

**NOBLESVILLE ENGINEERING DEPARTMENT  
PERMIT AND INSPECTION FEES EFFECTIVE JANUARY 1, 2017**



**COLLECTED DURING PROJECT DEVELOPMENT PROCESS**

**PLAN REVIEW FEES**

Collected by Planning with the TAC submittal and application

<u>Number of Sheets</u>	<u>Review Fee</u>
5 or less	\$500
6	\$765
7	\$930
8	\$1,095
9	\$1,260
10 to 20	\$1,325
21 to 40	\$1,590
41 to 60	\$1,855
61 to 80	\$2,120

A portion of the above stated fee covers the review by MS4. Review fee includes initial review and two revisions. An additional charge of \$265 per revision will be charged for each revision beyond the second. For example, the initial TAC review, first resubmittal, and second resubmittal are included as part of the original fee. The third resubmittal and any subsequent resubmittals will be charged \$265 each per resubmittal.

**COLLECTED DURING IMPROVEMENT LOCATION PERMIT PROCESS**

**General Construction Inspection - Fee Schedule Below**

Collected by Planning prior to issuance of Improvement Location Permit (ILP/LOCP) or Building Permit

<u>Infrastructure Type</u>	<u>Unit Rate</u>	<u>Minimum Fee</u>
<b>Streets</b> (includes curbs, signs, trees, trail, drive approaches, and sidewalk)	<b>\$ 0.50 /ft (centerline)</b>	<b>\$ 250.00</b>
<b>Sanitary Sewer</b> (includes daily observations and testing)	<b>\$ 1.00 /ft</b>	<b>\$ 500.00</b>
<b>Storm Sewer</b> (RCP >=12" dia., includes daily observations and testing)	<b>\$ 0.50 /ft</b>	<b>\$ 250.00</b>
<b>Erosion Control</b>	<b>\$ 25.00 /acre</b>	<b>\$ 100.00</b>

**COLLECTED DURING BUILDING PERMIT PROCESS**

**SANITARY SEWER** (Calculated by Engineering and collected by Planning with the building permit)

Fees are calculated based on number of EDUs (Equivalent Dwelling Unit) \$2,715 per EDU

Residential \$2,715

Developer pays \$1,050 per EDU prior to secondary plat recording

Builder pays \$1,665 prior to building permit issuance

Commercial \$2,715/ EDU IAC Title 327 Table 11-1

**ROAD IMPACT FEES** (Calculated by Engineering and collected by Planning with the building permit)

Fees are calculated based on trips generated, land use, gross floor area, number of units, etc.

Road Impact = \$250 per trip (Ordinance No. 10-2-16)

**DRIVE-CUT** \$50

**Final Inspection (Engineering)** - FIRE and BUILDING may perform separate independent inspections

No charge by Engineering

**Sanitary Sewer Lateral Inspection**

No charge by Engineering

**Miscellaneous Inspection Charges** - Applies to Infrastructure Inspections and Building Permit inspections

Collected by Planning

Missed Inspection Fee	\$500
Same Day Inspection	\$200
1st Failed Inspection per permit	\$75
2nd Failed Inspection per permit	\$150
Timed Inspection	\$75

Updated: December 23, 2016

## **Guidance Document for Road Impact Fees, Sanitary Sewer Fees, Infrastructure Inspection Fees, and Bonding.**

### **1. Introduction**

The City of Noblesville's Engineering Department reviews applications for Sanitary Sewer Connection Fees and Road Impact Fees for building permits.

The Engineering Department reviews proposed developments and inspects public improvements. The Technical Advisory Committee (TAC) fee covers the review of proposed developments in both their preliminary development plan and detailed development construction plan. Fee is based on the number of pages in the plans. The improvement location inspection fee is for the inspection of the public improvements and is based on fee rate multiplied by the measurement of the infrastructure being constructed and/or the area of earth being disturbed.

New development and construction projects are subject to fees assessed for their impacts to existing sewer and transportation infrastructure. While each fee is determined by different calculations, the methodology is based on the proposed use of the subject building or land use.

Sanitary Sewer Connection Fees and Road Impact Fees involving a new project are based on either the intended land use or the type occupancy proposed for the building. Projects that involve a remodel or change of use to an existing site or building will be assessed a fee ONLY if the change in use or occupancy results in an increase in demand on sewers or traffic. The occupancy classification for the building permit will typically dictate the use or type of classification used to determine impact fees. High or dense occupancies will typically involve larger impact fees.

### **2. Road Impact Fees**

Road Impacts Fees are calculated by multiplying the number of new trips that will result from new construction by a per trip fee which was determined by a study completed by the City per State Statute. Trips generated by a site are determined by land use and from trip rates published by the Institute of Transportation Engineer's manuals on "Trip Generation", latest edition.

The fee is paid at the time of building permit.

### **3. Sanitary Sewer Connection Fees**

Sanitary Sewer Fees are calculated in a manner similar to Road Impact Fees. Fees are based on either the land use or the occupancy of the subject building, which is determined prior to application of a building permit. After the use or occupancy is defined, a sewer use rate is determined using flow calculation factors defined for different use classifications published in 327 IAC 3-6-11 of Indiana Code. (See IAC Title 327 Table 11-1)

After the proposed flow that is generated from the site is calculated, it is converted to an Equivalent Dwelling Unit (EDU). An EDU is a unit of sewer use based on the average daily usage for a single family residential household. The

Sanitary Sewer fee is calculated by multiplying the proposed sewer usage, in EDUs, by the sewer impact fee of \$2,715 per EDU established by City Council Ordinance.

$$\text{Sanitary Sewer Fee} = \text{Total EDU} \times \$2,715/\text{EDU}$$

The sewer fee is paid with the building permit for commercial and apartment developments. On residential single family homes, \$1,050 is paid at the time of the secondary plat. The remaining \$1,665 is paid with the building permit.

**4. Road and Sewer Fees on Sites with a Change of Use**

Sanitary Sewer Connection Fee and Road Impact Fees are based on proposed changes to an existing site. If the net use of a site is changed in a manner that will lessen the impacts of an existing use, no fees will be charged. If the proposed changes to a site indicate a net increase in sewer and or traffic generated by a site, the applicant will only be charged a fee that is based on the increase from existing conditions or fees that have been previously paid. Consultations are available by contacting the Engineering Department directly at (317) 776-6330.

Road Impact and Sewer Fees are collected at the time a building permit.

**5. Improvement Location Permit Inspection Fee for Public Infrastructure**

Public Infrastructure Inspection Fees are paid with the improvement location permit. Fee is based on a unit fee rate multiplied by the amount of the public infrastructure being constructed. Roadways, storm sewer, and sanitary sewer are based on the centerline length in feet being constructed. Erosion control is based on the area in acres.

<u>Public Infrastructure Type</u>	<u>Unit Rate</u>	<u>Minimum Fee</u>
Streets (includes curbs, signs, trees, trail, drive approaches, and sidewalk)	\$ 0.50 /ft (centerline)	\$ 250.00
Sanitary Sewer (includes daily observations and testing)	\$ 1.00 /ft	\$ 500.00
Storm Sewer (RCP >=12" dia., includes daily observations and testing)	\$ 0.50 /ft	\$ 250.00
Erosion Control	\$ 25.00 /acre	\$ 100.00

**6. Bonding**

The Noblesville Board of Public Works and Safety officially approves all plats for subdivisions and accepts all public infrastructure.

Performance bonds are a guarantee that a developer will make public improvements in accordance with approved plans for the issued improvement location permit. Performance bonds are to be 110% of a certified engineer’s cost estimate or the contractor’s actual contract to perform the work. Performance bonds for erosion control and public infrastructure in existing rights-of-ways or easements are required prior to the issuance of the improvement location permit if the secondary plat has not been recorded. A project must have TAC approval from all applicable agencies prior to having a pre-construction meeting. Improvement location permits are issued at a pre-construction meeting.

Maintenance bonds are a guarantee by the developer of the workmanship and materials for three (3) years after the accepted public improvements. Maintenance bonds are to be 15% of a certified engineer’s estimate or the contractor’s actual contract. Prior to the expiration of the maintenance bonds, City staff will re-inspect the improvements and issue a punch-list of items to repair, if applicable. Maintenance bonds are required for all public infrastructure that has passed all inspections, testing, completed all applicable submittals (e.g. – as-builts, GIS submittals, affidavits), and requesting acceptance.

Once the secondary plat is submitted for approval from the Noblesville Board of Public Works and Safety, all public infrastructure within the subdivision must be guaranteed by bonds. Performance bonds for incomplete infrastructure and maintenance bonds for completed and accepted infrastructure.

Permit bonds are required for permits where private development improvements are encroaching into the public rights-of-way and there are no active maintenance bonds on the public improvements.

Letters of credit and cash sureties paid to a City non-interest bearing escrow account can also be used a bond or sureties. Regardless of surety type, performance sureties are for 110% and maintenance sureties are for 15%.

See attached Board of Public Works and Safety action form to request acceptance performance bonds, maintenance bonds, and secondary plats. Release of bonds will also require this form to be completed and submitted.

**Sanitary Sewer Connection and Availability Fees**  
**Flow Rates and Example Calculations For Estimating Fee**

**Table of most commonly used Land Uses from IAC Title 327 Table 11-1**

Land Use	Flow Calculation Factor
Assembly Hall	3 GPD / Seat
Athletic Field	1 GPD / Participant / Spectator W / Concessions
Banquet Caterer	10 GPD / Person
Beauty Salon (cut w/ wash)	10 GPD / Customer
Beauty Salon (cut w/o wash)	5 GPD / Customer
Beauty Salon (per or color changes)	35 GPD / Customer
Children's Party/Game Facility	10 GPD / Customer + 20 GPD / Employee
Church (w/ full kitchen)	5 GPD / Sanctuary Seat
Church (w/ warming kitchen)	4 GPD / Sanctuary Seat
Church (w/o kitchen)	3 GPD / Sanctuary Seat
Condominiums (multi-family one bedroom units)	200 GPD / Unit
Condominiums (multi-family three bedroom units)	350 GPD / Unit
Condominiums (multi-family two bedroom units)	300 GPD / Unit
Condominiums (one and two bedroom units)	150 GPD / Bedroom
Conferences	10 GPD / Attendee
Correctional Facilities	120 GPD / Inmate
Day Care Center	20 GPD / (Child + Staff)
Dentist	200 GPD / Chair + 75 GPD / Employee
Doctor's Office	75 GPD / Doctor + 75 GPD / Nurse + 20 GPD / Support Staff
Factor (w/o showers)	20 GPD / Employee
Fire Station (manned)	75 GPD / Firefighter
Fitness Facility	10 GPD / Customer + 35 GPD / Employee
Food Service Operations (restaurant curb service / drive-in)	50 GPD / Car Space
Food Service Operations (restaurant not open 24 hours interstate highway)	50 GPD / Seat
Food Service Operations (restaurant not open 24 hours)	35 GPD / Seat
Golf Comfort Station	3 GPD / 50% Maximum Golfers
Golf Main Clubhouse	5 GPD / Golfer (W / Additions For Food Service)
Hospital - Medical Facility	200 GPD / Bed
Hotel or Motel	100 GPD / Bed
Kennels and Vet. Clinics	5 / Cage + 10 / Inside Run + 5 Out Run + 10 / Animal + 50 / Surgery Room + 75 / Vet. + 75 / Vet. Asst. + 20 / Support Staff
Mental Health Facility	100 GPD / Patient
Nursing Home	100 GPD / Bed
Office	20 GPD / Emp
Restaurant	35 GPD / Seat
Retail	20 GPD / Emp + .01 GPD / Sf
Retail Store (w/ food service)	0.1 GPD / Sqft + 20 GPD / Employee + 35 GPD / Seat
Retail Store (w/o food service)	0.1 GPD / Sqft + 20 GPD / Employee
School (elementary)	15 GPD / Pupil
School (secondary)	25 GPD / Pupil
Service Station (convenience store/service center)	1000 GPD (W / Additions For Food Preparation And Seating)
Theater (inside building)	5 GPD / Seat

**Notes:**

GPD = gallons per day  
 EDU = equivalent dwelling unit = 310 GPD  
 Sewer Fee = \$2,715 Per EDU

**Example Calculations for Estimating Fees**

**Example 1:**

Given: Doctor's office with 1 doctor, 2 nurses, and 1 support staff

Determine Flow in GPD: 1 Doctor \* 75 GPD/Doctor + 2 nurses \* 75 GPD/Nurse + 1 support staff \* 20 GPD/Support Staff = **245 GPD**

Convert GPD to EDU: 245 GPD \* (1 EDU/310GPD) = **0.7903 EDU**

Determine Fee: 0.7903 EDU \* \$2,715/EDU = **\$2,145.73**

**Example 2:**

Given: 4,400 square foot Retail Store with 6 employees

Determine Flow in GPD: 6 employees \* 20 GPD/employee + 4,400 SF \* 0.1 GPD/SF = **560 GPD**

Convert GPD to EDU: 560 GPD \* (1 EDU/310GPD) = **1.8065 EDU**

Determine Fee: 1.8065 EDU \* \$2,715/EDU = **\$4,904.52**

## Road Impact Fees

### Trip Generation Rates and Example Calculations For Estimating Fee

Road Impact Fee = \$250 per trip (Ordinance No. 10-2-16)

Table of most commonly used Land Uses from ITE Trip Generation Manual, 8th Edition

Land Use (ITE Code)	Trip Generation Calculation Factors
General Light Industrial (110)	6.97 Trips / 1000 Sq. Ft. Gross Floor Area
Manufacturing (140)	3.82 Trips / 1000 Sq. Ft. Gross Floor Area
Warehousing (150)	3.56 Trips / 1000 Sq. Ft. Gross Floor Area
Mini-Warehouse ("self-storage") (151)	0.25 Trips / Storage Unit
Single Family Detached Housing (210)	9.57 Trips / Dwelling Unit
Apartment (220)	6.65 Trips / Dwelling Unit(s)
Residential Condominium/Townhouse [ownership] (220)	5.81 Trips / Dwelling Unit
Assisted Living (254)	2.66 Trips / Bed
Hotel (310)	8.17 Trips / Room
Nursing Home (620)	2.37 Trips / Bed
General Office Building (710)	11.01 Trips / 1000 Sq. Ft. Gross Floor Area
Medical-Dental Office Building (720)	36.13 Trips / 1000 Sq. Ft. Gross Floor Area
Shopping Center (820)	28.34 Trips / 1000 Sq. Ft. Gross Leasable Area
Pharmacy/Drugstore with Drive-Through Window (881)	44.96 Trips / 1000 Sq. Ft. Gross Floor Area
Drive-in Bank (912)	78.52 Trips / 1000 Sq. Ft. Gross Floor Area
High-Turnover (Sit Down) Restaurant (932)	72.48 Trips / 1000 Sq. Ft. Gross Floor Area
Fast-Food Restaurant w/ Drive-Through Window (934)	248.06 Trips / 1000 Sq. Ft. Gross Floor Area
Gasoline/Service Station w/ Convenience Market (945)	66.74 Trips / Vehicle Fueling Positions

#### Notes:

Calculation factors noted above account for pass by traffic.

### Example Calculations for Estimating Fees

#### Example 1:

Given: Shopping center with 10,000 square feet

Determine Trip Generation:  $10,000 \text{ SF} * (28.34 \text{ Trips}/1,000 \text{ SF GLA}) = 283.4 \text{ Trips}$

Determine Fee:  $283.4 \text{ Trips} * \$250/\text{Trip} = \$70,850.00$

#### Example 2:

Given: 15,000 SF manufacturing facility

Determine Trip Generation:  $15,000 \text{ SF} * (3.82 \text{ Trips}/1,000 \text{ SF GFA}) = 57.3 \text{ Trips}$

Determine Fee:  $57.3 \text{ Trips} * \$250/\text{Trip [Area 3]} = \$14,325.00$

## NOBLESVILLE BOARD OF PUBLIC WORKS AND SAFETY - AGENDA ITEM APPLICATION

Submitted By: \_\_\_\_\_ Developer \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Engineer \_\_\_\_\_  
 \_\_\_\_\_ Surveyor \_\_\_\_\_

**Project/Development:** \_\_\_\_\_ (Platted Name)  
**Permit No.:** \_\_\_\_\_  
 Development Type: Residential Commercial Gov't School Other (define) No. of Lots: \_\_\_\_\_  
 Nearest Intersection: \_\_\_\_\_ Size: \_\_\_\_\_ (acres)

**Primary Plat #:** \_\_\_\_\_ **Secondary Plat #:** \_\_\_\_\_

<b>Developer:</b> _____ City, State: _____ Phone: _____ Contact: _____ Title: _____ Email: _____	<b>Engineer:</b> _____ City, State: _____ Phone: _____ Contact: _____ Title: _____ Email: _____
---	--

Description	Estimate Construction Cost (\$)	Construction Cost Basis	Requesting Action (Y/N)	Perf. Bond (110%) (Y/N)	Maint. Bond (15%) (Y/N)	Item Surety Amount (\$)	Replace Prior Bond (Y/N)	Bond Number
Sanitary Sewer		Eng Con						
Storm Sewer		Eng Con						
Curb		Eng Con						
Stone		Eng Con						
HMA Base		Eng Con						
HMA Intermediate		Eng Con						
HMA Surface		Eng Con						
Trail		Eng Con						
Sidewalk, Common		Eng Con						
Monumentation		Eng Con						
Regulatory Signs		Eng Con						
Directional Street Signs		Eng Con						
Street Lights		Eng Con						
Street Trees, Common		Eng Con						
Erosion Control		Eng Con						
BMP		Eng Con						
		Eng Con						
		Eng Con						
		Eng Con						

**NOTES:**

1. Project/Development name shall be the the actual secondary plat subdivision name.
2. Surety shall state the full platted subdivision name. Abbreviations are not acceptable.
3. Off-Site items shall be itemized and bonded separately. (off-site is considered any item outside the secondary plat limits)
4. Construction cost shall be provided for individual itemized construction items. However, sureties may combine above stated construction items in any combination, but limited to specific plat only per surety. (i.e. - Sureties for Subdivision X Section 1 cannot include items from Subdivision X Section 2, vice versa)
5. Monumentation bond item includes R/W corners and road control.
6. Sign bond item include all regulatory and street name signs.
7. If being constructed, sanitary force mains and laterals shall be itemized separately.
8. Surety shall use exact naming convention for construction items as stated above, with items separated by commas if multiple items are combined in a single surety. (e.g. - HMA Base, HMA Intermediate, ...)
9. Engineer's estimates shall be accompanied by an itemized estimate certified and stamped by the Engineer.
10. Contractor's estimate shall be accompanied by a signed and accepted proposal/contract verified by the contractor.
11. Additional bond items may be added by the applicant or at the request of the Engineering Department as necessary for securing a secondary plat.