

Fee Schedule

As Authorized by Board of Health Resolution **03-2018**

Effective Date: **May 16, 2018**



Section 1. Administrative and General Services

Credit Card Transactions	Actual cost of transaction fee (as posted at office locations and website)
Hourly Rate	\$102
Public Records	
<ul style="list-style-type: none"> ▪ Photocopies or printed copies of electronic public records ▪ Scanned public records into an electronic format ▪ Records uploaded to email, or cloud-based data storage service, or other means of electronic delivery ▪ Records transmitted in electronic format ▪ Container or envelope used to mail copies ▪ Postage or delivery charges ▪ Fees waived when cost to provide record is below expense of billing 	15 cents/page 10 cents/page 5 cents/each 4 electronic files or attachments 10 cents/gigabyte Actual Cost Actual Cost Fee waived if cost to provide record is less than \$5
Copy Fee	15 cents/page
Non-Sufficient Funds (Checks)	Actual cost of bank processing fees
Refund of Fees	If no service has been given, refund of full fee
Expedited Mail or Delivery	Actual cost

Section 2. Vital Records

Certified Copies (Birth and Death)	State fee (\$20)
Re-Issuance of Death Certificate(s) Due to Error(s) <ul style="list-style-type: none"> ▪ 1st occurrence ▪ Subsequent occurrence(s) on same record 	\$10/certificate \$20/certificate
Records search (birth and death) when no copy is made	State fee (\$8)

Section 3. Community Health Services

Immunization Administrative Fees	
<ul style="list-style-type: none"> ▪ Administrative fee for 1st immunization ▪ Administrative fee for subsequent immunization(s) -same day ▪ Traveler's health visit (adult) ▪ Traveler's health visit (child under 18) 	\$20 \$10 \$50 \$30

Vaccine and Tuberculosis Skin Test	
<ul style="list-style-type: none"> ▪ Adult State funded vaccine(s) ▪ District purchased immunizations ▪ Travel vaccines ▪ Tuberculosis (PPD) skin test ▪ VFC (Vaccine for Children) State funded vaccine(s)* <p>*No one will be denied VFC State-supplied vaccine because of inability to pay administrative fee. Federal Poverty Sliding Fee Scale applies to all VFC administrative fees.</p>	<p>Administrative fee(s) only Cost of vaccine(s) + administrative fee(s) Cost of vaccine(s) + administrative fee(s) + traveler's health visit Cost of skin test + administrative fee</p> <p>Administrative fee(s) only</p>
Vasectomies	
<ul style="list-style-type: none"> ▪ Clients with insurance coverage for procedure ▪ Clients without insurance coverage for procedure <p>* For any balance after insurance, the Federal Poverty Sliding Fee Scale will be applied</p>	<p>\$400* Federal Poverty Sliding Fee Scale</p>

Section 3. Environmental Public Health Services

Food Protection	
<ul style="list-style-type: none"> ▪ New or remodel of food establishment/mobile unit <ul style="list-style-type: none"> ▪ Plan review ▪ Pre-opening inspection 	<p>Hourly rate (1-hour minimum) \$90</p>
<ul style="list-style-type: none"> ▪ New owner of existing establishment with no remodel 	<p>\$35</p>
<ul style="list-style-type: none"> ▪ Food establishment annual operating permit fee <ul style="list-style-type: none"> ▪ Simple ▪ Moderate ▪ Complex ▪ Mobile unit <ul style="list-style-type: none"> ▪ Commissary ▪ Prorating of new food establishment operating permits <ul style="list-style-type: none"> ▪ Operating 4 or fewer months ▪ Operating more than 4 and up to 7 months ▪ Operating more than 7 and up to 10 months ▪ Operating more than 10 months 	<p>\$120 \$180 \$245 \$95 \$95</p> <p>25% of permit fee 50% of permit fee 75% of permit fee 100% of permit fee</p>

<ul style="list-style-type: none"> • Temporary food establishments <ul style="list-style-type: none"> • Category 1* • Category 1 re-occurring • Category 2* • Category 2 re-occurring • Category 3* • Category 3 re-occurring • Late fee for applications received less than 5 days before event • Non-profit/service organization <p>*If conditions are similar (menu, preparation, etc.) applicants may submit a single application for multiple events. Each event will require a separate permit fee and will be issued separate permits.</p>	<ul style="list-style-type: none"> \$30 \$50 \$30 \$50 \$70 \$95 \$30 plus permit fee <p>50% fee reduction (not including late fee)</p>
<ul style="list-style-type: none"> • Compliance fees <ul style="list-style-type: none"> • First follow-up inspection • Second follow-up inspection • Re-inspection • Administrative conference • Operating without a permit <ul style="list-style-type: none"> • Food establishment • Temporary food establishment 	<ul style="list-style-type: none"> \$70 \$105 \$170 \$170 <p>Equal to permit fee (plus plan review and permit fees)</p> <p>\$115 (plus permit fee)</p>
<ul style="list-style-type: none"> • Food and beverage worker permit <ul style="list-style-type: none"> • Replacement 	<p>State fee (\$10)</p> <p>\$5</p>
<ul style="list-style-type: none"> • Food regulation variance review (except for requests with pre-approved mitigation criteria) 	<p>\$135</p>
School Health and Safety	
<ul style="list-style-type: none"> • Plan review • Inspections/Reports 	<p>Hourly rate</p> <p>Hourly rate (not including travel time)</p>
Water Recreation	
<ul style="list-style-type: none"> • Pre-opening inspection of new facility 	<p>\$70</p>
<ul style="list-style-type: none"> • Annual operating permit • Each additional facility at same premises • Facility operated by Certified Pool Operator (CPO) or equivalent (i.e. Aquatic Facility Operator) 	<p>\$210</p> <p>\$60</p> <p>25% reduction in permit fee</p>
<ul style="list-style-type: none"> • Compliance fees <ul style="list-style-type: none"> • First follow-up inspection/re-inspection • Second follow-up inspection/re-inspection • Re-inspection following closure 	<p>\$60</p> <p>\$90</p> <p>\$150</p>
Contaminated Properties	
<ul style="list-style-type: none"> • Work plan review • Site inspections 	<p>Hourly rate + additional expenses</p> <p>Hourly rate + additional expenses (includes travel time)</p>

Drinking Water	
<ul style="list-style-type: none"> ▪ Public drinking water well site evaluation 	\$150
<ul style="list-style-type: none"> ▪ Group B drinking water program <ul style="list-style-type: none"> ▪ Simple system (no treatment) design review ▪ Complex system (with treatment) design review ▪ Additional design correction/major revision ▪ Minor design modification ▪ Final inspection/approval (not required for PE designed and inspected systems) ▪ Waiver request 	<ul style="list-style-type: none"> \$250 \$560 \$120 \$25 \$175 \$135
Operational Surveys	
<ul style="list-style-type: none"> ▪ Water system survey ▪ On-site sewage system survey ▪ Both water and on-site sewage system survey at same time ▪ Follow up survey 	<ul style="list-style-type: none"> \$150 + water test fee \$150 \$250 + water test fee \$75 + water test fee
Wastewater	
<ul style="list-style-type: none"> ▪ On-site sewage system permits <ul style="list-style-type: none"> ▪ Single family residence or < 1,000 gpd flow ▪ 1,000 to 2,000 gpd flow ▪ 2,001 to 3,000 gpd flow ▪ 3,001 to 3,500 gpd flow ▪ Permit renewal ▪ Repair permit (requires verification of failing system) 	<ul style="list-style-type: none"> \$560 \$690 \$825 \$955 \$55 50% of permit fee
<ul style="list-style-type: none"> ▪ Additional permit related fees <ul style="list-style-type: none"> ▪ Additional site inspection ▪ Design correction ▪ Major revision of approved design ▪ Re-inspection of installation 	<ul style="list-style-type: none"> \$185 \$55 \$160 \$80
<ul style="list-style-type: none"> ▪ Violation fee 	Equal to permit fee
<ul style="list-style-type: none"> ▪ Soil evaluation review – 3 test holes or 1 hour on-site (not part of permit or plat application process) 	\$185 for 1 hour on-site, hourly rate thereafter
<ul style="list-style-type: none"> ▪ Waiver request (excludes Class A waivers or pre-approved Class B waivers) 	\$135
<ul style="list-style-type: none"> ▪ Sewage installer certification <ul style="list-style-type: none"> ▪ Test fee (included in new certification fee if passing score is achieved) ▪ New certification ▪ Certification renewal with annual meeting attendance ▪ Certification renewal without annual meeting attendance 	<ul style="list-style-type: none"> \$50 (due at time of test) \$145 \$60 \$120
<ul style="list-style-type: none"> ▪ Wastewater pumper certification <ul style="list-style-type: none"> ▪ New certification ▪ Certification renewal with annual meeting attendance ▪ Certification renewal without annual meeting attendance ▪ New truck inspection 	<ul style="list-style-type: none"> \$175 \$70 plus \$30 for each additional truck Double fee \$85

Land Use	
▪ Short plat application	\$545
▪ Long plat application	\$8/lot with \$960 minimum fee
▪ Binding site plan <ul style="list-style-type: none"> ▪ < 1,800 gpd ▪ ≥ 1,800 gpd 	\$500 \$8/unit volume of wastewater (450 gpd) with \$960 minimum fee
▪ Additional land development field review	\$185 for 1 hour on-site, hourly rate thereafter
▪ Land development review – office review only	\$150
Solid Waste	
▪ Solid waste permits <ul style="list-style-type: none"> ▪ New ▪ Renewal ▪ Permit variance request 	\$700 + additional expenses \$250 + additional expenses \$375 + additional expenses
▪ Inspections <ul style="list-style-type: none"> ▪ Active landfill <ul style="list-style-type: none"> ▪ Re-inspection ▪ Closed landfill <ul style="list-style-type: none"> ▪ Re-inspection ▪ Transfer station <ul style="list-style-type: none"> ▪ Re-inspection ▪ Other (per hour) 	\$150 + additional expenses \$50 + additional expenses \$100 + additional expenses \$50 + additional expenses \$50 + additional expenses \$25 + additional expenses Hourly rate
Other Environmental Public Health Fees	
▪ SEPA review with acting as lead agency	\$100 + public notification expenses
▪ Certificate of compliance title notice	\$385

Section 5. Delinquent Accounts

Accounts that are delinquent for more than 90 days may be sent to a collection agency.

Section 6. Outstanding Debts

No new permit will be issued to persons or businesses having an outstanding debt.

Section 7. Posting

The District shall post, in a conspicuous location in each office and website, a complete schedule of all fees and charges. A public hearing announcing proposed new fees or increased fees will be published as required by law and such public hearing be conducted at a District Board of Health meeting.