

WESTERN UPPER PENINSULA HEALTH DEPARTMENT
2017 Environmental Health Fee Schedule

Approved by WUPHD Board of Health on October 31, 2016 – Effective Date January 1, 2017

Food Service Establishment Fee Categories	G, H, K, O WUPHD 2017 Fee	Baraga WUPHD 2017 Fee	Michigan Surcharge	G, H, K, O 2017 Total Fee	Baraga 2017 Total Fee
Risk Category - X	\$250	\$335	\$27 profit \$5 non-profit	\$277 \$255 NP	\$362 \$340 NP
Risk Category - Y	\$340	\$460	\$27 profit \$5 non-profit	\$367 \$345 NP	\$487 \$465 NP
Risk Category - Z	\$560	\$710	\$27 profit \$5 non-profit	\$587 \$565 NP	\$737 \$715 NP
Temporary Food Service License Add 50% < 5 days Inspection Prior to Licensing (\$100 surcharge for 4 or more per year)	X - \$65 Y & Z - \$85	Same	\$8 profit \$5 non-profit	X - \$73 X - \$70 NP Y & Z - \$93 Y & Z - \$90 NP	Same
Temporary Food Service License Meets Low Risk Licensing Protocol In Office Consultation (Add 50% < 5 days notice)	\$20	Same	\$8 profit \$5 non-profit	\$28 \$25	Same
STFU License Fee (state mandated fee adjusted when notice received from MDARD)	\$100.00	Same	\$40.00 profit \$5.00 non- profit	For profit \$140.00 \$105 NP	Same
Vending Machines	\$140	Same	\$3	\$143	Same

Food Service Establishment Fee Categories	G, H, K,O 2017 Fee	Baraga 2017 Fee
Late License Fee and Follow-up Inspection Fee Applied to each inspection necessary to document correction of critical food safety violations found during routine inspections. Follow-up inspection fees are in addition to and due with the annual license fee	\$125	Same
Enforcement Response Fee 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.	\$125	Same
Plan Review Fee – STFU (state mandated fee for 2014)	\$197	Same
Plan Review Fee – Menu Risk Category Y & Z (medium & high): (50% fee increase if plan review follows a Stop Work Order)	\$620	Same
Plan Review Fee – Menu Risk Category X (low) (50% fee increase if plan review follows a Stop Work Order)	\$315	Same
Plan Review Fee For limited remodeling of an existing food service establishment (50% fee increase if plan review follows a Stop Work Order)	\$200	Same
Plan Review Electronic Submittals Printing Fee	\$0.10 per page	Same
Enforcement Hearing Fee Applies to a formal hearing before a hearing board	\$500	Same
Ownership Change Fee Applies only when menu changes are proposed	\$200	Same
Pre-purchase Facilities Assessment	\$200	Same
Food Manager Certification Training (8 hour training, book & Exam) 8 hour Training and no book Exam ONLY	\$125 \$100 \$50	Same

Water Supply Program Fee Categories	Gogebic Houghton Keweenaw Ontonagon 2017 Fee	Baraga 2017 Fee
Residential Well Construction Permit Fee (includes site evaluation, final inspection and \$51 lab fees)	\$285	\$385
Condominium or Subdivision Test Well	\$365	\$465
Type III Public Well Permit Fee	\$325	\$425
Type II Public Well Permit Fee	\$365	\$465
Type II Sanitary Survey Fee	\$250	\$350
Type II Sanitary Survey Follow-up Inspection Fee	\$150	\$250
Hydraulic Fracturing Reviews	\$125	Same
Water Sample Collection Fee (Plus lab fees)	\$65	Same
Geothermal Well Construction Permit Fee - Residential	\$285	\$385
Commercial (1 to 14 wells)	\$325	\$425
Commercial (15 to 25 wells)	\$365	\$465

On-site Sewage Program Fee Categories	Gogebic Houghton Keweenaw Ontonagon 2017 Fee	Baraga 2017 Fee
Site Evaluation	\$250	\$350
Site -Evaluation Revist	\$150	\$250
Permit - Residential Sewage System (Tank Replacement, Privy)	\$150	\$250
Permit – Residential Sewage System (Conventional System)	\$250	\$350

On-site Sewage Program Fee Categories	Gogebic Houghton Keweenaw Ontonagon 2017 Fee	Baraga 2017 Fee
Permit – Residential Sewage System (Non-Conventional – Pressure Mound, Lagoon)	\$350	\$450
Permit - Advanced Treatment Sewage System	\$1250	\$1350
Permit – Commercial Sewage System: < 1000 gpd discharge	\$350	\$450
Permit – Commercial Sewage System: 1000 gpd to 6000 gpd	\$650	\$750
Permit – Commercial Sewage System: 6000 gpd to 10,000 gpd	\$1250	\$1350
Existing System Evaluation: (Water or Sewage System) (Both Water and Sewage System) Water Testing Lab Fees (Bacteria, Partial Chemistry, and Uranium)	\$255 \$285 \$53	\$355 \$385 Same
Re-inspection Fee (due to improper installation) Monitoring Inspection for Advanced Treatment System and Lagoons Monitoring Inspection for Pump and Haul System	\$150 \$160 \$100	Same Same Same
Subdivision Plat or Condominium Plat Review	\$475 + \$50 per lot	Same
Permit - Community Sewage System: < 6000 gpd 6000 gpd to 10,000 gpd Any size with advanced treatment	\$650 \$1250 \$1250	\$750 \$1350 \$1350

Miscellaneous Fees	Gogebic Houghton Keweenaw Ontonagon 2017 Fee	Baraga 2017 Fee
Campgrounds: Inspection – Up to 25 Sites Inspection – 26 to 500 Sites Inspection – 500 + Sites Follow-up Inspection Fee	\$150 \$275 \$525 \$150	\$250 \$375 \$625 \$250
DHS: Partial Inspection Full Inspection Plan Review Water Testing Lab Fees (Bacteria, partial Chemical and Uranium)	\$275 \$395 \$315 \$53	Same Same Same Same
Swimming Pools: Annual Inspection (per pool) Follow-up Inspection Fee	\$150 \$150	Same Same
Body Art Establishment: Annual Inspection Plan Review Follow-up Inspection	\$275 \$315 \$150	Same Same Same
Septage Program Truck Inspection Receiving Site Inspection Land Application Site Inspection Cropping Plan Review	\$75 \$75 \$250 \$150	Same Same Same Same
Consultation Rate	\$85/hr	Same
Appeals to the Board of Health	\$500	Same
Return Check Handling Fee (WUPHD Fee + Bank Fee)	\$31 + Bank Fee	Same
Refund Processing Fee	\$15	Same
Chemical Test Kit	\$6	Same
Food Thermometer	\$12 or cost	Same
Lead Test Kit (3 test swabs and test key)	\$10	Same
HEPA Vacuum Deposit/Rental Charge	\$25/\$25	Same
Photocopies	Labor + \$0.10 per page	Same

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 \$85 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. For example, expenses associated with plugging a direct discharge will be billed. 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 will be charged. 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