

Fee Schedule

As Authorized by Board of Health Resolution: **06-2022**
 Effective Date: **January 1, 2023**



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 given, refund of fee minus \$30 processing fee, unless otherwise noted. Processing fee not applicable when NETCHD in error.
Expedited Mail or Delivery	Actual cost

Section 2. Vital Records

Certified Copy/Noncertified Informational Copy (Birth and Death)	
<ul style="list-style-type: none"> ▪ Mail orders ▪ Same day service ▪ Online (VitalChek) ▪ Additional copies ▪ Reissuance of Death Certificate(s) Due to Error(s) <ul style="list-style-type: none"> ▪ 1st occurrence ▪ Subsequent occurrence(s) on same record 	\$25 \$35 \$43 \$25 \$12/certificate \$25/certificate
State Rule: No refunds will be given if a record could not be located or the documentation provided did not prove eligibility to receive the requested document.	

Section 3. Community Health Services

Immunization Administrative Fees	
<ul style="list-style-type: none"> ▪ Administrative fee for 1st immunization ▪ Administrative fee for each subsequent immunization(s) – same day 	<p>\$23</p> <p>\$23</p>

Vaccine and Tuberculosis Skin Test	
<ul style="list-style-type: none"> ▪ Adult state funded vaccine(s) ▪ District purchased immunizations (not state funded adult/for employers) ▪ Travel vaccines ▪ 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</p> <p>Cost of vaccine(s) + administrative fee(s)</p> <p>Cost of vaccine(s) + administrative fee(s)</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*</p> <p>Federal Poverty Sliding Fee Scale</p>

Section 4. 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 ▪ New owner of existing establishment with no remodel 	<p>Hourly rate (1-hour minimum)</p> <p>\$90</p> <p>Prorated permit fee</p>

<ul style="list-style-type: none"> • Food establishment annual operating permit fee (based on risk categories) <ul style="list-style-type: none"> • Simple \$120 • Moderate \$180 • Complex \$245 • Mobile unit \$95 <ul style="list-style-type: none"> • Commissary \$95 • Prorating of new food establishment operating permits <ul style="list-style-type: none"> • Operating 4 or fewer months 25% of permit fee • Operating more than 4 and up to 7 months 50% of permit fee • Operating more than 7 and up to 10 months 75% of permit fee • Operating more than 10 months 100% of permit fee 	
<ul style="list-style-type: none"> • Temporary food establishments <ul style="list-style-type: none"> • Category 1* (Lower Risk) \$30 • Category 1 re-occurring \$50 • Category 2* (Higher Risk) \$70 • Category 2 re-occurring \$95 • Late fee for applications received less than 5 days before event \$30 plus permit fee • Non-profit/service organization 50% fee reduction (not including late fee) <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"> • Compliance fees <ul style="list-style-type: none"> • First follow-up inspection \$70 • Second follow-up inspection \$105 • Re-inspection \$170 • Administrative conference \$170 • Operating without a permit <ul style="list-style-type: none"> • Food establishment Equal to permit fee (plus plan review and permit fees) • Temporary food establishment \$115 (plus permit fee and late fee) 	
<ul style="list-style-type: none"> • Food and beverage worker permit <ul style="list-style-type: none"> • Replacement State fee (\$10) \$5 	
<ul style="list-style-type: none"> • Food regulation variance review (except for requests with pre-approved mitigation criteria) \$135 	
<ul style="list-style-type: none"> • Review of HACCP plan Hourly rate (1-hour minimum) 	
<ul style="list-style-type: none"> • Site visit per operator request Hourly rate (1-hour minimum) 	
School/Institution Health and Safety	
<ul style="list-style-type: none"> • Plan review/Pre-opening inspections Hourly rate 	

<ul style="list-style-type: none"> Inspections/Reports (not including school inspections covered by FPHS funding) 	Hourly rate
Water Recreation	
<ul style="list-style-type: none"> Pre-opening inspection of new facility 	\$70
<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) 	\$210 \$60 25% reduction in permit fee
<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 	\$60 \$90 \$150
Contaminated Properties	
<ul style="list-style-type: none"> Work plan review Site inspections 	Hourly rate + additional expenses Hourly rate + additional expenses (includes travel time)
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 Expansion (to previously approved system) 	\$250 \$560 \$120 \$25 \$175 \$135 \$125
Operational Surveys	
<ul style="list-style-type: none"> Water system survey Water sample only On-site sewage system survey Both water and on-site sewage system survey at same time Follow up survey 	\$150 + water test fee \$75 + 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) 	\$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 	\$185 \$55

<ul style="list-style-type: none"> ▪ Major revision of approved design ▪ Re-inspection of installation ▪ Wet season evaluation, includes 3 site visits/report 	<p>\$160 \$80 \$205</p>
<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 	<p>\$50 (due at time of test) \$145 \$70 Double fee</p>
<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 	<p>\$175 \$70 plus \$30 for each additional truck Double fee \$85</p>
Land Use	
<ul style="list-style-type: none"> ▪ Short plat application 	\$545
<ul style="list-style-type: none"> ▪ Long plat application 	\$8/lot with \$960 minimum fee
<ul style="list-style-type: none"> ▪ Binding site plan <ul style="list-style-type: none"> ▪ < 1,800 gpd ▪ ≥ 1,800 gpd 	<p>\$500 \$8/unit volume of wastewater (450 gpd) with \$960 minimum fee</p>
<ul style="list-style-type: none"> ▪ Additional land development field review 	\$185 for 1 hour on-site, hourly rate thereafter
<ul style="list-style-type: none"> ▪ Land development review – office review only 	\$150
Solid Waste	
<ul style="list-style-type: none"> ▪ Solid waste permits <ul style="list-style-type: none"> ▪ New ▪ Renewal ▪ Permit variance request 	<p>\$700 + additional expenses \$250 + additional expenses \$375 + additional expenses</p>
<ul style="list-style-type: none"> ▪ 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) 	<p>\$150 + additional expenses \$50 + additional expenses \$100 + additional expenses \$50 + additional expenses \$50 + additional expenses \$25 + additional expenses Hourly rate</p>
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.