
	\$35.00 / sq ft	\$30.00 / sq ft
<b>Notes:</b>		
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.		





Fiscal Year 2023-24 Master Fee Schedule

# POLICE

SERVICE	REFERENCE	FEE
<b>Vehicle Release</b>	Resolution No.32-2009	\$160.00
<b>Police Reports Report Copies</b>	Resolution No.32-2009 Gov't Code § 6253(b)	\$0.25 per page
<b>Fingerprint Rolling Fee</b>	Live scan Fee Set by State of California Department of Justice	\$35.00 plus appropriate State Dept. of Justice and/or Federal processing fee
<b>CD's/DVD's/Flash Drives Containing</b>	Resolution No.32-2009	\$112.00 per CD/DVD/Flash Drive
<b>Digital Files Clearance Letter</b>	Resolution No. 32-2009	\$33.00
<b>Repossessed Vehicle</b>	Gov't Code § 41612	\$15.00
<b><u>Preferential Parking Permits</u> (Residential Permit Parking Program)</b>		
<b>Issuance (up to 2 permits for same address)</b>	Resolution No. 22-2008 (Section 13.36.070)	\$66.00
<b>Annual renewal (up to 2 permits for same address)</b>	Resolution No. 22-2008 (Section 13.36.070)	\$66.00
<b>Charge for replacement of lost permit</b>	Resolution No. 22-2008 (Section 13.36.070)	\$66.00



Fiscal Year 2023-24 Master Fee Schedule

## POLICE

SERVICE	REFERENCE	FEE
<b>Burlingame Avenue Downtown Area Parking Permits</b>	Section 13.32.020	\$66.00/month
<b>Driving Under Influence (DUI) Fees</b>	Resolution No. 32-2009	\$267.00 per hour
	Resolution No. 33-2007	\$155.00 per blood test
	Resolution No. 33-2007	\$58.00 per breath or urine test
	Resolution No. 33-2007	\$155.00 per refused blood test
<b>Security Service (Outside Detail) (minimum charge of four hours)</b>	Resolution No. 33-2008	\$167.00 per hour
<b>Alarm Permit Application Fee</b>	Resolution No. 116-2003 (Section 10.10.110)	\$18.00
<b>Alarm Permits (Annual Renewal)</b>	Resolution No. 116-2003 (Section 10.10.110)	\$32.00 per year



Fiscal Year 2023-24 Master Fee Schedule

## POLICE

SERVICE	REFERENCE	FEE
<b><u>False Alarm Charge</u></b> <b>1 to 2 false alarms</b>		No Charge
<b>3 to 5 false alarms</b>	Resolution No. 116-2003 (Section 10.10.090)	\$50.00 each
<b>6 or more false alarms</b>	Resolution No. 116-2003	\$100.00 each
<b>Any false alarm for which no alarm permit has been issued</b>	(Section 10.10.090) Resolution No. 28-2006	\$50.00 (includes cost of alarm permit plus \$18.00 initial application fee)
<b>Live Entertainment Permit</b>	Resolution No. 32-2009 (Sections 6.16.030)	\$695.00
<b>Single Event Entertainment Permit</b>	(Section 6.16.090)	\$120.00
<b>Peddlers and Solicitors</b>	Resolution No. 41-2008 (Section 6.24.030)	\$739.00 for investigation plus fingerprinting fees
<b>Curb Painting</b>	Resolution No. 33-2007	\$67.00 for investigation
<b><u>Tanning Salon Application</u></b>	Resolution No. 41-2008 (Section 6.42.060)	\$1,131.00 plus fingerprinting fees
<b>Sale or Transfer</b>	Resolution No. 41-2008 (Section 6.42.120)	\$1,036.00 plus fingerprinting fees
<b>Renewal</b>	Resolution No. 41-2008 (Section 6.42.160)	\$775.00 plus fingerprinting fees



Fiscal Year 2023-24 Master Fee Schedule

## POLICE

SERVICE	REFERENCE	FEE
<b><u>Massage Operator</u> Application</b>	Resolution No. 32-2009 (Section 6.40.060)	\$1,463.00 plus fingerprinting fees
<b>Sale or Transfer</b>	Resolution No. 32-2009 (Section 6.40.120)	\$1,463.00 plus fingerprinting fees
<b>Renewal</b>	Resolution No. 32-2009 (Section 6.40.160)	\$917.00 plus fingerprinting fees
<b><u>Model/Escort Service</u> Application</b>	Resolution No. 41-2008 (Section 6.41.040)	\$1,240.00 plus fingerprinting fees
<b>Sale or Transfer</b>	Resolution No. 41-2008 (Section 6.41.100)	\$1,132.00 plus fingerprinting fees
<b>Renewal</b>	Resolution No. 41-2008 (Section 6.41.130)	\$775.00 plus fingerprinting fees
<b><u>Private Patrol Company</u> Application</b>	Resolution No. 41-2008 (Section 6.44.050)	\$417.00 plus fingerprinting fees
<b>Renewal</b>	Resolution No. 41-2008 (Section 6.44.080)	\$208.00 plus fingerprinting fees
<b><u>Taxi Operator</u> Application</b>	Section 6.36.050	Business license fee plus fingerprinting fees
<b>Renewal</b>	Section 6.36.190	Business license fee plus fingerprinting fees



Fiscal Year 2023-24 Master Fee Schedule

## POLICE

SERVICE	REFERENCE	FEE
<b>Taxi Driver Application</b>	Section 6.36.050	\$84.00 plus fingerprinting fees
<b>Renewal</b>	Section 6.36.190	\$74.00 plus fingerprinting fees
<b>Taxicab Annual Inspection</b>	Section 6.36.120	\$95.00 per vehicle
<b>Valet Parking</b>	Resolution No. 41-2008 (Section 6.30.040)	\$802.00 plus fingerprinting fees
<b>Concealed Weapon</b>	Resolution No. 32-2009	\$1,354.00 for investigation
<b>Fortune Teller</b>	Resolution No. 41-2008 (Set by Section 6.38.060)	\$802.00 plus fingerprinting fees
<b>Unruly Gathering</b>	Section 10.70.070	Cost of Hours of Officer Response
<b>Special Events &amp; Street Closing:</b>	Resolution No. 32-2009	
<b>Application and Permit</b>		\$120.00
<b>Sidewalk Closure</b>		\$120.00 per parcel/per day
<b>Road Closure</b>		\$238.00 per parcel/per day
<b>Verification of non-resident "proof-of-correction" citations</b>	Resolution No. 90-2009	No Charge



Fiscal Year 2023-24 Master Fee Schedule

# SEWER

SERVICE	REFERENCE	FEE
<b><u>SEWER CAPACITY CHARGES</u></b>		
<b>Single-family</b>	Section 15.08.020	\$11,075.00/ dwelling unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Multi-family, Two or More Bedrooms</b>	Section 15.08.020	\$7,667.00/ dwelling unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Multi-family, Studio and One Bedroom</b>	Section 15.08.020	\$5,206.00/ dwelling unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Detached Accessory Dwelling Unit (ADU) &gt; 150 square feet</b>	Section 15.08.020	\$4.62/ square foot Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Non-Residential, water meter size = ¾-inch</b>	Section 15.08.020	\$21,299.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Non-Residential, water meter size = 1-inch</b>	Section 15.08.020	\$35,499.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023



Fiscal Year 2023-24 Master Fee Schedule

## SEWER

SERVICE	REFERENCE	FEE
<b>Non-Residential, water meter size = 1½-inch</b>	Section 15.08.020	\$70,997.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Non-Residential, water meter size = 2-inch</b>	Section 15.08.020	\$113,595.00/connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Non-Residential, water meter size = 3-inch</b>	Section 15.08.020	\$212,991.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<b>Non-Residential, water meter size = 4-inch</b>	Section 15.08.020	\$354,986.00/connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/2023
<p><b><u>INDUSTRIAL WASTE DISCHARGE FEES</u></b></p> <p>The fee covers two (2) samples; additional samples charged according to the Analytical Processing Fee Schedule below.</p>		
<b>Light Discharger, Annual</b>	Ord. No. 1786 (2006)	\$638.00
<b>Moderate Discharger, Annual</b>	Ord. No. 1786 (2006)	\$1,748.00
<b>Heavy Discharger, Annual</b>	Ord. No. 1786 (2006)	\$2,441.00



Fiscal Year 2023-24 Master Fee Schedule

## SEWER

SERVICE	REFERENCE	FEE
<b>Non-Conventional Discharger, Annual</b>	Ord. No. 1786 (2006)	\$1,305.00
<b>Groundwater Discharger</b>	Ord. No. 1786 (2006)	Non-conventional Fee plus \$7.00 per 1000 gallons discharged
<b>Application Processing Fee</b>	Ord. No. 1786 (2006)	\$168.00
<b><u>ANALYTICAL FEES</u></b>		
<b>In-house Testing</b>	Ord. No. 1786 (2006)	Cost
<b>Contract Lab Testing</b>	Ord. No. 1786 (2006)	Cost plus 15%
<b><u>BIMONTHLY SEWER SERVICE CHARGES</u></b>		
<b>Minimum Bi-Monthly Charges</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$29.82 Applies only when volumetric sewer rates result in a charge that is lower than the minimum.
<b>Single-family or duplex</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$14.91 per thousand gallons.
<b>Multi-Unit residential</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$14.65 per thousand gallons
<b>Food Related: Restaurant, other commercial food-related uses</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$35.69 per thousand gallons





Fiscal Year 2023-24 Master Fee Schedule

## SEWER

SERVICE	REFERENCE	FEE
<b>Moderate/Heavy commercial</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$25.63 per thousand gallons
<b>Light commercial</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$15.35 per thousand gallons
<b>Institutional/ Schools/ Churches</b>	Resolution No. 144-2021 (Effective 1/1/2022)	\$8.62 per thousand gallons



Fiscal Year 2023-24 Master Fee Schedule

## SEWER

**NEW CUSTOMERS IN SINGLE-FAMILY OR DUPLEX CLASSIFICATION – Resolution**  
No. 144-2021 (Effective 1/1/2022)

<b><u>Number of Bedrooms</u></b>	<b><u>Bi-Monthly Fee</u></b>
1 Bedroom or Studio	\$59.64
2 Bedrooms	\$89.46
3 Bedrooms	\$119.28
4 Bedrooms	\$149.10
5 or More Bedrooms	\$178.92



Fiscal Year 2023-24 Master Fee Schedule

# WATER

SERVICE	REFERENCE	FEE
<b>WATER CAPACITY CHARGES</b>		
<b>Single-family</b>	Section 15.04.020	\$7,260.00/ dwelling unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Multi-family, Two or More Bedrooms</b>	Section 15.04.020	\$4,513.00/ dwelling unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Multi-family, Studio and One Bedroom</b>	Section 15.04.020	\$2,942.00/ dwelling unit Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Detached Accessory Dwelling Unit (ADU), &gt; 150 square feet</b>	Section 15.04.020	\$3.03/ square foot Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Non-Residential, water meter size= ¾-inch</b>	Section 15.04.020	\$10,987.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Non-Residential, water meter size=1-inch</b>	Section 15.04.020	\$18,326.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23



Fiscal Year 2023-24 Master Fee Schedule

# WATER

SERVICE	REFERENCE	FEE
<b>Non-Residential, water meter size= 1 ½ -inch</b>	Section 15.04.020	\$36,613.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Non-Residential, water meter size=2-inch</b>	Section 15.04.020	\$58,588.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Non-Residential, water meter size=3-inch</b>	Section 15.04.020	\$109,877.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23
<b>Non-Residential, water meter size=4-inch</b>	Section 15.04.020	\$183,142.00/ connection Fee updated based on Engineering News Record Construction Cost Index as of 1/1/23



Fiscal Year 2023-24 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	FEE
<b><u>BI-MONTHLY CHARGE FOR METERS</u></b>		
5/8" and 3/4" meter	Ord. No. 1880 (2017)	\$84.03
1" meter	Ord. No. 1880 (2017)	\$140.05
1 - 1/2" meter	Ord. No. 1880 (2017)	\$280.10
2" meter	Ord. No. 1880 (2017)	\$448.16
3" meter	Ord. No. 1880 (2017)	\$840.30
4" meter	Ord. No. 1880 (2017)	\$1,400.50
6" meter	Ord. No. 1880 (2017)	\$2,801.00
8" meter	Ord. No. 1880 (2017)	\$4,481.60



Fiscal Year 2023-24 Master Fee Schedule

# WATER

SERVICE	REFERENCE	FEE
<b><u>WATER CONSUMPTION</u></b>		
<b>Single Family Residential Tiers</b>	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
<b>Commercial/Multi-Family/Duplex/Other</b>	Ord. No. 1880 (2017)	Effective January 1, 2019: \$11.46 per thousand gallons
<b><u>Water Service Turn-On</u></b> <b>8 a.m. to 3:15 p.m., Monday thru Friday</b>  <b>3:16 p.m. to 3:30 p.m., Monday thru Friday</b>  <b>3:31 p.m. to 7:59 a.m., Monday thru Friday</b>  <b>Saturday/Sunday/Holiday</b>	Ord. No. 1880 (2012)	No Charge  \$20.00  \$60.00  \$60.00



Fiscal Year 2023-24 Master Fee Schedule

# WATER

SERVICE	REFERENCE	FEE
<b><u>Penalty Fee (Past Due)</u></b> Not paid within 30 days of billing	Ord. No. 1880 (2012)	1.5% penalty
<b><u>Service Renewal</u></b> 8 a.m. to 3:15 p.m., Monday thru Friday	Ord. No. 1880 (2012)	\$35.00
3:16 p.m. to 3:30 p.m., Monday thru Friday	Ord. No. 1880 (2012)	\$45.00
3:31 p.m. to 4:50 p.m., Monday thru Friday	Ord. No. 1880 (2012)	\$60.00
After normal operating hours		\$150.00
<b>Maintenance of Water in Fire Protection System</b>	Ord. No. 1880 (2012)	\$1.00 per month per inch of pipe diameter, with \$2.00 minimum charge
<b><u>Flow Test</u></b> 5/8" through 1"	Ord. No. 1880 (2012)	\$50.00
1 - ½" and 2"		\$80.00
Over 2"		\$100.00 minimum (if over \$100.00, cost of testing plus 15%)



Fiscal Year 2023-24 Master Fee Schedule

# WATER

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





Fiscal Year 2023-24 Master Fee Schedule

## WATER

<b><u>Water Line Installation</u></b>		
<b>5/8" bypass meter</b>	Ord. No. 1805 (2007)	\$369.00
<b>3/4" service with meter</b>	Ord. No. 1805 (2007)	\$4,317.00
<b>1" service with meter</b>	Ord. No. 1805 (2007)	\$4,354.00
<b>1 - ½ " service with meter</b>	Ord. No. 1805 (2007)	\$5,560.00
<b>2" service with meter</b>	Ord. No. 1805 (2007)	\$5,707.00
<b>If larger than 2" or a length of more than 60 feet</b>	Ord. No. 1805 (2006)	Cost plus 15%
<b><u>Meter Upgrade</u></b>		
<b>To 3/4" meter or 1" meter (meter only)</b>	Ord. No. 1805 (2007)	\$254.00



Fiscal Year 2023-24 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#](https://library.municode.com/ca/san_mateo_county/codes/code_of_ordinances?nodeId=TIT6AN#)