



City of Milpitas

Permit and Development Fee Summary

455 E. Calaveras Blvd, Milpitas, CA 95035

Phone: (408) 586-3240 Fax: (408) 586-3285 Email: BuildingPermitCenter@milpitas.gov

Updated July 1, 2024

Permit and Development Fee Summary Based on 2024-2025 Fee Schedule Effective July 1, 2024

Building Safety Fees						
Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks
Building Plan Review Fee	Cost recovery for building, mechanical, electrical and plumbing elements plan review	Applicable to all projects that contain building, mechanical, electrical and plumbing in their scope of work	Fee is calculated based on scope of work area per Building Fee Schedule	Fee is required at time of application of the building permit.	Plan review fee on page 3-8, 11-12 of Building Fee Schedule	
Building Inspection Fee	Cost recovery for inspection of building, mechanical, electrical and plumbing elements	Applicable to all projects that contain building, mechanical, electrical and plumbing in their scope of work	Fee is calculated based on scope of work area per Building Fee Schedule	Fee is required prior to issuance of the building permit.	Inspection fee on page 3-8, 11-12 of Building Fee Schedule	
Mechanical, Electrical, Plumbing (MEP) Permit Fees	Cost recovery for plan review and inspection of mechanical, electrical and plumbing elements	Applicable to all projects that contain mechanical, electrical and plumbing only in their scope of work	Fee is calculated based on the MEP elements in the scope of work per Building Fee Schedule	Fee is required prior to issuance of the MEP permits.	MEP permit fees on page 13-15 of Building Fee Schedule	
Miscellaneous Construction Permit Fee	Cost recovery for plan review and inspection of miscellaneous construction	Applicable to all miscellaneous construction	Fee is calculated based on scope of work of the miscellaneous construction per Building Fee Schedule	Fee is required at time of application of the building permit.	Miscellaneous construction and combination permit fees on page 9-12 of Building Fee Schedule	
Expedited Plan Review Fee	Cost recovery for overtime plan review at the applicant's request and based on staff availability to reduce the plan review turnaround time by approximately half.	Applicable to projects with applicant's request to expedite the plan review that is accommodated by the City	Fee is calculated based on the overtime plan review performed on an hourly rate per Building Fee Schedule	Fee is required prior to issuance of the building permit.	Plan review afterhours (overtime) hourly rate on page 12 of Building Fee Schedule	
Afterhours (Overtime) Inspection Fee	Cost recovery for afterhours inspection at the applicant's request and based on staff availability.	Applicable to projects with applicant's request for afterhours inspection that is accommodated by the City	Fee is calculated based on the afterhours inspection performed on an hourly rate of per Building Fee Schedule	Fee is required prior to performing the afterhours inspection.	Inspection afterhours (overtime) hourly rate on page 12 of Building Fee Schedule	



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Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks
Revision/Deferred Submittal Plan Review Fee	Cost recovery for revision/deferred submittal plan review	Applicable to all revision/deferred submittal permit applications	Fee is calculated based on the time spent on plan review on an hourly rate per Building Fee Schedule	Fee is required prior to issuance of the revision/deferred submittal permit.	Plan review hourly rate on page 12 of Building Fee Schedule	
Strong Motion Instrumentation and Seismic Hazard Mapping Fee	State mandated fee to administer the California Strong Motion Instrumentation program, commonly known as the "Earthquake Fee".	Applicable to all projects, except revision/deferred submittal permits	<ul style="list-style-type: none">Category 1: 1 to 3 Story Residential Fee = Valuation x 0.00013 (min. \$0.50)Category 2: All Other Building: Fee = Valuation x 0.00028 (min. \$0.50)	Fee is required prior to issuance of the building permit.	State of California Fees on page 12 of Building Fee Schedule	
Building Standards Administration Special Revolving Fund	State mandated fee for administering the Green Building Code at the State level, commonly known as the "Green Fee".	Applicable to all projects, except revision/deferred submittal permits	<ul style="list-style-type: none">Valuation \$1 to \$ 25k = \$1Valuation \$ 25,001 to \$50k = \$2Valuation \$ 50,001 to \$75k = \$3Valuation \$ 75,001 to \$100k = \$4Every \$25k or fraction thereof above \$100k add \$1	Fee is required prior to issuance of the building permit.	State of California Fees on page 12 of Building Fee Schedule	
Permitting Automation Fee/Technology Fee	Fee collected to maintain and upgrade permitting systems and to enhance and streamline permit processes through technology	Applicable to all projects	3.8% of total permit fees	Fee to be paid together with the associated permit fees.	City of Milpitas Standard Permitting Fees on page 12 of Building Fee Schedule	



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Planning Fees						
Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks
Conceptual Review Fee	Cost recovery for meeting with Planning staff only to discuss conceptual plans for proposed development project.	Applicable whenever a conceptual review meeting by the applicant or the Dept Director.	Flat fee.	Prior to meeting with staff.	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	
Pre-Application Permit Fees	Cost recovery for review of conceptual plans for proposed development project.	Typically used for major projects or projects that will benefit from early feedback from staff.	Flat fee for single-family homes, or all other projects, and SB 330 projects.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	
Parcel Maps and Tentative Maps	Cost recovery for review and processing of Parcel Map and Subdivision Tract Map.	Applicable to all projects that require a Parcel Map or Subdivision Tract Map.	Flat fee for Parcel Maps (Minor Subdivision) and Final Maps (Major Subdivision).	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	
Lot Line / Merger Adjustment	Cost recovery for review and processing of Lot Line / Merger Adjustment	Applicable to all projects that require a lot line adjustments and lot mergers	Flat fee.	Payment required at submittal of application	Page 21 of User and Regulatory Fee Schedule	
Minor Site Development Permit Fees	Cost recovery for review of any project that requires a Minor Site Development Permit.	Applicable to all projects that require a Minor Site Development Permit.	Flat fee for OTC (staff) review, ZA Hearing (Valley Floor), ZA Hearing (Hillside), and PC/CC Approval.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Level of review set forth in Zoning Ordinance Table XI-10-64.02-1
Site Development Permit Fees	Cost recovery for review of any project that requires a Site Development Permit.	Applicable to all projects that require a Site Development Permit.	Flat fee for SB35 Housing Project, ZA Hearing, and New Development.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Level of review set forth in Zoning Ordinance Table XI-10-64.02-1



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Minor Conditional Use Permit Fees	Cost recovery for review of any project that requires a Minor Conditional Use Permit.	Applicable to all projects that require a Minor Conditional Use Permit.	Flat fee for ZA Hearing, PC/CC approval required, and telecommunications.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Level of review set forth in Zoning Ordinance Section XI-10-57.04.B
Conditional Use Permit Fees	Cost recovery for review of any project that requires a Conditional Use Permit.	Applicable to all projects that require a Conditional Use Permit.	Flat fee for Single-Family Districts, Temporary Use Permits, and all other CUP's.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	
Sign Permit Fees	Cost recovery for review of plans for any type of outdoor signage	Applicable to all sign projects	Flat fee for temporary signs or banners, permanent wall signs, and freestanding signs >6 ft.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	
Variance	Cost recovery for review of plans for any projects that require a Variance	Applicable to any project that requires a Variance	Flat fee for variances in a single-family, signs, and multi-family/non-residential zoning districts.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Variance requirements set forth in Zoning Ordinance Section XI-10-57.06
Special Use Permit	Cost recovery for review of plans for any projects that require a Special Use Permit	Applicable to any project that requires a Special Use Permit	Flat fee for staff-level review and PC/CC approval required.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Special Uses and permit requirements set forth in Zoning Ordinance Section XI-10-13.01
Short-Term Rental Permits	Cost recovery for review of short-term rental units	Applicable to all short-term rental units	Flat fee for an initial and annual review.	Payment required at submittal of application	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	



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Tree Removal Permit Fee	Cost recovery for review of any request for a tree removal	Applicable to any request to remove a tree	Flat fee.	Payment required at submittal of application	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Home Occupation Permit Review of Business License	Cost recovery for review of Occupation Permits and Business Licenses for zoning conformance	Applicable to all Home Occupation permits and Business Licenses	Flat fee.	Payment included in cost of Business License	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Amendments/Adjustments to an Existing Permit	Cost recovery for review of any requests to amend or modify an existing permit	Applicable to any request to amend or modify an existing permit	50% of permit fee for Amendments 25% of permit fee for Adjustments	Payment required at submittal of application	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Appeal of Decision to PC/CC	Cost recovery for review of any requests to appeal a decision by staff or ZA to the PC, or PC to CC	Applicable to any request to appeal to PC/CC	Flat fee.	Payment required at submittal of application	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Time Extension Fee	Cost recovery for review of any request for a Time Extension of any previously approved permit	Applicable to any request to for a Time Extension	Flat fee.	Payment required at submittal of application	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Noticing Fee	Cost recovery for sending post cards to provide legal noticing of any project that requires a public hearing	Applicable to any project that requires a public hearing	Flat fee.	Payment required at submittal of application	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	Noticing requirements per Zoning Ordinance Table XI-10-64.02-1



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Staff Research Fee	Cost recovery for staff time used to conduct property or zoning research.	Applicable to any research unrelated to project review that requires more than one hour of staff time.	Flat fee per hour.	Payment required prior to start of research	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Zoning Verification Letter Fee	Cost recovery for research and preparation of a Zoning Verification Letter	Applicable to any request for Zoning Verification	Flat fee.	Payment required at submittal of request	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Building Plan Check Support Fee	Cost recovery for review of plans submitted with a building permit application for conformance with Planning conditions of approval.	Applicable to any request for review a plans submitted for a building permit.	Flat fee.	Payment required prior to plan review	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Building Inspection Support	Cost recovery for review of plans submitted with a building permit application for conformance with Planning permit conditions of approval.	Applicable to any request for review a plans submitted for a building permit.	Flat fee.	Payment required prior to site inspection	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Certificate of Occupancy Review Fee	Cost recovery for review of Certificate of Occupancy	Applicable to all requests for Certificate of Occupancy	Flat fee.	Payment required prior to review	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Letter of Determination or Interpretation Fee	Cost recovery for preparation of a letter of determination or interpretation of planning policies or zoning regulations	Applicable to all requests for Letter of Determination or Interpretation	Flat fee.	Payment required prior to review and preparation of letter	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	



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Permit Compliance Review Fee	Cost recovery for preparation of a letter verifying compliance with planning policies or zoning regulations	Applicable to all requests for Permit Compliance letter	Flat fee.	Payment required prior to review and preparation of letter	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Text or Map Amendments (General Plan, Specific Plan, Zoning)	Cost recovery for reviewing and processing requests to amend the General Plan, Specific Plan, or Zoning Ordinance.	Applicable to all requests for Text or Map amendments	Initial deposit; additional fees as needed based on scope of work.	Payment of initial deposit required at application submittal	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Initial deposit may be modified based on project complexity. Deposit accounts are invoiced monthly and must maintain 25% of initial deposit.
Development Agreements	Cost recovery for reviewing and processing requests for a DDA	Applicable to all DDAs	Initial deposit; additional fees as needed based on scope of work.	Payment of initial deposit required at application submittal	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Initial deposit may be modified based on project complexity. Deposit accounts are invoiced monthly and must maintain 25% of initial deposit.
Environmental Review / CEQA Clearance	Cost recovery for coordinating with environmental consultants, reviewing documents, and ensuring CEQA compliance for major projects.	Applicable to all projects that require preparation of an EIR or IS/MND in accordance with CEQA.	Initial deposit; additional fees as needed based on scope of work.	Payment of initial deposit required at application submittal	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Same as above.
Planned Unit Development	Cost recovery for reviewing and processing requests to for creation of a new PUD	Applicable to all requests for all new PUDs	Initial deposit; additional fees as needed based on scope of work.	Payment of initial deposit required at application submittal	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Same as above.



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Billboards	Cost recovery for reviewing and processing applications for billboards.	Applicable to all applications for new billboards	Initial deposit; additional fees as needed based on scope of work.	Payment of initial deposit required at application submittal	Page 19 of User and Regulatory Fee Schedule Planning Department Fees	Same as above.
Other Deposit-based fees	Cost recovery for legal review, peer review, other agency review, etc. related to review and processing of major projects.	Applicable to any project that may require extensive legal review, peer review, or other agency review of documents.	Initial deposit; additional fees as needed based on scope of work.	Payment of initial deposit required at application submittal	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	Same as above.
Permitting Automation Fee/Technology Fee	Fee collected to maintain and upgrade permitting systems and to enhance and streamline permit processes through technology.	Applicable to all projects	3.8% of total permit fees	Fee to be paid together with the associated permit fees.	Page 20 of User and Regulatory Fee Schedule Planning Department Fees	
Affordable Housing Fee	Residential in-lieu fee or non-residential impact fee in accordance with the Affordable Housing Ordinance.	Applicable to residential projects with 10 or more units and non-residential projects that meet the criteria set forth in the Affordable Housing Ordinance	See Affordable Housing Fee Schedule	Fee payment required prior to issuance of the building permit. Fee is often confirmed and invoiced by Planning.	See Affordable Housing Ordinance webpage	
Park In-lieu Fee	Fee in lieu of land dedication for public open space required for all new	Applicable to all new residential subdivisions and multi-family residential projects in Metro and Midtown	Metro/Midtown: \$64 per sq. ft. or \$2,787,840 per acre Citywide (outside TASP/Midtown) \$53 per sq. ft. \$2,308,680 per acre	Fee payment required prior to issuance of the building permit.	See Development Impact Fee Schedule	See Park In-Lieu fee provisions MMC Section XI-1-9



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Public Art Fee	Residential in-lieu fee or non-residential impact fee in accordance with the Public Art Ordinance.	Applicable to residential projects with 20 or more units and non-residential projects involving 2,000 square feet or more of new floor	Minimum one-half of one percent of total Building Development costs.	Fee payment required prior to issuance of the building permit.	See Development Impact Fee Schedule	See also Public Art Ordinance in MMC Section XI-10-14 and City of Milpitas Arts Commission webpage .
Transit Area Specific Plan Development Impact Fee	Development impact fee levied on new development projects within the TASP area to pay for public infrastructure identified in the Basic Infrastructure Plan (BIP).	Applicable to all new development projects located within the Transit Area Specific Plan (Milpitas Metro Plan) planning area.	Residential per unit, Retail per square foot, Office per square foot, and Hotel per room.	Fee payment required prior to issuance of the building permit, unless project is 100% affordable.	See Development Impact Fee Schedule	
Community Facilities District (CFD) fee	Special tax levied on new residential development to pay for installation and maintenance of public infrastructure.	Applicable to all new residential development projects.	Per dwelling unit tax. Varies according to location and level of affordability. See Planning Dept. Development Impact Fee schedule.	Fee is required prior to issuance of the building permit.	See Development Impact Fee Schedule	Community Facility District is also known as a Mello-Roos District



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Engineering Fees							
Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks	
Engineering Plan Review Fee	Cost recovery for review of plans submitted for construction of public improvements; preparation of documents as they pertain to a proposed development project.	Major development projects associated with planning or building permit applications.	A deposit will be required and the initial deposit amount will be based on project type, size and scope.	The plan check deposit shall be made into a private job account prior to any plan check.	See Engineering Fee Schedule		
Engineering Inspection Fee	Cost recovery for inspection services during construction of public improvements as they pertain to a proposed development project.	Major development projects associated with planning or building permit applications.	A deposit will be required and the initial deposit amount will be based on project type, size and scope.	The inspection deposit shall be made into the private job account prior to any clearance for public improvement construction or permit issuance.	See Engineering Fee Schedule		
Lot Line Adjustment/Lot Merger Fee	Cost recovery for reviewing and processing applications for Lot Line Adjustments/Lot Merger.	Applicable to an application that is not a part of a major development project.	Flat Fee	Payment of initial deposit required at application submittal	See Engineering Fee Schedule		
Street/Alley Easement Vacation Fee	Cost recovery for reviewing and processing applications for Street/Alley/Easement Vacations.	Applicable to an application that is not a part of a major development project.	Flat Fee	Payment of initial deposit required at application submittal	See Engineering Fee Schedule		
Minor Encroachment Permit Fee	Cost recovery for review and processing of encroachment permit application package as it relates to proposed work within the Public Right-of-Way.	Driveway approach, sidewalk, public water meter installation, soil boring, potholing, traffic control only, etc.	Flat Fee	Payment of initial deposit required at application submittal	See Engineering Fee Schedule		
FEMA Flood Zone Designation Letter	Cost recovery for generating the FEMA Flood Zone Designation Letter	Flood Zone Letter	Flat Fee	Fee is required prior to issuance of the letter	See Engineering Fee Schedule		



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Engineering Fees							
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Traffic Impact Fee	Development impact fee levied on new development projects outside the TASP area to pay for Calaveras Boulevard Widening Project.	Applicable to all new development projects outside of the TASP Area.	This Fee is determined by the type, scope and size of the project.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule See TIF Study		
Utility Fee (Water Connection)	Development impact fees levied on new development projects.	Applicable to all new development projects.	This Fee is determined by the type, scope and size of the project.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule		
Utility Fee (Sanitary Sewer Connection)	Development impact fees levied on new development projects.	Applicable to all new development projects.	This Fee is determined by the type, scope and size of the project.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule		
Utility Fee (Storm Drain Connection)	Development impact fees levied on new development projects.	Applicable to all new development projects.	This Fee is determined by the type, scope and size of the project.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule		
Wastewater Treatment Plant Fee	Development impact fee levied on new development projects outside the TASP area.	Applicable to all new development projects outside of TASP area.	This Fee is determined by the type, scope and size of the project.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule		
Engineering Research Fee	Cost recovery for research pertaining to a project without a PJ Account	Applicable to projects without a PJ Account	This is an Hourly Fee based on time spent.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule		



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Building Permit Engineering Review Fee	Cost recovery for review and inspection services for projects without a PJ Account	Applicable to projects without a PJ Account	This Fee is determined by the type, scope and size of the project.	Fee is required prior to issuance of the building permit.	See Engineering Fee Schedule		
Permitting Automation Fee/Technology Fee	Fee collected to maintain and upgrade permitting systems and to enhance and streamline permit processes through technology	Applicable to all projects	This is a set fee based on a percentage of fees charged.	Fee to be paid together with the associated permit fees.	See Engineering Fee Schedule		



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Fire Fees						
Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks
New Construction, additions, alterations, demolition, site improvements, etc.	Cost recovery for Fire Department review of the Life Safety Systems for the new project, plan review and field inspection(s) during process of construction	Applicable to all projects, demolition, new, tenant improvements, code enforcement, etc.	Fee is calculated based on scope of work area per the fee schedule	Fee is required at time of application of the building permit.	See the Fire fee schedule: Milpitas Fire Department Fee Schedule	
Fire Department annual fire permits	Cost recovery for Fire Department annual inspection required by the Fire Code and/or Milpitas Municipal Code	All facilities required to be inspected by the Fire Department on an annual basis	Fee is based on facility type, size and complexity	Fees/invoice is billed yearly (November) by the City Finance Dept.	See the Fire fee schedule: Milpitas Fire Department Fee Schedule	
Fire Protection and/or Prevention systems	Cost recovery for Fire Department on the installation of new systems, to include plan review and field inspection(s)	Applicable to all projects installing new systems	Fee is based on facility type, size and complexity	Fee is required at time of application of the fire permit.	See the Fire fee schedule: Milpitas Fire Department Fee Schedule	
Fire Investigation, Enforcement and/or response	Cost recovery for the Fire Department for activities noted	Applicable when there is a Fire response	Fee is based on time and material hourly rate	Fee is assessed after the event	See the Fire fee schedule: Milpitas Fire Department Fee Schedule	
Miscellaneous Fire Fees: False Alarm, Overtime, Title-19, Canceled Inspection, Weed Abatement, Document Archive, etc.	Cost recovery for the Fire Department on miscellaneous activities	Applicable when there is an impact to the Fire Department	Fee is based on the specific miscellaneous activity	Fee is assessed either at time of applicants request or after the event	See the Fire fee schedule: Milpitas Fire Department Fee Schedule	
Permitting Automation Fee/Technology Fee	Fee collected to maintain and upgrade permitting systems and to enhance and streamline permit processes through technology	Applicable to all projects	3.8% of total permit fees	Fee to be paid together with the associated permit fees.	Milpitas Fire Department Fee Schedule	



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Housing Fees						
Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks
Affordable Housing Fee	Residential in-lieu fee or non-residential impact fee in accordance with the Affordable Housing Ordinance.	Applicable to residential projects with 10 or more units and non-residential projects that meet the criteria set forth in the Affordable Housing Ordinance	See Affordable Housing Fee Schedule	Fee is required prior to issuance of the building permit.	See Affordable Housing Ordinance webpage	

Other Agency Fees						
Fee Item	Description	Applicable Projects	Fee Calculation	Payable Timeline	Reference	Remarks
School Impact (Developer) Fees	Fee calculated by and paid directly to the School District for capital and operational school expenses	Applicable to new construction and additions of residential and commercial development. Typically, the square footage will be obtained using the Title 24 compliance documents.	Refer to Milpitas Unified School District School Impact (Developer) Fee Schedule	Fee is required prior to issuance of the building permit.		
Department of Environmental Health Fees	Fee calculated by and paid directly to the Department of Environmental Health Consumer Protection Division for their Plan Check Program	Applicable to remodeling or construction projects of any food facility or pool/spa	Refer to Department of Environmental Health Fee Schedule	Fee is required prior to issuance of the building permit.		