



**WATER AND
POWER**

RETROFIT UPON RESALE CERTIFICATE OF COMPLIANCE

AS ADOPTED JULY 20,2010 AND AMENDED DECEMBER 13, 2022 BY ORDINANCE NO. 3786

BurbankWaterAndPower.com | BWP Conservation (818) 238-3730 | BWPConservation@burbankca.gov

All residential, commercial, and industrial buildings within the City of Burbank are required to be retrofitted with low consumption plumbing fixtures when a property is sold. This Certificate of Compliance form is used to certify that all plumbing fixtures at the property meet the low water consumption requirements. Compliance is the responsibility of the seller/transferor and is a condition of escrow. Incomplete certificates will be returned.

Step 1: Tell Us About your Property

Owner's Name (Please Print):

Property Address:

	City:	State:	Zip:
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Assessor's Parcel #:

Year Property was Built:

Accessors Parcel # and year property was built can be found at: <http://maps.assessor.lacounty.gov/mapping/viewer.asp>

Step 2: Tell Us About your Plumbing Fixtures

	Toilets	Urinals	Showerheads	Faucet Aerators
Total Number of Plumbing Fixtures at this property:				
Number of plumbing fixtures that were replaced to meet Retrofit Upon Resale Requirements:				

Step 3: Please Sign and Submit Your Application

By signing below you verify that you have read and complied with the requirements of the Retrofit Program as outlined on the back of this form. Signatures from both the property seller and buyer are required.

Signature of Property Seller: _____

Print Name: _____

Date: _____

Signature of Property Buyer: _____

Print Name: _____

Date: _____

Submit Your Application

Please submit your completed application with the supporting information by mail or drop off

MAIL:

BWP Conservation
Attn: Retrofit Upon Resale
P.O. Box 631
Burbank, CA 91503

DROP OFF:

BWP Conservation
164 W Magnolia Blvd
P.O. Box 631
Burbank, CA 91503

Summary of the City of Burbank Retrofit Upon Resale Ordinance

Water Conservation Certification:

On July 20, 2010, the Burbank City Council passed into law the Retrofit Upon Resale Ordinance, requiring that prior to the transfer of ownership, properties meet specific water-conserving standards for plumbing fixtures. The Ordinance was amended December 13, 2022, to be in alignment with the current California Plumbing Code.

Applicability:

The provisions of the Ordinance apply to all residential, commercial, and industrial buildings served by the City at the time of property resale.

Retrofit Measures:

As a condition of escrow, the **Property Seller** shall:

1. Replace all noncomplying toilets with toilets that do not exceed 1.28 gallons per flush. In lieu of replacement, a seller may modify a noncomplying toilet with the installation of a dual flush toilet conversion kit that reduces water usage to a maximum of 1.28 gallons per flush.
2. Equip all showers with showerheads with a flow rate not exceeding 1.8 gallons per minute. This requirement shall not apply to any emergency shower installed for health or safety purposes that cannot safely operate with a maximum flow rate specified in the current California Plumbing Code.
3. Replace all bathroom faucet aerators with aerators having a flow rate not exceeding 1.2 gallons per minute.
4. Replace all kitchen faucet aerators with aerators having a default flow rate not exceeding 1.8 gallons per minute with a temporary increase of up to 2.2 gallons per minute.
5. Replace all public or common area bathroom faucet aerators with aerators having a flow rate not exceeding 0.5 gallons per minute.
6. Replace or modify all noncomplying wall-mounted urinals with wall-mounted urinals that flush with a maximum of 0.125 gallons per flush.
7. Replace or modify all noncomplying floor-mounted urinals with floor-mounted urinals that flush with a maximum of 0.5 gallons per flush.

Responsibilities:

1. The seller of the property shall be responsible for complying with the requirements of this Ordinance and certifying such by signature on a "Certificate of Compliance" for the property before the close of escrow.
2. The seller's and buyer's real estate agent, real estate broker or real estate salesperson involved in the transfer of property title subject to this Ordinance shall give written notice to the seller and buyer of the requirements of this Ordinance prior to the close of escrow and transfer of property title.
3. The seller and buyer shall each certify compliance with the Ordinance by signature on the Certificate of Compliance. A signed copy of the Certificate of Compliance shall be included in the transfer documentation.
4. If the property is sold by the owner without representing agents, seller will provide buyer with a signed Certificate of Compliance, where seller attests to compliance with this Ordinance to the buyer. Both seller and buyer will be required to sign the Certificate of Compliance. A signed copy of the Certificate of Compliance shall be included in the transfer documentation.
5. There is no cost to process an application.



Rebates Available for Water-Saving Products

The Metropolitan Water District (MWD) offers rebates on many water-saving products, such as high-efficiency toilets, urinals and more. Visit [SoCalWaterSmart.com](https://www.socalwatersmart.com) for rebate details.

Free Showerheads and Aerators Available from BWP

Free showerheads and faucet aerators are available for pickup from BWP. Visit the Conservation counter in the BWP lobby at 164 W. Magnolia Blvd, from Monday through Friday, 8 am to 5 pm to pick up free devices.