

Date: \_\_\_\_\_ Building Permit NO. \_\_\_\_\_ Fire Dept. Record NO. \_\_\_\_\_

## Milpitas Fire Department Project Transmittal Sheet

Please complete the following. Choose the activity that represents the project type from the categories below. Calculate fees due and submit payment to the Finance Department. One copy of this form must accompany plans once payment has been made. **Plans will not be processed without prior payment.** Call **408-586-3365** for questions and assistance.

Company Name (Applicant): \_\_\_\_\_  
 Address (Applicant): \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
 Project Name (Business): \_\_\_\_\_  
 Project Address (site): \_\_\_\_\_

Scope of Work: \_\_\_\_\_

**FEES <sup>(3)</sup> – EFFECTIVE FEBRUARY 1, 2010 (The City of Milpitas reserves the right to change fee schedule)**

<b>Life Safety (100-3221)</b>	<b>Life Safety (100-3221)</b>
<b>▪ Fire Underground Systems</b>	<b>▪ Miscellaneous Fire Permits, Cont.</b>
<input type="checkbox"/> Underground Lateral - new or replace (each) \$ 715.00	<input type="checkbox"/> Fire Code permit not otherwise listed \$ 286.00
<input type="checkbox"/> Underground Lateral - repair (each) \$ 286.00	<input type="checkbox"/> Alternate Materials & Methods Review (each) \$ 572.00
<input type="checkbox"/> Underground Fire Line – new or repair (per hr.) <sup>(4)</sup> See note 4	<input type="checkbox"/> Failure to obtain a permit Double Fees <sup>(2)</sup>
<b>▪ Sprinkler Systems</b>	<input type="checkbox"/> Other activities not listed (\$143.00/Hour)
<input type="checkbox"/> New, addition, alteration (< 2K SF) \$ 429.00	
<input type="checkbox"/> New, addition, alteration (2K to < 10K SF) \$ 1,001.00	<b>Hazardous Materials (100-3220)</b>
<input type="checkbox"/> New, addition, alteration (10K to < 50K SF) \$ 2,002.00	<b>▪ Tenant Improvement</b>
<input type="checkbox"/> New, addition, alteration (≥ 50K SF), Fee = (.0429 x SF) Per fee factor	<input type="checkbox"/> Small Haz Mat (piping) \$ 286.00
<b>▪ Fire Alarms Systems</b>	<input type="checkbox"/> Medium Haz Mat (tanks, treatment, etc) \$ 715.00
<input type="checkbox"/> Addition, alteration, repair < 5 devices \$ 286.00	<input type="checkbox"/> Large Haz Mat (plating, H Occupancy) \$ 1,287.00
<input type="checkbox"/> Addition, alteration, repair 5 to 10 devices (> 10 devices and/or new panel see below) \$ 572.00	<b>▪ Closures</b>
<input type="checkbox"/> New system (< 5K SF) \$ 572.00	<input type="checkbox"/> Small Facility N/C
<input type="checkbox"/> New system (5K to < 10K SF) \$ 858.00	<input type="checkbox"/> Medium Facility \$ 429.00
<input type="checkbox"/> New system (10K to < 50K SF) \$ 1,287.00	<input type="checkbox"/> Large Facility \$ 715.00
<input type="checkbox"/> New system (≥ 50K SF) Per fee factor	<input type="checkbox"/> Process/tool closure \$ 429.00
Fee = (.03575 x SF)	<b>▪ Underground Tank</b>
<b>▪ Miscellaneous Fire Permits</b>	<input type="checkbox"/> Tank installation, 2 or less \$ 1,144.00
<input type="checkbox"/> Hood and Duct System (each) \$ 572.00	<input type="checkbox"/> Each additional tank installation \$ 286.00
<input type="checkbox"/> FM 200, or other fire extinguishing systems (deluge, foam, pre-action, etc.) (each) \$ 572.00	<input type="checkbox"/> Tank system removal, 2 tanks or less \$ 429.00
<input type="checkbox"/> Tents, canopies, membrane structures 4 or less \$ 429.00	<input type="checkbox"/> Each additional tank removal \$ 143.00
<input type="checkbox"/> Tents, canopies, membrane structures 5 or more \$ 512.00	<b>▪ Miscellaneous Haz Mat Permits</b>
<input type="checkbox"/> Fire clearance, pre-insp., serving 25 or less clients \$ 50.00	<input type="checkbox"/> Fire Code permit not otherwise listed \$ 286.00
<input type="checkbox"/> Fire clearance, pre-insp., serving 26 or more \$ 100.00	<input type="checkbox"/> Alternate Materials & Methods Review (each) \$ 572.00
<input type="checkbox"/> Temporary Assembly, 50-299 Occupants \$429.00	<input type="checkbox"/> Failure to obtain a permit Double Fees <sup>(2)</sup>
<input type="checkbox"/> Temporary Assembly, 300-999 Occupants \$715.00	<input type="checkbox"/> Other activities not Listed (\$143.00/Hour)
<input type="checkbox"/> Temporary Assembly, 1000 or more Occupants \$1,144.00	<b>▪ Fast Track or After Hours Inspection (extra) (100-3252)</b> \$ 429.00 <sup>(1)</sup>

**NOTES:**

- (1) Limited to staff availability. Requires prior approval for this service.  
Fee = HRS\*\$143.00, (with 3 HRS minimum charge).
- (2) Failure to obtain a permit will result in double the standard permit fees.
- (3) The Fire Department reserves the right to evaluate fees paid and make adjustments when necessary.
- (4) Please contact the Fire Prevention Division for new fire water-line fees.  
Minimum charge is 3 hrs. (\$143.00/hr).
- (5) Emergency Response Mapping Fee \$ 143.00 (new site - project)

L/S Fire Fees (100-3221 F1)	\$
Haz Mat Fire Fees (100-3220 FI)	\$
Fire Dept. GIS Mapping (100-3691 FG) <sup>(5)</sup>	\$
Fast Track/After Hours (100-3252 FFT)	\$
Fire Dept. Automation Fee (100-3692 FAF)	\$ 6.77
Archive Fee (100-3639 FV)	\$ 25.00
<b>Total Fees for Fire Dept. Process <sup>(3)</sup></b>	<b>\$</b>

### Finance Department Use Only

Total Amount Paid: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Receipt Number: \_\_\_\_\_ City of Milpitas Business License #: \_\_\_\_\_

**1 copy to Finance; 1 copy to Fire Department with plans; 1 copy to Applicant**

**(revised – 05-12-10)**