

CITY OF MILPITAS

Office of Building Safety
455 E. Calaveras Blvd.
Milpitas, CA 95035
408-586-3240
www.milpitas.gov



SEWER NEEDS QUESTIONNAIRE

(For Non-Residential Applicants)

THIS FORM SHALL BE COMPLETED BY SOMEONE KNOWLEDGEABLE IN THE WATER USAGE OF THE TENANT.

The Sewer Needs Questionnaire must be completed for all Building Permit Applications when a project will cause an increase in water usage due to additional facilities or new construction (e.g., increasing operation or manufacturing process water use, installing new processes requiring water, adding restroom facilities, increasing the number of employees, increasing tenant space). If a treatment plant fee is assessed, it must be paid prior to issuance of a Building Permit. Please keep a copy of this completed questionnaire for your files. If you need assistance in filling out the questionnaire, please email the Land Development Engineering Department at LandDevelopmentEngineering@milpitas.gov

Tenant Name: _____

Tenant Address: _____

APN: _____ Total Area of this APN: _____

Contact Person: _____ Phone #: _____

A. TYPE OF BUSINESS (Describe your type of business and include any equipment, processes, products or services involved).

SIC CODE (Standard Industrial Classification): _____ (If unknown, see SIC summary listing or contact the Industrial Source Control Inspector for Milpitas at SJ/SC WPCP, 408-945-5300.

B. PERMIT DATA

1. What is the construction valuation of work under this permit? \$ _____
2. Describe the work to be done under this permit.

3. Describe the impact of this work on the quality and quantity of water and sewer use.

OFFICE USE ONLY

Shell Address: _____ Building Permit #: _____

4. What is the square footage (in square feet) involved in this permit? _____ S.F.

5. What is the square footage of the entire building (if known)? _____ S.F.

6. What is the square footage of your entire tenant space? _____ S.F.

7. A square footage breakdown of your entire tenant space would be:

Office/Bathroom _____ S.F. _____ S.F. _____ S.F.

Warehouse _____ S.F. _____ S.F. _____ S.F.

Restaurant _____ S.F. _____ S.F. _____ S.F.

8. The building area has/has not been previously occupied. (Circle one)

9. Length of time your business has occupied this building area: ____ yrs. ____ mos.

10. Name of previous tenant (if known) _____

11. Name of current co-tenant(s), if any _____

Note: Co-tenant is defined as those who share the domestic water service with you.

C. OPERATING SCHEDULE (If seasonal, use separate sheet to explain)

Work hours: Shift #1 _____ to Shift #2 _____ to Shift #3 _____ to _____

Number of employees:

| | <u>For Shift #1</u> | <u>For Shift #2</u> | <u>For Shift #3</u> | <u>In the Office</u> |
|--------------|---------------------|---------------------|---------------------|----------------------|
| On Weekdays | _____ | _____ | _____ | _____ |
| On Saturdays | _____ | _____ | _____ | _____ |
| On Sundays | _____ | _____ | _____ | _____ |

D. TOTAL ESTIMATED WATER USES (in gpd, gallons per day)

| | | | |
|------------------|-----------|---------------------------------------|-----------|
| Bathroom | _____ gpd | Landscaping (If on domestic meter) | _____ gpd |
| Car washing | _____ gpd | Manufacturing | _____ gpd |
| Cooking | _____ gpd | Product Ingredient | _____ gpd |
| Cooling Towers | _____ gpd | Steam Cleaning | _____ gpd |
| Other (describe) | _____ | | _____ gpd |

E. WATER SOURCES & ESTIMATED VOLUMES FOR THIS FACILITY (in gpd)

| | |
|-------------------|-----------|
| City | _____ gpd |
| Private Well | _____ gpd |
| Private Reclaim | _____ gpd |
| Municipal Reclaim | _____ gpd |

The information contained herein is familiar to me and to the best of my knowledge, accurate and complete. Additional treatment plant fees will be required if monitored flow exceeds estimate based on information contained herein.

Applicant Name: _____ Phone No. _____

Name (print): _____ Title: _____

Signature: _____ Date: _____