

## Engineering fees and deposits

The following may or may not apply to your specific development, depending upon the type of application to the Planning, Building and Engineering Divisions, proximity of the property to existing street and utility improvements, or its possible inclusion in one of the local improvement districts in Milpitas. These deposits and fees are the most recent at the time of publication of this document and are subject to change. For guidance, contact the Land Development Section of the Engineering Division, at (408) 586-3329.

### A. Plan check and inspection deposits

1. The plan check and inspection deposit shall be made into a private job account prior to any plan check or clearance for public improvement construction or permit issuance by the Engineering Division/ Building Division as appropriate. The previously established private job account will be utilized for plan check and inspection, provided the minimum balance is maintained. An estimate of the charges during public improvement construction is determined as follows:

Construction Cost Estimate (Public Improvements and <u>private street improvements only</u> )	Deposit
\$20,000 or less	\$2,000
\$20,000 or more	10%

### 2. PRIVATE JOB ACCOUNT PROCEDURE

Applicants for projects (listed below) subject to approval by the City of Milpitas or the Milpitas Redevelopment Agency must maintain a Private Job (PJ) account. This procedure is in addition to the usual non-refundable application fees for zoning and subdivision actions, building and grading permit fees; as established by resolution of the City Council.

- a. A PJ Account with a \$2000 initial deposit is required for:
  1. Tentative, Final and Parcel Maps
  2. Planned Unit Developments
  3. Zone Changes
  4. General Plan Amendments

5. 'S' Zone Applications for new Commercial, Industrial, and Multi-family Residential developments
  6. Public Improvement Projects involving plan checking, inspection, and related services
  7. Encroachment Permits (when City's cost may exceed \$5000)
  8. Development Agreements
  9. Environmental Impact Reports
  10. Annexations
  11. Traffic Impact Assessment and Mitigation
- b. A PJ Account with a \$1000 initial deposit is required for:
1. Planned Signage Programs
  2. Variance Applications (non-residential and Multi-family)
  3. Use Permit Applications (non-residential and Multi-family)
- c. A PJ Account is not required for the non-profit youth oriented groups.
- d. The PJ Account System

In accordance with Milpitas Municipal Code (Title IV, Chapter 3) a PJ account shall be established and maintained by a developer (applicant) or agent for the purpose of securing the performance of any act or acts as may be required by an ordinance, resolution, agreement, or minute action by the Milpitas Planning Commission or City Council. A minimum initial deposit of \$2,000 must be submitted with a Private Development Authorization application to establish a PJ Account prior to the commencement of work requiring the services of City Planning, Engineering, and Public Works personnel. Some planning applications may require a lesser deposit.

The PJ funds are used for processing the applicant's project by the City at a rate based on the employee's adjusted hourly wage (for employee's labor & benefit expenses) plus a factor of 1.55 times that adjusted hourly wage to cover overhead charges. Also it may be necessary to utilize contract employees for inspection of your project or for other services. In that event, you will be charged no more than what you would have been charged for the City's Senior Public Works Inspector performed the Inspection. Any vender charges incurred are charged to the PJ account without an overhead charge. Public improvements on private development projects will require additional PJ deposits based upon the estimated cost of the work to be performed. This additional deposit will be required at the plan checking stage and prior to execution of development agreements. Additional deposits will be required by the City when a \$2,000 or more deficit balance appears on the account report. Please be advised that City processing of private development projects will cease when a \$2,000 or more deficit balance accrues, until the requested deposit is submitted to the City.

**NOTE:** The applicant must notify the Engineering Division by letter if the PJ account is assigned to a new property owner / applicant and must also instruct the City to either (1) release rights of the PJ account to the new property owner, or (2) refund the surplus balance after the new property owner has made a required minimum deposit.

If you have any questions regarding this procedure or your PJ account status, please call (408) 586-3302.

**B. Street Fees - Payment in lieu of improvements**

1. Payment in lieu of improvements; The Developer shall construct street improvements per City Standards. If the City Council determines that improvement should be deferred, said payment shall be made for City's 100% recovery cost:
2. Reimbursement: If the City has acquired right-of-way and constructed improvements across a property frontage prior to development of the property, any subsequent Developer may be required to reimburse the City for its cost of right-of-way and construction. Right-of-way reimbursement to be based on actual cost to City and construction reimbursement to be based on the Resolution setting Cost of Improvement that was in effect at the time of the improvement or actual cost, if available.

**C. Sanitary Sewer Fees**

Each developer shall design and install all sanitary sewers necessary to serve his development, sized in accordance with the City's Sewer Master Plan. In addition, the Developer is required to pay all sewer related fees including connection fees and treatment plant fees. Developer may receive reimbursement for excess cost under certain circumstances. Values used for reimbursement are set forth in Milpitas Sanitary Code (Ordinance 208). Key provisions of the ordinance are summarized below:

1. Sewer Connection fee:
  - a. Residential:
    - \$1,908 per single family residence

- \$1,406 per unit for multi-family developments
- b. Non-residential:
- \$8.52 per gallon of estimated average daily wastewater Discharge.
2. The excess cost reimbursement may consist of the following:
- a. Reduction of the connection fee.
  - b. Cash payment to the developer on acceptance of work.
  - c. Fifteen year reimbursement agreement providing for payment to the developer upon payment of sewer connection fees by others connecting to the system. Reimbursement payments to the developer are made in one payment per year basis.
2. The Treatment Plant Fee (TPF) can constitute a significant portion of fees to be collected by the City (part of Building Permit application). It is based on the amount & content of the sewage discharge. Estimates of TPF amounts can be determined by the following:

**Commercial-Industrial**

Electronic R&D, Assembly	\$0.63	per square foot		
Electronic Manufacturing	\$19.00	"	"	"
Laundromat	\$14.15	"	"	"
Motels	\$0.73	"	"	"
Office	\$0.35	"	"	"
Restaurant (Fast Food, Deli)	\$3.37	"	"	"
Restaurant (Full Service)	\$5.84	"	"	"
Retail commercial	\$0.25	"	"	"
Repair Shops, Service Station	\$1.74	"	"	"
Warehouse, storage	\$0.18	"	"	"

These fees are typical estimates only. Exact fees will be contingent upon specific sewage discharge and sewage strengths for the facilities. Further questions may be directed to the Utilities Section of the Engineering Division at (408) 586-3351 or 586-3350.

**Note:** The treatment plant fee for commercial and industrial developments must be paid prior to building permit issuance.

**Residential**

Single Family or Duplex - \$880 per dwelling unit

Multiple Family - \$690 per dwelling unit

Mobile Home Park - \$440 per dwelling unit/space.

**Note:** The treatment plant fee for residential development must be paid prior to final inspection (occupancy) by the Building Division.

**D. Water Fees**

Each Developer shall install all water mains necessary to serve his development, sized in accordance with the City's current Water Master Plan. In addition, the Developer is required to pay all water-related fees including connection fees and may receive reimbursement for excess cost under certain circumstances. The ordinance is summarized below:

1. Water Connection Fee:
  - a. Residential:
    - \$1,910 per single family residence
    - \$1,164 per dwelling unit for multi-family developments
  - b. Non residential:
    - \$5.97 per gallon of estimated average daily water use.
2. A \$2,000 deposit shall be made to the City of Milpitas and a construction water meter shall be obtained for incidental water used during grading and roadway construction. Water meter shall be installed for incidental water use during building (s) construction and pressure test of water line within the building (s);

3. A Water Service Agreement (Water Meter Connection Fee) shall be paid prior to building permit issuance. The City coordinates all connections to existing water lines. Refer to water requirement / specification for separate domestic water meter, irrigation meter and fire bypass meter per building/parcel/lot. All individual services will be installed by Developer after executing a Water Service Agreement. The Water Service Agreement includes payment based upon City's cost plus a \$76 per meter handling charge. City will set meters (2" and smaller) upon execution of the Water Service Agreement, payment of fee by Developer and inspection of the water service installation. Larger meters will be made available to the Developer's contractor for meter set upon satisfaction of the above conditions. Cost of meters are shown below:

a. Water Meter Prices (including meter handling charge):

	<u>Size</u>	<u>Price</u>
1. Disc meters (domestic & fire service)		
	5/8in.	\$134.39
	3/4 in.	\$155.49
	1 in.	\$200.41
	1 1/2 in.	\$392.02
	2 in.	\$526.78
2. Turbine meters (Commercial, Industrial & irrigation)		
	3/4 in.	\$155.49
	1 in.	\$211.80
	1 1/2 in.	\$419.89
	2 in.	\$669.14
	3 in.	\$775.00
	4 in.	\$875.00
	6 in.	\$1,582.00
3. Compound Meters		
	3 in.	\$1,630.39
	4 in.	\$2,685.83
	6 in.	\$4,171.03

8 in.

\$5,628.00

**Note:** Backflow prevention devices, when required by City, must be supplied and installed by a licensed plumber at the expense of the Developer. All backflow prevention devices shall be tested after installation and certifications sent to the Utility Section of the Engineering Division.

**E. Storm Drainage Connection Fee**

Each Developer shall install all storm drains necessary to serve his development, sized in accordance with the City's current Storm Master Plan. In addition, the Developer is required to pay all storm-related fees including connection fees and may receive reimbursement for excess cost under certain circumstances. Values used for reimbursement are set forth in Ordinance 120. The ordinance is summarized below:

1. Residential

- 1,100 per parcel for single family medium density with parcel size equal or smaller than 8,710 square feet (1/5 acre).
- \$1,916 per parcel for single family low density, with parcel size between 8,711 and 43,560 square feet (between 1/5 acre and 1 acre).
- \$3,594 per parcel for single family with parcel size between 43,561 and 174,240 square feet (between 1 acre and 4 acres).
- \$4,792 per parcel or single family with parcel size between 174,241 and 392,040 square feet (between 4 and 9 acres).
- \$6,469 per parcel for single family with parcel size greater than 392,040 square feet (9 acres).
- \$16,771 per acre for multi-family developments.

2. Commercial, industrial, institutional, or mixed use sites

- \$21,562 per acre

3. Schools

- \$7,187 per acre for schools (with athletic fields), otherwise consider as institutional.

4. Parks

- \$4,792 per acre

**F. Park Site Fees**

Contact the Planning Division at (408) 586-3279 for specific details.

**G. Encroachment Permit Fees & Deposits**

1. Encroachment Permits:

Small Projects: up to \$450

Other Projects: The applicant shall establish a *Plan Check & Inspection Deposit*

**H. Lot Line Adjustment Fees: \$615**

**I. Lot Combination Fees: \$615**

**J. Vacation of Public right-of-way Fees: \$545**

**k. Other fees and deposits**

1. The Developer is responsible for the cost of any and all mitigation measures recommended on the approved environmental reports or related documents which may evolved into a fee.
2. City time will be charged to the agency fund account for plan checking of any (amended) (re) assessment diagrams.
3. The City has no signing & striping fee. Traffic signing and striping shall be installed by the Developer's contractor.
5. The City has no street tree fees. Residential projects require one tree per lot Per street. Commercial projects require trees in street wells in conjunction with on-site landscaping. Industrial projects require appropriate lawn, ground cover, and street trees in City street right-of-way

in conjunction with on-site landscaping. The Developer furnishes and plants minimum 24” box size tree with a caliper of 2” measure 6” above rootball per City Standard Drawings and [City approved Street Tree List](#).

6. School Fees

The School District collect the school impact fees and certify to the City that they have been satisfied. If you have questions about the process and how it may or may not apply to your specific project, contact the Director of Business and Administrative Services, Milpitas Unified School District, at (408) 945-2315.

The foregoing fees and deposits relate directly or indirectly to the requirements of the Engineering Division. The Planning and Building Divisions, Finance Department and Fire Department also have various fee schedules which may or may not apply to your development, and may be ascertained by contacting them. All fees and deposits administered by the Engineering Division must be paid prior to recordation of a final map or adoption (second reading) of a zone change or clearance for construction or prior to final inspection as appropriate.