

**Kitsap County Health District
Environmental Health Division
SCHEDULE OF 2010 SERVICE CHARGES**

Item No.	<u>GENERAL</u> ^{1,2,3}	<u>2010</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
	Payment Plan Handling Fee ⁵	\$3
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>2010</u>
	(*Note: Please Refer to Onsite Sewage/Water Quality Program Section for Building Site Applications and Building Clearance Service Charges.)	
6	Water Status Reports - Public Water Supply:	
	Group A (>100 Connections)	\$109
	Group A (<100 Connections)	\$109
	Group B (when there is a record of a completed sanitary survey w/in last 5 years)	\$109
	Group B (when no record of a completed sanitary survey w/in last 5 years)	\$436
7	Water Status Reports - Private Individual and Private Two-Party (Plus water sample fee - See below)	\$218
	Coliform Sample	\$20
	Nitrate Sample	\$28
	Additional Site Visit to Resample Water (Plus water sample fee)	\$109
8	Building Clearances on Public Sewer (Water Adequacy Only)	\$66
9	Plan Reviews:	
	New Group A Water System (< 25 connections) ⁶	\$760
	New or Existing Unapproved Group B ⁶	\$760
	Expanding Group B or Group A < 25 Connections ¹²	\$109
10	Sanitary Surveys:	
	Group A ⁷	\$545
	Group B	\$436
11	Surface Seal Inspection ¹²	\$109
12	Well Decommissioning	\$164
13	Waiver Applications ⁸	\$218
14	Well Site Inspections (Not Associated with BSA):	
	Replacement, Group A or B Public Well Site, Irrigation or Other Non-Potable Well ⁹	\$410
	Amended Well Site Inspection ¹²	\$109
15	Coordinated Water System Plan Review ¹²	\$109
16	Miscellaneous:	
	Copy of Local Regulations (Plus Postage and Handling when Applicable)	\$12
	Re-inspection for Compliance ^{12,41}	\$109

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17	Water System Designer Certifications:	
	Initial Certification	\$363
	Annual Renewal ¹⁰	\$181
	Testing Service Charge	\$218
	Delinquent Certification Renewal Fee	\$241
18	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 Labor Rate ¹²	\$109

Item No.	<u>ONSITE SEWAGE</u> ^{2,3}	<u>2010</u>
	New/Alteration/Expansion Building Site Applications (BSA) ¹¹ (Total Includes Mandatory Drinking Water Service Charges as Shown):	
19	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
20	Single Family Residential Onsite Sewage System on Public Water Supply:	
	Onsite Service Charge	\$417
	Drinking Water Service Charge	\$193
	Total	\$610
21	Multi-Family/Community Residential or Commercial Onsite Sewage System on Private Water Supply:	
	Onsite Service Charge	\$417
	Drinking Water Service Charge	\$387
	Total	\$804
22	Multi-Family/Community Residential or Commercial Onsite Sewage System on Public Water Supply:	
	Onsite Service Charge:	\$417
	Drinking Water Service Charge	\$193
	Total	\$610
23	Redesigned BSA:	
	Onsite Service Charge	\$138
	Drinking Water Service Charge	\$109
	Total	\$247
24	Repair or Replacement BSA (No Alteration or Expansion) - <u>Property Within Unincorporated Kitsap County (each structure / each parcel):</u>	
	Onsite Service Charge	\$138
	Drinking Water Service Charge	\$109
	Total	\$247
25	Repair or Replacement BSA (No Alteration or Expansion) - <u>Property Within An Incorporated City (each structure / each parcel):</u>	
	Onsite Service Charge	\$315
	Drinking Water Service Charge	\$109
	Total	\$424
26	Pre-Application Meeting for BSA ¹²	\$109

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27	BSA Extensions (1 year):¹³	
	Onsite Service Charge	\$109
	Drinking Water Service Charge	\$72
	Total	\$181
28	Minor Site Plan Revisions¹⁴	\$60
29	Inspection for BSA Violation¹²	\$109
30	BSA Wet Weather Review¹⁵	\$218
31	Accepted BSA Records Replacement for Building Permit	\$10
32	Building Clearance (BC)-Residential	
	Onsite Service Charge	\$174
	Drinking Water Service Charge	\$67
	Total	\$241
33	Building Clearance -Commercial (low risk)	
	Onsite Service Charge	\$217
	Drinking Water Service Charge	\$67
	Total	\$284
34	Building Clearance -Commercial (medium to high risk)	
	Onsite Service Charge	\$217
	Drinking Water Service Charge	\$67
	Waste Management Plan Review	\$109
	Total	\$393
35	Building Clearance Exemption¹⁶	\$79
36	Accepted BC Records Replacement for Building Permit	\$10
37	Building/Code Compliance:¹²	
	(For Reserve Area/Record Establishment for Onsite Sewage System (OSS) when Submitted Independently; Does Not Include Drinking Water Review)	\$218
38	Sewage System Installation Permits:¹⁷	
	New, Replacement, or Repair Installation	\$387
	Hard Wire Set-Up Field Inspection ¹²	\$109
	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
39	Re-Inspection for Sewage Disposal Permit Violation	\$157
40	OSS Installation Wet Weather Review^{12,18}	\$109
41	Monitoring & Maintenance (M&M) - Monitoring/Consulting Alternative Systems:¹²	\$109
42	Yearly M&M Contract and Report Service Charge:¹⁹	
	Residential/Community	\$50
	Commercial/Industrial	\$50
	Delinquent Contract Administration & Enforcement Fee	\$200
	Incomplete/Erroneous Report Resubmittal Fee	\$50
43	Septic/Pump Tank Inspection/Pump-out Report Submittal & Filing Fee (RESERVED)	TBD
44	OSS Waiver Requests^{20,21} (New, Redesign, Repair, Alteration BSA, Building Clearance, Building Compliance, Building Permit, and Sewage Disposal Permits):	\$109
45	Installer, Pumper and Maintenance Specialist (including Residential Homeowner) Certifications:	
	Initial Certification	\$363
46	Annual Renewals of Valid Certifications:	
	Installer, Maintenance Specialist & Pumper (1st Truck) ¹⁰	\$181
	Annual Pumper Renewal for Each Additional Truck	\$60
	Homeowner Monitoring & Maintenance	\$90
	Delinquent Certification Renewal Fee	\$241

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47	State Licensed Designer/Engineer	
	Local Referral List Publishing & Maintenance (Optional):	\$51
48	Property Conveyance Inspection and Evaluation Report for Onsite Sewage System (Non-refundable; See Water Status Report item in Drinking Water section for water review) ²²	\$202
49	Amended Onsite Sewage System Evaluation Report (Following legal correction of items of non-compliance <u>when no site visit is needed</u>)	\$75
	Land Use Applications (Total Includes Mandatory Drinking Water Service Charges as Shown):	
50	Short Plat or Subdivision with Public Sewer:	
	Onsite Service Charge	\$79
	Drinking Water Service Charge	\$79
	Total	\$158
51	Short Plat with Onsite Sewage Systems (OSS): ²³	
	Onsite Service Charge	\$330
	Drinking Water Service Charge	\$145
	Total	\$475
52	Amended Plat/Short Plat: ²³	
	Onsite Service Charge	\$109
	Drinking Water Service Charge	\$109
	Total	\$218
53	Large Lot Subdivision ^{12,23}	\$109
54	Plat Subdivisions (Ten [10] or More Lots) with OSS: ^{12,23}	
	Onsite Service Charge - First Ten [10] Lots	\$446
	Drinking Water Service Charge.	\$109
	Total	\$555
55	Plat Subdivisions Onsite Service Charge – Additional Charge Per Lot After First Ten [10] Lots	\$41
56	Conditional Use/Other Land Use Applications ¹² - <u>With</u> BSA or Building Clearance submitted	\$109
57	Conditional Use/Other Land Use Applications ¹² - <u>Without</u> BSA or Building Clearance submitted.	\$218
58	Other Land Use Review with Municipal Sewer ¹²	\$109
59	Miscellaneous:	
	Copy of Local OSS Regulations (Plus Postage and Handling if Applicable)	\$12
	Technical Assistance ¹²	\$109
	Repeat Inspections for Code Violations ¹² (When not Otherwise Specified).	\$109

Item No.	<u>FOOD</u> ^{2,3,24}	<u>2010</u>
60	Bakeries ²⁵	\$336
61	Bed & Breakfasts/Hotel/Motel (Breakfast Only) ²⁵	\$205
62	Caterers: ²⁵	
	With Commissary	\$230
	With Restaurant	\$205

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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: ²⁵	
	1 - > 3 Checkouts	\$152
	> 3 Checkouts	\$395
65	High Priority Inspections	\$109
66	Limited Menus ²⁵	\$205
67	Meat/Fish Markets ²⁵	\$253
68	Mobile Units ²⁵	\$205
69	Plan Review and Pre-Op Inspections: ²⁶	
	Bed & Breakfasts/Hotel/Motel Without Pre-Operational Inspection	\$109
	Bed & Breakfasts/Hotel/Motel With Pre-Operational Inspection	\$164
	Change in Menu and/or Equipment Review	\$109
	Low Risk Establishments	\$164
	High Risk Establishments	\$218
70	Reinspections ²⁷ - Each Re-Inspection after First Re-Inspection	\$109
71	Restaurants (No Cocktail Lounge): ²⁵	
	0 -25 Seats	\$472
	26 -75 Seats	\$511
	76 -100 Seats	\$592
	> 100 Seats	\$668
72	Restaurants (With Cocktail Lounge): ²⁵	
	0 -25 Seats	\$592
	26 -75 Seats	\$630
	76 -100 Seat	\$709
	> 100 Seats	\$866
73	Schools: ²⁵	
	Central Kitchen	\$282
	Headstart/ECAP	\$109
	Warming Kitchen	\$185
74	Taverns (With Food - See Restaurants With No Cocktail Lounge)	
75	Taverns (No Food) ²⁵	\$170
	Temporary Permits: ²⁸	
76	Bake Sale/Exempt Food Application Review	\$13
77	Limited Menu - Low Risk Single Event	\$30
78	Limited Menu - Seasonal ²⁵ Multiple Events	\$69
79	Non-Complex Menu:	
	During Work Hours Single Event	\$59
	Non-Work Hours (Weekends, Holidays, etc.) Single Event	\$71
	Seasonal ²⁵ Multiple Events	\$102
80	Complex Menu:	
	During Work Hours Single Event	\$85
	Non-Work Hours (Weekends, Holidays, etc.) Single Event	\$109
	Seasonal ²⁵ Multiple Events	\$149

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Item No.	<u>LIVING ENVIRONMENT</u> ^{2,3,24}	<u>2010</u>
	Public or Semi Public Swimming Pools and Hot Tubs: ²⁹	
81	One Pool - Year Round Operation	\$530
	Each Additional Year Round Pool	\$131
82	One Pool - Seasonal Operation	\$413
	Each Additional Seasonal Operation Pool	\$100
83	Private Residential Pools	\$109
84	Pre-op Inspections ^{12,26} - Pools, Schools, Camps	\$109
85	Reinspections ²⁷ Each Re-Inspection after First Re-Inspection	\$109
86	School Plan Reviews ²⁶	\$109
87	Camp Inspections ³⁰	\$133

Item No.	<u>SOLID AND HAZARDOUS WASTE</u> ^{2,3}	<u>2010</u>
	PERMIT APPLICATION/PERMIT MODIFICATION SERVICE CHARGES: ^{12,32}	
88	Compost Facilities	\$109
89	Land Application Facilities	\$109
90	Energy Recovery/Incineration	\$109
91	Intermediate SW Handling Facilities: Transfer Stations ³¹ , Compaction/Baling Sites and Drop Boxes	\$109
92	Storage/Treatment Piles	\$109
93	Surface Impoundments/Tanks	\$109
94	Waste Tire Storage Facility	\$109
95	Mixed Municipal Waste Landfill	\$109
96	Limited Purpose Landfill	\$109
97	Inert Waste Landfills ²⁹	\$109
98	Other Methods of Solid Waste Handling	\$109
	ANNUAL PERMIT RENEWAL SERVICE CHARGES: ^{33,35}	
99	Recycling Facilities Conditionally - Exempt Inspection Fee ³⁴	\$127
100	Compost Facilities:	
	Conditionally Exempt Inspection Fee ³⁴	\$127
	≥ 250 CYDS Compost Facility (Class I-II)	\$959
	> 1,000CYDS Compost Facility (Ag only)	\$639
101	Land Application Facilities:	
	Sites Without Monitoring	\$639
	Sites With Monitoring	\$1,280
102	Energy Recovery/Incineration	\$1,280
103	MMSW Haulers	\$127
	Plus Per Truck	\$13
104	Site Restoration Haulers	\$42
105	Biomedical Waste Hauler	\$193
	Plus Per Truck	\$13
106	CRT Haulers	\$127

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107	Intermediate SW Handling Facilities: Transfer Stations³¹, Compaction/Baling Sites and Drop Boxes	
	Conditionally Exempt MRF Inspection Fee ³⁴	\$127
	Transfer Stations	\$2,160
	Compaction/Baling Sites	\$1,280
	Drop Boxes	\$1,147
	Decant Facilities	\$664
108	Storage/Treatment Piles:	
	Conditionally Exempt Inspection Fees ³⁴ Wood and Inert Waste Piles	\$127
	Piles	\$1,280
109	Surface Impoundments/Tanks:	
	Tanks	\$639
	Surface Impoundments With Leak Detection	\$1,280
	Surface Impoundment With GW Monitoring	\$1,931
110	Waste Tire Storage Facility	\$639
111	Moderate Risk Waste Handling Facility:	
	Conditionally Exempt Inspection Fees ³¹ (Mobile Systems, Collection Events, and Limited MRW Facilities)	\$127
	Moderate Risk Waste Facility	\$1,944
112	Mixed Municipal Waste Landfill: ^{12,37}	\$109
	Limited Purpose Landfill	\$1,931
	Inert Waste Landfills > 250 CYDS Landfill	\$2,160
113	Landfill Closure Permit ¹²	\$109
114	Landfill Post Closure Permit ^{12,40}	\$109
115	Other Methods of Solid Waste Handling ^{12,36}	\$109
	Regulatory Oversight Related to Facility Non-Compliance, Permitted Facilities ^{12,38}	\$109
	Plan Reviews (All Plans) Facilities ^{12,38}	\$109
	Second & Subsequent Re-Inspections for Regulatory Violations ³⁷	\$109
	Site Development Activity Permit (SDAP)	\$109
	Regulatory Oversight Related to Facility Non-Compliance, Composting and Recycling Facilities ¹² .	\$109
	Bio-Solids State Permit, Plan, and Report Reviews ^{12,39}	\$109
	Regulatory Oversight Related to Bio-Solids Facility Non-Compliance ^{12,39}	\$109
	Environmental Monitoring Activities (Labor Only) ¹²	\$109
	Illegal Drug Manufacturing Operation Inspection, Notification, Assessment, Plan and Record Review ¹²	\$109
	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, if just cause is shown, on a case-by-case basis. 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	<u>Refunds are at the discretion of the Health Officer; the handling fee will be subtracted from any Health Officer-approved refund.</u>
5	<u>Payment plan approval is at the discretion of the Health Officer; the payment plan fee shall be added to each scheduled payment.</u>
6	The hourly rate will apply after the first seven (7) hours.
7	2002 Memorandum of Understanding with State Department of Health to conduct surveys of larger water systems in accordance with state regulations. <u>Hourly rate will apply after the first five (5) hours.</u>
8	The hourly rate will apply after the first two (2) hours.
9	The hourly rate will apply after the first four (4) hours
10	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 of \$223.00. After a 90 day delinquent period, a retest for certification will be required. On September 30 of each year all certifications, unless renewed, shall become void and of no effect.
11	New Building Site Applications (BSA) are valid for a period of three (3) years and 30 days from the date of submittal.
12	The hourly rate will apply after the first hour.
13	Only applies to BSA submitted prior to May 1, 2008. BSA and site conditions must comply with current regulations at the time of renewal. BSA Extensions are valid for one (1) year from the most recent expiration date. Extension applications must be submitted within 30 days of the most recent expiration date.
14	Minor changes to accepted Building Site Application in accordance with Kitsap County Health District's policy on BSA Redesigns and Revisions.
15	Wet Weather Review for BSA includes three (3) site visits.
16	Building Clearance Exemption Referral 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.
17	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.
18	The Health District will conduct Wet Weather Reviews for OSS installations upon request when it is determined that the designer of record is unable to perform this service.
19	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.
20	Only one OSS Waiver fee will be charged per Repair BSA when submitted as part of the initial application. Waiver application fee is applicable to each waiver for New/Alteration/Expansion BSA. If additional OSS waivers are submitted at a later date, the additional Onsite Waiver service charge will be charged. All OSS Waivers will be charged at the hourly rate after the first hour. See footnote 18 for charges when the OSS waiver is for a well setback.
21	Drinking Water Waiver fee is charged in addition to the regular BSA service charges. If the Drinking Water Waiver is for a setback between a well and an OSS, an OSS waiver is also required and only the Drinking Water Waiver will be charged. Any additional waivers beyond these two will be charged at the applicable waiver fee.
22	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 Loan Inspection Reports are requested for each address when a drainfield is shared, separate applications must be submitted and full service charges paid for each report.
23	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.
24	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 sanitation code 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.

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25	Inspections of establishments will be made in accordance with provisions of Kitsap County Board of Health Ordinance 2005-8 Rules and Regulations Governing Standards for Food Service. It is the intent to provide the following inspection frequency: two (2) per year for restaurants, restaurants w/lounge; two (2) for bakeries, meat and fish markets, supermarkets, school central kitchens, caterers with commissary; one (1) for small groceries, temporary permits, school warming kitchens, catering with restaurant, taverns without food, mobile units, limited menu and bed and breakfast. Seasonal inspection frequency to be one (1) or two (2) times per season depending upon type of menu. The requirement for re-inspections is determined by the severity of violations in accordance with applicable state and local food regulations.
26	Minimum one (1) hour.
27	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.
28	Temporary permits are good for a maximum of 21 days. Applications and service charges for temporary permits are due ten (10) working days prior to the event to allow for weekend inspection scheduling and coordination with participants for approval. Late service charges for itinerant applications may equal 100% of the permit service charge. Non-complex menu permits are for one-step preparation procedures. Complex menu permits are for operations that have multiple steps in food preparation.
29	Inspections will be made in accordance with provisions of rules and regulations of the State Board of Health governing swimming pool facilities. The intent is to provide the following inspection frequency: four (4) per year for each year round pool and hot tub or wading pool; three (3) per season for each seasonal pool and hot tub or wading pool; one (1) on request from licensing agencies for sauna facilities. The requirement for re-inspections is determined by the severity of violations in accordance with applicable state and local regulations.
30	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.
31	The service charge for drinking water analyses using Multiple Tube Fermentation or Membrane Filter will be the standard water sample fee - See Drinking Water Section.
32	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.
33	Charge covers annual renewal/issuance, permit amendments, compliance schedule development/tracking, routine inspections, plan review, monitoring data review, and related compliance activities.
34	Conditionally exempt fees are assessed to evaluate conditional exemption status, annual reports, and to conduct annual inspections, as needed.
35	Tire haulers are subject to annual license fees through the Washington Department of Licensing.
36	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.
37	In addition to permit application and renewal charges, charges are assessed for non-routine regulatory activities associated with permit non-compliance, permit amendments, non-compliance associated with any notice or order to correct violation issued by the Health Officer, and other activities not listed in footnotes 30 and 3 above.
38	Service charges will be assessed for the review of plans or proposals not specifically associated with a facility permit application.
39	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.
40	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).
41	Compliance may include Health District collected water sample, which is the hourly rate plus the cost of the water sample.