



**CITY OF MILPITAS
ENGINEERING DEPARTMENT**

455 E. Calaveras Boulevard, Milpitas, CA 95035
Phone: 408-586-3329 | Website: www.ci.milpitas.ca.gov

PUBLIC IMPROVEMENTS (OFF-SITE AND ON-SITE WITHIN PUBLIC EASEMENTS) **SUBMITTAL REQUIREMENTS**

In order to process and provide timely review of your improvement plans, please submit a complete submittal package that includes items listed below:

<input type="checkbox"/>	5 prints of plans on 24"x36" with 1" margin on City's Title Block [See Note 3]
<input type="checkbox"/>	2 prints of Domestic and Fire Flow report, including water meter sizing calculations [See Note 4]
<input type="checkbox"/>	2 prints of Sanitary Sewer Flow and Sizing Calculations, including impact to the immediate downstream main
<input type="checkbox"/>	2 prints of Drainage Study and Storm Drainage Calculations for 10-year storm event
<input type="checkbox"/>	2 prints of Engineer's Quantity and Cost Estimates for Public Improvements
<input type="checkbox"/>	2 sets of Photometric Analysis (if not previously approved)
<input type="checkbox"/>	1 print of a completed and signed Private Job Account Processing form
<input type="checkbox"/>	Payment of deposit in the amount of at least 10% of the Engineer's Cost Estimates (\$4,000 Min.)
<input type="checkbox"/>	Other: _____

NOTES:

1. If one or more of the required items are not submitted, the application will be considered incomplete and will not be processed.
2. All drawings and calculations must be signed and sealed by a registered Civil Engineer as required by California Business and Professional Code prior to approval.
3. A complete Public Improvement plan set shall include all pertinent information including but not limited to the items listed on page 2.
4. See City's Meter Specifications:
http://www.ci.milpitas.ca.gov/wp-content/uploads/2016/11/Meter_Specifications.pdf



**CITY OF MILPITAS
ENGINEERING DEPARTMENT**

455 E. Calaveras Boulevard, Milpitas, CA 95035
Phone: 408-586-3329 | Website: www.ci.milpitas.ca.gov

PUBLIC IMPROVEMENT PLAN REQUIRED INFORMATION

A. CIVIL PLANS

- Title Sheet, Vicinity Map, General Notes, Abandonment Notes, Legends, Bench Mark, Sheet Index, etc.
- Key Map (if applicable)
- Topographic Survey and Existing Conditions
- Demolition Plan
- Typical Street Cross Sections
- Utility Plan with longitudinal and cross-section profiles
- Construction Notes to callout all applicable City Standard Detail numbers
- Other special construction details
- Erosion Control Plan
- Best Management Practices Sheet – Blueprint for a Clean Bay

B. TRAFFIC PLANS

- Traffic Signing and Striping Plans
- Traffic Signal or Interconnect Plans (if applicable)
- Traffic Control Plan

C. LANDSCAPE PLANS

- Existing and Proposed Street Trees Plan
- Planting Plans with Legends
- Landscape Details
- Irrigation Plans with location and sizes of water meters
- Irrigation Details
- Water Use Calculations and Water Efficiency Landscape Ordinance (WELO) Table

D. JOINT TRENCH PLANS

- Joint Trench General Notes
- Joint Trench Composite Plan
- Joint Trench Details

E. STREET LIGHTING PLANS

- Street Lighting Plans with power and meter sources
- Street Lighting Details
- Photometric Plan