

WESTERN UPPER PENINSULA HEALTH DEPARTMENT
2012 Environmental Health Fee Schedule

Approved by WUPHD Board of Health 12-5-11

Food Service Establishment Fee Categories	WUPHD 2012 Fee	State of Michigan Surcharge
Annual License Fee Seating Capacity: 0-50 Seats	\$403	\$28
Annual License Fee Seating Capacity: 51-100 Seats	\$473	\$28
Annual License Fee Seating Capacity: 101+ Seats	\$532	\$28
Annual License Fee - Conference Center	\$783	\$28
Annual License Fee Universities and Community Colleges (Two Inspections Per Year) (Seasonal Food Service – see Seasonal Category)	Annual Fee Based on Cafeteria Seating Capacity as listed above	\$28
Annual License Fee - Bar Only This category includes bars only and those bars that limit their food to frozen sandwiches or pizza requiring nothing more than a microwave or Clark oven.	\$284	\$28
Annual License Fee - Non-Profit This category includes all satellites served by CAA and Portage View Hospital, Churches, Youth Hockey Concession, K – 12 Public Schools, and K – 12 Public School Concession	\$117	\$5.00 (non-profit) \$28 (school)
Annual License Fee - Seasonal This category includes all establishments that are open during a season lasting less than 9 months per year. (one inspection per year)	60% of seating	\$28
Temporary Food Service License For Profit	\$59 > 5 days \$90 < 5 days \$120 same day	\$8
Temporary Food Service License Non-Profit	\$35 > 5 days \$65 < 5 days \$96 same day	\$5
STFU License Fee (state mandated fee for 2012) Non-profit	\$106 \$106	\$42 \$5
Vending Machines	\$61 per Location Plus \$5/ per Machine	\$3
Food License Renewal Late Fee	\$125	n/a

Food Service Establishment Fee Categories	WUPHD 2012 Fee	State of Michigan Surcharge
Annual Mobile Unit License Fee	\$175	\$28
Follow-up Inspection Fee Applied to each inspection necessary to document correction of critical food safety violations found during routine inspections. Follow-up	\$87	NA

inspection fees are in addition to and due with the annual license fee		
<p align="center">Emergency Response Fee</p> <p>Applies to inspections related to confirmed complaints, or other extraordinary enforcement actions required of the Health Department. Enforcement response fees are in addition to and due with the annual license fee and follow-up inspection fees.</p>	\$125	NA
Plan Review Fee - STFU	Current MI State Fee	NA
<p>Plan Review Fee – Menu Risk Category Y & Z (medium & high)</p> <p>50% fee increase if plan review follows a Stop Work Order</p>	\$592 \$887	NA
<p align="center">Plan Review Fee – Menu Risk Category X (low)</p> <p align="center">50% fee increase if plan review follows a Stop Work Order</p>	\$296 \$444	NA
<p align="center">Plan Review Fee</p> <p>For limited remodeling of an existing food service establishment 50% fee increase if plan review follows a Stop Work Order</p>	\$179 \$269	NA
<p align="center">Enforcement Hearing Fee</p> <p>Applies to a formal hearing before a hearing board</p>	\$296	NA
<p align="center">Ownership Change Fee</p> <p>Applies only when menu changes are proposed</p>	\$117	NA
Pre-purchase Facilities Assessment	\$296	NA

Residential On-Site Sewage Program Fee Category	2012 Fee
All PERMIT FEES ARE DOUBLED IF SYSTEM IS INSTALLED WITHOUT A CONSTRUCTION PERMIT	
Site Evaluation	\$184
Site Evaluation Revisit	\$117
Sewage System Construction Permit – Conventional System	\$235
Sewage System Construction Permit – Non-Conventional (Wisconsin Mound, Lagoon)	\$472
Advanced Treatment System Permit (Staff time in excess of 15 hours billed at \$60.00/hour)	\$1357
Annual Monitoring Inspection – Advanced Treatment Sewage Systems, Lagoons, Community Sewage Systems	\$153
Follow-up Inspection for Advanced Treatment, Lagoon, & Community Sewage Systems	\$117
Septic Tank Replacement, Privy, or Compost. Toilet Permit Fee	\$87
Drainfield Replacement Permit	\$235
Existing System Evaluation: (water evaluation add \$51 to cost for sampling)	
(Water or Sewage System)	\$255
(Both Water and Sewage System)	\$281
Re-inspection Fee (due to improper installation)	\$119
Pump and Haul Annual Monitoring Fee	\$87
Subdivision Plat/Site Condominium Plat Review	\$459 + \$51/lot
Community Sewage System: < 6,000 gpd	\$639
6,000 gpd to 10,000 gpd	\$1357

Any size with advanced treatment	\$1357
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Commercial On-Site Sewage Program Fee Category	2012 Fee
Site Evaluation	\$184
Site Evaluation Revisit Fee	\$117
Sewage System Construction Permit < 1000 gpd discharge	\$306
Sewage System Construction Permit: 1000 gpd to 6000 gpd	\$639
Sewage System Construction Permit: 6000 gpd to 10,000 gpd	\$1357
Advanced Treatment System Permit (Staff time in excess of 15 hours billed at \$60.00/hour)	\$1357
Annual Monitoring Inspection – Advanced Treatment Sewage Systems, Lagoons	\$459
Follow-up Inspection for Advanced Treatment & Lagoon Systems	\$117
Septic Tank Replacement Permit Fee	\$87
Existing System Evaluation: (water evaluation add \$51 to cost for sampling)	
(Water or Sewage System)	\$255
(Both Water and Sewage System)	\$281
Re-inspection Fee (due to improper installation)	\$117
Pump and Haul Annual Monitoring Fee	\$87
Sewage System Installer License Fee (3 years)	\$75

Water Supply Program Fee Category	2012 Fee
Residential Well Construction Permit Fee (includes site eval, final inspection & \$51 lab fee)	\$245
Condominium or Subdivision Test Well	\$296
Type III Public Well Permit Fee	\$296
Type II Public Well Permit Fee	\$355
Type II Well Upgrade	\$179
Type II Sanitary Survey Follow-up Inspection Fee	\$87
Hydraulic Fracturing Reviews	\$117
Water Sample Collection Fees (plus \$51.00 sampling fee = \$112.00)	\$61
Geothermal Well Construction Permit Fee	
Residential	\$245
Commercial (1 to 14 wells)	\$296
Commercial (15 to 25 wells)	\$355

Miscellaneous Fees	2012 Fee
Campgrounds: Inspection – Up to 25 Sites	\$173
Inspection – 26 to 500 Sites	\$230
Inspection – 500 + Sites	\$459
Temporary Campground Inspection – 1 to 25 sites	\$75
Temporary Campground Inspection – 26 to 500 sites	\$230
Temporary Campground Inspection – 500+ sites	\$459
-up Inspection Fee	\$102
FIA: Partial Inspection (plus \$51.00 for water sampling)	\$235
Full Inspection (plus \$51.00 for water sampling)	\$357
Plan Review	\$408
Swimming Pools: Annual Inspection Fee / Pool	\$117
Follow-up Inspection Fee	\$102
Consultation Rate	\$69
Appeals to the Board of Health	\$286
Return Check Handling Fee (WUPHD Fee + Bank Fee)	\$31 + Bank Fee
Refund Processing Fee	\$15
Chemical Test Kit	\$6
Food Thermometer	\$12
Lead Test Kit (3 test swabs and test key)	\$10
HEPA Vacuum Deposit/Rental Charge	\$25/\$25
Photocopies	Labor + \$.10/page

Body Art Establishment Fee Category	2012 Fee
Body Art Establishment Annual Inspection Fee	\$230
Body Art Establishment Plan Review	\$291
Re-inspection Fee	\$61

Environmental Health fees will not be returned after a service has been provided.

Food Service Establishment Plan Review

Plan review by the Health Department is required by the Michigan Food Code for the new construction or remodeling of all new or existing food establishments. Plan review fees cover plan review, one consultation site visit, and one pre-opening inspection. Any additional work (for example, altered plan review, addendum review, additional on-site consultation or visit, or additional pre-opening inspection) that may be requested or required will be charged at the rate of \$60 per hour.

Food Service Establishment License Renewal

Renewal license applications are due on April 30th of each year. There will be a \$125 late filing fee for applications received after April 30th of each year. Applicants will be notified by certified mail if their applications were received after the deadline. Follow-up inspection fees accumulated during the year will be added to the annual license fee. All license and follow-up fees must be paid by April 30th of each year.

Complaint Resolution Reimbursement

Complaint Resolution Reimbursement – Expenses incurred by the health department to resolve a complaint when the property owner fails to comply with a correction order will be billed to the property owner. Examples include expenses associated with plugging direct discharges and garbage clean-up. Unpaid bills will be referred to a collection agency.

Photocopy Policy

It is the policy of the Western U.P. Health Department to charge moderate fees for duplicating public records. Those fees are designed to cover the agency's costs of producing and copying the material, in accordance with the FOIA (Freedom of Information Act), and the agency's commitment to making public information accessible.

Fees for producing and copying records and documents for requesting parties outside the health department's employment will be based on the formula below. This applies to all records, whether produced to satisfy a subpoena, FOIA request or for Environmental Health purposes. Requests for material under the FOIA must be in writing.

The fee for producing and duplicating records will be calculated using these elements:

1. Actual mailing costs;
2. Incremental cost of duplication or publication, to include:
 - The cost of labor incurred in duplication, mailing, search, review, examination and separation. The cost will be based on the hourly wage of the lowest paid employee who is capable of retrieving the information, multiplied by the actual time spent.
 - Actual copy cost multiplied by the number of pages copied, calculated at \$.10 per page.

An invoice detailing the above components will be sent with the records requested.