

*City of Brisbane  
Agenda Report*

**TO:** Honorable Mayor and City Council  
**FROM:** Clayton Holstine, City Manager  
**DATE:** City Council Meeting of April 4, 2011  
**SUBJECT:** Request for Building Permit Fee Waiver

**RECOMMENDATION**

Consider approval of a request to waive Building Permit fees for a non-profit youth fitness and boxing program at 180 Industrial Way

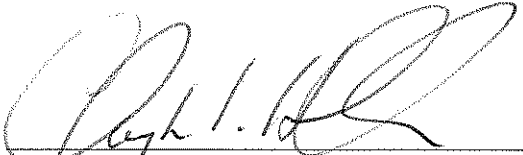
**BACKGROUND**

Dale Conway sent the attached letter to the City dated March 29, 2011 requesting that the Council consider waiving the building permit fees for tenant improvements at a new non-profit fitness and boxing gym that he is working with the coaches of the Ring of Fire Boxing Program to relocate to 180 Industrial Way.

The bldg permit fees due for the tenant improvements at 180 Industrial Way would be approximately \$1,300.

**FINANCIAL IMPACT**

The fee waiver would be approximately \$1,300.

  
Clayton L. Holstine, City Manager

255 Alvarado Street  
Brisbane, CA 94005

March 29, 2011 Monday

City Hall  
50 Park Place  
Brisbane, CA 94005

To The Honorable Mayor and City Council Members:

Dear Mayor and Council:

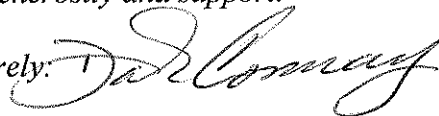
First, on behalf of all the coaches of the Ring of Fire Boxing Program, I would like to thank you for waiving the initial Use Permit fees. Recently, we were notified of additional building permit fees involved. Can we please be placed on the agenda for Monday April 4, 2011 to request for all future additional fees to be waived?

As expressed earlier and outlined in the March 7, 2011 city council agenda, our fitness and boxing program is **a non-profit 501 (c) (3) organization** & will be offered to the **Brisbane youths free of charge**. Also, the volunteer coaches of whom are all USA Boxing Federation certified receive no compensation. Expenses are met through the generosity of the SFFD firefighters of the SFFD F.L.A.M.E. Program and through non-profit fundraising efforts.

Therefore, we respectfully request for all future additional fees associated with this youth boxing program at 180 Industrial Road to be waived.

The Ring of Fire staff and coaches appreciate all the help the city of Brisbane has given us to benefit our youths. We would like to thank the City Council and city staff for your continued generosity and support.

Yours very sincerely:



Coaches Miguel Rios, John Fuentes & Dale Conway  
All Brisbane residents