

Kitsap Public Health Board Resolution 2017-01
Kitsap Public Health District
Environmental Health Division
FEE SCHEDULE (Effective March 8, 2017)

Item No.	<u>GENERAL</u> ^{1,2,3}	<u>Fee</u>
1	Administrative Meetings or Appeal Hearings:	
	Administrative Review Meeting with Environmental Health Director	\$109
	Appeal Hearing with Health Officer	\$327
	Appeal Hearing with Board of Health (Hearing with Health Officer is a required prerequisite)	\$436
2	Standard Hourly Rate	\$109
3	Delinquent Service/Payment > 30 days Overdue	1%/day up to 30 days
	Non-Sufficient Funds (NSF) Fee	\$25
	Refund Handling Fee ⁴	\$25
4	Photocopies (Plus postage and handling when applicable)	\$0.15/copy
5	Work without Permit Investigation Fee: The cost of the original applicable permit fee the applicant failed to obtain in addition to the cost of the current applicable permit fee.	Project Specific

Item No.	<u>WATER</u> ^{2,3}	<u>Fee</u>
	(*Note: Please refer to Onsite Sewage Program section for Building Site Applications and Building Clearance service charges.)	
6	Water Status Reports - Public Water Supply:	
	Group A	\$109
	Group B (when there is a record of a completed sanitary survey within the last 5 years)	\$0
	Group B (when there is no record of a completed sanitary survey within the last 5 years)	\$327
	Group B public water system annual operating permit (RESERVED)	TBD
7	Water Status Reports - Private Individual and Private Two-Party (without associated Onsite Sewage Property Conveyance Inspection)	\$218
	Amended Water Status Report (following correction of items of non-compliance - includes a site inspection)	\$109
8	Building Clearances for Sewered Properties (Drinking Water Review Only)	\$66
9	Water System Plan Reviews:	
	New or Existing Unapproved Group B ⁶	\$760
	Expanding Group B or Group A ⁷	\$109
10	Sanitary Surveys:	
	Group A	\$545
	Group B	\$327
11	Surface Seal Inspection	\$109
12	Well Decommissioning	\$164
13	Waiver Applications	\$109
14	Irrigation Well Waiver Applications	\$218
15	Well Site Inspections (Not Associated with BSA):	
	Replacement, Group A or B Public Well Site, Irrigation or other Non-Potable Well	\$410
	Amended Well Site Inspection	\$109
16	Coordinated Water System Plan Review	\$109
17	Miscellaneous:	
	Copy of local regulations (Plus postage and handling when applicable)	\$12
	Re-inspection for Compliance	\$109

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18	Water System Designer Certifications:	
	Annual Renewal ⁸	\$181
	Delinquent Certification Renewal Fee	\$241
19	Environmental Services and Equipment Rental:	
	Environmental Monitoring/Reporting (Labor Only).	\$109
	Monitoring Equipment Rental (Health District Use Only).	\$109
	Boat Rental (Health District Use Only) Per Day	\$121
	Plus Staff Operator Time at Current Hourly Labor Rate	\$109

Item No.		Fee
	<u>ONSITE SEWAGE</u> ^{2,3}	
	New/Alteration/Expansion Building Site Applications (BSA) ⁹ (Total includes mandatory Drinking Water service charges as shown):	
20	Single Family Residential Onsite Sewage System w/ Private Water Supply (Existing or proposed water source):	
	Onsite Service Charge	\$417
	Drinking Water Service Charge	\$387
	Total	\$804
21	Single Family Residential Onsite Sewage System on Public Water Supply:	
	Onsite Service Charge	\$417
	Drinking Water Service Charge	\$193
	Total	\$610
22	Multi-Family/Community, Residential or Commercial Onsite Sewage System on Private Water Supply:	
	Onsite Service Charge	\$417
	Drinking Water Service Charge	\$387
	Total	\$804
23	Multi-Family/Community Residential or Commercial Onsite Sewage System on Public Water Supply:	
	Onsite Service Charge	\$417
	Drinking Water Service Charge	\$193
	Total	\$610
24	Redesign BSA:	
	Onsite Service Charge	\$138
	Drinking Water Service Charge	\$109
	Total	\$247
25	Repair or Replacement BSA (No Alteration or Expansion) - Includes OSS Waiver(s)	
	Onsite Service Charge	\$315
	Drinking Water Service Charge	\$109
	Total	\$424
26	Pre-Application Meeting for BSA	\$109
27	BSA Revisions (Minor Site Plan changes)	\$60
28	BSA Wet Weather Review ¹⁰	\$218
29	Building Clearance (BC) - Residential	
	Onsite Service Charge	\$174
	Drinking Water Service Charge	\$67
	Total	\$241

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30	Building Clearance - Commercial (low risk)	
	Onsite Service Charge	\$217
	Drinking Water Service Charge	\$67
	Total	\$284
31	Building Clearance - Commercial (medium to high risk)	
	Onsite Service Charge	\$217
	Drinking Water Service Charge	\$67
	Waste Management Plan Review	\$109
	Total	\$393
32	Building Clearance Exemption ¹¹	\$79
33	Commercial Building Clearance Exemption ¹¹	\$109
34	Accepted BSA/BC Records Replacement for Building Permit	\$10
35	BSA - Compliance: (For Reserve area/Records establishment for Onsite Sewage System (OSS) when submitted independently; Does not include Drinking Water review)	\$218
36	Sewage System Installation Permits: ¹²	
	New, Replacement, or Repair Installation	\$387
	Septic Tank/Pump Tank Replacement or Re-Connection, New Curtain Drain Installation	\$170
	OSS Component Replacement (Does not include Drainfield/Disposal Component; Must be accompanied by Failure Inspection Report)	\$170
37	Re-Inspection for Sewage Disposal Permit Violation	\$157
38	OSS Installation Wet Weather Review	\$109
39	Yearly M&M Contract: ¹³	
	Residential/Community	\$50
	Commercial/Industrial	\$50
	Administrative Conference Fee	\$200
	Incomplete/Erroneous Report Resubmittal Fee	\$50
40	Septic/Pump Tank Inspection/Pump-out Report Submittal & Filing Fee (RESERVED)	TBD
41	OSS Waiver Requests (New, Redesign, Alteration BSA, Building Clearance, Building Compliance, Building Permit, and Sewage Disposal Permits)	\$109
42	Installer, Pumper and Maintenance Specialist (including Residential Homeowner) Certifications:	
	Initial Certification	\$363
43	Annual Renewals of Valid Certifications: ⁸	
	Installer, Maintenance Specialist & Pumper (1st Truck)	\$181
	Annual Pumper Renewal for Each Additional Truck	\$60
	Homeowner Monitoring & Maintenance	\$90
	Delinquent Certification Renewal Fee	\$241
44	State Licensed Designer/Engineer	
	Local Referral List Publishing & Maintenance (Optional)	\$51
45	Property Conveyance Inspection and Evaluation Report for Onsite Sewage System (Non-refundable; See Water Status Report item in Drinking Water section for water only review) ¹⁴	\$202
46	Property Conveyance Inspection and Evaluation Report for Onsite Sewage System for property connected to a Group A public water system (Non-refundable; See Water Status Report item in Drinking Water section for water only review) ¹⁴ (RESERVED)	TBD
47	Property Conveyance Inspection and Evaluation Report for Onsite Sewage System for property connected to a Group B public water system or private water supply (Non-refundable; See Water Status Report item in Drinking Water section for water only review) ¹⁴ (RESERVED)	TBD
48	Coliform Bacteria Sample	\$20
49	Nitrate Sample	\$28

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50	Amended OSS and/or Drinking Water Supply Evaluation Report (Following correction of items of non-compliance when no site visit is needed)	\$75
51	Amended OSS and/or Drinking Water Supply Evaluation Report (Following correction of items of non-compliance - <u>includes a site inspection</u>)	\$109
Land Use Applications (Total Includes Mandatory Drinking Water Service Charges as Shown): ¹⁵		
52	Subdivision with Public Sewer:	
	Onsite Service Charge	\$79
	Drinking Water Service Charge	\$79
	Total	\$158
53	Subdivision with Onsite Sewage Systems (OSS):	
	Onsite Service Charge	\$330
	Drinking Water Service Charge	\$145
	Total	\$475
54	Amended Subdivision with OSS:	
	Onsite Service Charge	\$109
	Drinking Water Service Charge	\$109
	Total	\$218
55	Large Lot Subdivision (These include Preliminary/Final/ Amendment/ Alteration reviews)	\$109
56	Conditional Use/Other Land Use Applications	\$109
57	Miscellaneous:	
	Copy of Local OSS Regulations (Plus Postage and Handling if Applicable)	\$12
	Technical Assistance ⁷	\$109
	Repeat Inspections for Code Violations ⁷ (When not Otherwise Specified).	\$109

Item No.	<i>FOOD</i> ^{2,3,16,17}	<u>Fee</u>
58	Change of ownership application (New permit holder without menu or equipment change, must be submitted within 30 days of ownership change or a full plan review fee will be required)	\$109
59	Bakeries	\$389
60	Bed & Breakfasts/Hotel/Motel (Breakfast Only)	\$258
61	Caterers:	
	With Commissary	\$283
	With Restaurant	\$258
62	Demonstrators	\$283
63	Food Handler Permits:	
	(Set by State BOH)	\$10
	Duplicate for Lost Card	\$10
	Food Worker Class Fee - Regular business day by appointment Only (0 - 20 people; includes card fee for up to 20 people. \$10/person additional for each person over the first 20)	\$200
	Food Worker Class Fee - Evenings or weekends by appointment Only (0 - 35 people; includes card fee for up to 35 people. \$10/person additional for each person over the first 35)	\$350
64	Groceries:	
	Without Produce Sales	\$205
	With Produce Sales	\$448

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65	High Priority Inspections	\$162
66	Limited Menus:	
	Low Risk Establishments	\$258
	High Risk Establishments	\$283
67	Meat/Fish Markets	\$306
68	Mobile Units	
	Low Risk Establishments	\$258
	High Risk Establishments	\$283
69	Plan Review and Pre-Op Inspections: ¹⁸	
	Bed & Breakfasts/Hotel/Motel with Plan Review <u>Only</u>	\$162
	Bed & Breakfasts/Hotel/Motel with Plan Review and Pre-Operational Inspection	\$217
	Change in Menu and/or Equipment Review	\$162
	Low Risk Establishments	\$217
	High Risk Establishments	\$271
	Variance Request Review	\$162
	Special Process Plan Review	\$271
70	Reinspections - Each Re-Inspection after First Re-Inspection ¹⁹	\$162
71	Restaurants (No Lounge):	
	0 -25 Seats	\$525
	26 -75 Seats	\$564
	76 -100 Seats	\$645
	> 100 Seats	\$721
	Seasonal (9 months or less)	Prorated per Seating
	Special Process Permit	\$162
72	Restaurants (With Lounge):	
	0 -25 Seats	\$645
	26 -75 Seats	\$683
	76 -100 Seat	\$762
	> 100 Seats	\$919
	Special Process Permit	\$162
73	Taverns (With Food):	
	0 -25 Seats	\$525
	26 -75 Seats	\$564
	76 -100 Seats	\$645
	> 100 Seats	\$721
74	Taverns (No Food)	\$223
75	Schools:	
	Central Kitchen	\$335
	Preschools/Headstart/ECAP	\$162
	Warming Kitchen	\$238
	Temporary Permits: ²⁰	
76	Bake Sale/Exempt Food Application Review	No Charge
77	Limited Menu - Single Event	\$54
78	Limited Menu - Seasonal Multiple Events	\$93

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79	Non-Complex Menu:	
	During Work Hours Single Event	\$83
	Non-Work Hours (Weekends, Holidays, etc.) Single Event	\$95
	Seasonal Multiple Events	\$126
80	Complex Menu:	
	During Work Hours Single Event	\$109
	Non-Work Hours (Weekends, Holidays, etc.) Single Event	\$113
	Seasonal Multiple Events	\$173
81	Single Menu, Single Event, Multiple Vendors	\$351

Item No.	<u>LIVING ENVIRONMENT</u> ^{2,3,16}	Fee
	Public or Semi Public Swimming Pools and Hot Tubs: ²¹	
82	One Pool - Year Round Operation	\$568
	Each Additional Year Round Pool	\$169
83	One Pool - Seasonal Operation	\$451
	Each Additional Seasonal Operation Pool	\$138
84	Residential Neighborhood Private Pools	\$147
85	Pre-op Inspections Pools, Schools, Camps ^{7,18}	\$147
86	Reinspections: Each Re-Inspection after First Re-Inspection ¹⁹	\$147
87	School Plan Reviews ¹⁸	\$109
88	Camp Inspections ²²	\$148

Item No.	<u>SOLID AND HAZARDOUS WASTE</u> ^{2,3}	Fee
	Permit Application/Permit Modification Service Charges: ^{7,23}	
89	Compost Facilities	\$109
90	Land Application Facilities	\$109
91	Energy Recovery/Incineration	\$109
92	Intermediate SW Handling Facilities: Transfer Stations, Compaction/Baling Sites and Drop Boxes	\$109
93	Storage/Treatment Piles	\$109
94	Surface Impoundments/Tanks	\$109
95	Waste Tire Storage Facility	\$109
96	Mixed Municipal Waste Landfill	\$109
97	Limited Purpose Landfill	\$109
98	Inert Waste Landfills	\$109
99	Other Methods of Solid Waste Handling	\$109
	Annual Permit Renewal Service Charges: ²⁴	
100	Recycling Facilities Conditionally - Exempt Facility Fee ²⁵	\$109
101	Compost Facilities:	
	Conditionally Exempt Facility Fee ²⁵	\$109
	Commercial Compost Facilities	\$2,160
102	Land Application Facilities:	
	Sites Without Monitoring	\$639
	Sites With Monitoring	\$1,280
103	Energy Recovery/Incineration	\$1,280

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104	MMSW Haulers	\$127
	Plus Per Truck	\$13
105	Site Restoration Haulers	\$109
106	Biomedical Waste Hauler	\$193
	Plus Per Truck	\$13
107	CRT Haulers	\$127
108	Intermediate SW Handling Facilities: Transfer Stations, Compaction/Baling Sites and Drop Boxes	
	Conditionally Exempt MRF Facility Fee ²⁵	\$109
	Transfer Stations	\$2,160
	Compaction/Baling Sites	\$1,280
	Drop Boxes	\$1,147
	Decant Facilities	\$664
109	Storage/Treatment Piles:	
	Conditionally Exempt Facility Fees - Wood and Inert Waste Piles ²⁵	\$109
	Piles	\$1,280
110	Surface Impoundments/Tanks:	
	Tanks	\$639
	Surface Impoundments With Leak Detection	\$1,280
	Surface Impoundment With GW Monitoring	\$1,931
111	Waste Tire Storage Facility	\$639
112	Moderate Risk Waste Handling Facility:	
	Conditionally Exempt Facility Fees ²⁵ (Mobile Systems, Collection Events, and Limited MRW Facilities)	\$109
	Moderate Risk Waste Facility	\$1,944
113	Mixed Municipal Waste Landfill: ⁷	\$109
114	Limited Purpose Landfill	\$1,931
115	Inert Waste Landfills > 250 CYDS Landfill	\$2,160
116	Landfill Closure Permit ⁷	\$109
117	Landfill Post Closure Permit ^{7,26}	\$109
118	Secure Medicine Return Plan Annual Operating Fee ²⁷	\$5,450
119	Secure Medicine Return Plan Review Fee ²⁸	\$13,080
120	Secure Medicine Return Revised Plan Review Fee ²⁹	\$327
121	Secure Medicine Return Plan Enforcement Fee ⁷	\$109
122	Secure Medicine Return Plan Alternative Disposal Review Fee ²⁹	\$327
123	Other Methods of Solid Waste Handling ⁷	\$109
	Plan Reviews ³⁰	\$109
	Site Development Activity Permit (SDAP-Fill & Grading)	\$109
	Bio-Solids State Permit, Plan, and Report Reviews ³¹	\$109
	Environmental Monitoring Activities (Labor Only)	\$109
	Illegal Drug Manufacturing Operation Inspection, Notification, Assessment, Plan and Record Review	\$109
124	Copy of Local Regulations (Plus Postage and Handling if Applicable)	\$12

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FOOTNOTES

1	Fees and applications are not transferable.
2	The Health Officer may waive all, or part, of any service charge on a case-by-case when just cause is demonstrated. When written application for waiver to a service charge is made and granted, the new service charge shall be based at the standard hourly rate.
3	Activities not specifically identified in this Service Charge Schedule will be billed at the hourly rate.
4	Refunds are at the discretion of the Health Officer; the handling fee will be subtracted from any Health Officer-approved refund.
5	Reserved
6	The hourly rate will apply after the first seven (7) hours.
7	The hourly rate will apply after the first hour.
8	If the certification is not paid prior to the due date, the applicant must pay, in addition to the certification service charge, a Delinquent Certification Renewal Fee. After a 90 day delinquent period, a retest for certification will be required. On July 1 of each year all certifications, unless renewed, shall become void and of no effect.
9	New Building Site Applications (BSA) are valid for a period of three (3) years and 30 days from the date of submittal.
10	Wet Weather Review for BSA includes three (3) site visits.
11	Building Clearance Exemption service charge covers staff time to conduct records search, plan review, and record processing; subject to the Health District's policy covering Building Clearance Exemption Referrals.
12	The Sewage Disposal Permit expires within a period of one (1) year from the date of issuance unless a current valid Building Permit has been obtained for the property site.
13	For each system dispersal component. Review service charges are minimum charges. Time records will be maintained on all monitoring report reviews. Any costs over the deposit paid will be billed at the hourly rate.
14	Duplexes will require full fees for each address unless the duplex shares an individual drainfield. Duplexes with shared drainfields will receive one report for both addresses. If separate Property Conveyance Reports are requested for each address when a drainfield is shared, separate applications must be submitted and full service charges paid for each report.
15	Plat Review service charges are minimum charges. Time records will be maintained on all plats with onsite sewage reviews. Any costs over the deposit paid will be billed at the hourly rate. Plats will not be signed as approved until the Health District receives payment in full.
16	If a permit service charge is not paid prior to the due date, the applicant must pay, in addition to the permit service charge, a late penalty equal to 1% of the regular service charge for each day payment is late. The late penalty of 1% will be assessed only for thirty (30) days. If payment is not made within thirty (30) days of the due date, the establishment will be subject to closure in accordance with food service rules and regulations. The Health Officer may waive penalties, in whole or in part, where it is determined that the delay in payment has been caused by mistake or excusable neglect on the part of the person billed.
17	Inspections of establishments will be made in accordance with provisions of Kitsap Public Health Board Ordinance 2014-01 Food Service Regulations. The requirement for re-inspections is at the discretion of the Health Officer and is determined by the severity of violations in accordance with applicable state and local food regulations.
18	Minimum one (1) hour.
19	The first re-inspection during the permit year will be conducted at no charge. Any additional re-inspections shall be charged at the Standard Hourly Rate. Payment of re-inspection service charges must be made within thirty (30) days of the billing date. If payment is not made prior to annual licensing renewal time, a new permit will not be issued.
20	Temporary permits are good for a maximum of 21 days. Applications and service charges for temporary permits are due fourteen (14) calendar days prior to the event to allow for weekend inspection scheduling and coordination with participants for approval. Late application service fees are effective less than (14) days prior to the event. Non-complex menu permits are for one-step food preparation procedures for temporary permits. Complex menu permits are for operations that have multiple steps in food preparation.
21	Inspections will be made in accordance with provisions of rules and regulations of the State Board of Health governing swimming pool facilities. The requirement for re-inspections is at the discretion of the Health Officer and is determined by the severity of violations in accordance with applicable state and local regulations.

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22	Camps, which are serving food year round are required to license the food service facility according to the Food Program Service Charge Schedule in effect at the time of application. It is the intent to provide two (2) food service facility inspections per year for those operating year round. Camps operating on a seasonal basis shall license the food service facility according to the seasonal Food Program Service Charge Schedule. Camp pool facilities shall be licensed and inspected according to this Service Charge Schedule. Camp inspections include a bathing beach and one sanitary facility inspection.
23	Charge covers completed permit application review, new or modified permit drafting/issuance, facility inspections for permit compliance, required monitoring and data review, and required plan and design review.
24	Charges cover annual permit renewal/issuance, facility inspections for permit compliance, required monitoring and data review, and required plan and design review. Charges are assessed based on staff hours expended at the hourly rate approved by the Kitsap County Board of Health for that year. Charges will be billed at a frequency agreed to by the permittee.
25	Conditionally exempt hourly fees are assessed to evaluate conditional exemption status, annual reports, and to conduct annual inspections, as needed. These fees include time expended on non-compliance and re-inspection.
26	A permit issued to a facility once closure construction activities are completed, which governs the requirements placed upon a facility after closure to ensure its environmental safety for at least a twenty-year period or until the site becomes stabilized (i.e., little or no settlement, gas production, or leachate generation).
27	The hourly rate will apply after the first fifty (50) hours.
28	The hourly rate will apply after the first one hundred (120) hours.
29	The hourly rate will apply after the first three (3) hours.
30	Service charges will be assessed for the review of plans or proposals not specifically associated with a facility permit application.
31	Fees for Biosolid facilities include time to review permits, review reports and to conduct inspections. Non-compliance issues would be billed separately. In addition to review charges for Bio-Solids State Permit, Plan and Report Reviews, charges are assessed for non-routine regulatory activities associated with facility noncompliance.