



CITY OF BURLINGAME

501 Primrose Road
 Burlingame, CA 94010
 Phone: (650) 558-7260
www.burlingame.org

Final Routing Form

Date:				OWNER/CONTRACTOR NAME & ADDRESS		
Permit #:				Name:		
Site Address:				Address:		
City:	BURLINGAME	Zip:	94010	City:		State:
Phone:				Zip:		Phone:

----- FIVE-DAY NOTICE REQUIRED -----

Upon notification, each department will perform a final inspection within five working days. Plan ahead and schedule these final signoffs by calling at least five working days in advance.

REQUIRED DEPARTMENT APPROVALS

<input type="checkbox"/> Building Division 501 Primrose Road Burlingame, CA 94010 650-558-7260 buildinginspections@burlingame.org (Provide this form to Building Inspector upon final inspection)	<input type="checkbox"/> Planning Division 501 Primrose Road Burlingame, CA 94010 650-558-7250 planningdept@burlingame.org	<input type="checkbox"/> Public Works, Engineering 501 Primrose Road Burlingame, CA 94010 650-558-7230 dpw@burlingame.org
<input type="checkbox"/> Central County Fire 1399 Rollins Road Burlingame, CA 94010 650-558-7600 Contact: Julie Parenti Cary Yballa Patricia Koch	<input type="checkbox"/> Sewer 1361 N. Carolan Avenue Burlingame, CA 94010 650-558-7670 Contact: Tim Healy or David Cardona	<input type="checkbox"/> Water Department 1361 N. Carolan Avenue Burlingame, CA 94010 650-558-7670 Contact: Mike Brown or Sam Johnson
<input type="checkbox"/> Wastewater/Storm water 1103 Airport Boulevard Burlingame, CA 94010 650-342-3727 Contact: Laura Suarez laura.suarez@veolia.com (Commercial / Industrial Plan Check) Manuel Molina manuel.molina@veolia.com (Commercial / Residential Storm water)	<input type="checkbox"/> Parks Dept. Arborist E-mail only eshea@burlingame.org Contact: Ellyn Shea	<input type="checkbox"/> CalGreen <input type="checkbox"/> Reach Code 650-558-7273 jmcccluskey@burlingame.org Contact: Joe McCluskey

Before Building Division final inspection and prior to issuance of a Certificate of Occupancy by the Building Official, APPROVAL SIGNATURES must be obtained from the agencies indicated on the first page. It is the applicant's responsibility to obtain all signatures and return this form to the Building Division. Please be aware that advanced notice and field inspection time may be required by each agency prior to signature.

NOTE: PLEASE HAVE YOUR APPROVED BUILDING PLANS AND PERMIT CARD WITH YOU WHEN YOU MEET WITH CITY STAFF TO OBTAIN SIGNATURES ON THIS FINAL ROUTING FORM.

APPROVED FOR FINAL

PLANNING DEPT (Signature)	PRINT NAME	DATE
ENGINEERING (Signature)	PRINT NAME	DATE
FIRE (Signature)	PRINT NAME	DATE
SEWER (Signature)	PRINT NAME	DATE
WATER (Signature)	PRINT NAME	DATE
WASTE/STORM WATER (Signature)	PRINT NAME	DATE
CITY ARBORIST (Signature)	PRINT NAME	DATE
COUNTY HEALTH / OTHER (Signature)	PRINT NAME	DATE
GREEN BUILDING (Signature)	PRINT NAME	DATE
BUILDING (Signature)	PRINT NAME	DATE
<u>NOTE TO DEPARTMENTS LISTED ABOVE:</u> Your signature indicates that your conditions have been met.		