

# Fee Schedule

As Authorized by Board of Health Resolution: **03-2020**  
 Effective Date: **March 18, 2020**



## Section 1. Administrative and General Services

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

## Section 2. Vital Records

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

## Section 3. Community Health Services

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

<b>Vaccine and Tuberculosis Skin Test</b>	
<ul style="list-style-type: none"> <li>▪ Adult State funded vaccine(s)</li> <li>▪ District purchased immunizations</li> <li>▪ Travel vaccines</li> <li>▪ Tuberculosis (PPD) skin test</li> <li>▪ VFC (Vaccine for Children) State funded vaccine(s)*</li> </ul> <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    Administrative fee(s) only</p>
<b>Vasectomies</b>	
<ul style="list-style-type: none"> <li>▪ Clients with insurance coverage for procedure</li> <li>▪ Clients without insurance coverage for procedure</li> </ul> <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

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

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

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

<b>Land Use</b>	
▪ Short plat application	\$545
▪ Long plat application	\$8/lot with \$960 minimum fee
▪ Binding site plan <ul style="list-style-type: none"> <li>▪ &lt; 1,800 gpd</li> <li>▪ ≥ 1,800 gpd</li> </ul>	\$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
<b>Solid Waste</b>	
▪ Solid waste permits <ul style="list-style-type: none"> <li>▪ New</li> <li>▪ Renewal</li> <li>▪ Permit variance request</li> </ul>	\$700 + additional expenses \$250 + additional expenses \$375 + additional expenses
▪ Inspections <ul style="list-style-type: none"> <li>▪ Active landfill <ul style="list-style-type: none"> <li>▪ Re-inspection</li> </ul> </li> <li>▪ Closed landfill <ul style="list-style-type: none"> <li>▪ Re-inspection</li> </ul> </li> <li>▪ Transfer station <ul style="list-style-type: none"> <li>▪ Re-inspection</li> </ul> </li> <li>▪ Other (per hour)</li> </ul>	\$150 + additional expenses \$50 + additional expenses \$100 + additional expenses \$50 + additional expenses \$50 + additional expenses \$25 + additional expenses Hourly rate
<b>Other Environmental Public Health Fees</b>	
▪ 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.