



PROJECT DATA

SCHOOL FACILITIES FEE

Deliver To:

Burbank Unified School District

Maintenance and Operations Department

Attn: BUSD Facilities; BUSDDeveloperFees@BurbankUSD.org

510 S. Shelton, Burbank CA 91506

(818) 729-5506

APPLICANT INSTRUCTIONS

This project data sheet, along with the original building permit application, must be emailed to BUSDDeveloperFees@BurbankUSD.org, by the Applicant in order for the School District to calculate whether a school facilities fee will apply or not. The School District will contact the Applicant on the fee amount and the means of payment by email. A Building Permit will not be issued until a receipt is delivered to the Burbank Building & Safety Division from the School District via Email or FAX, indicating that the school facilities fees have been paid or that no charge was required.

Residential

Commercial

Hotel/Motel

Project:

Project Description:

Square Footage:

Project Location:

Owner:

Address:

Telephone:

Applicant Name /Firm:

Address:

School District - Please send Building and Safety a copy of the receipt via either Email (building@burbankca.gov) or FAX (818) 238-5242

City of Burbank
Building & Safety Division
Community Development Department
150 N. Third Street, Burbank, CA 91502