

**WESTERN UPPER PENINSULA HEALTH DEPARTMENT
2018 Environmental Health Fee Schedule**

Approved by WUPHD Board of Health on September 25, 2017 – Effective Date October 1, 2017

**Michigan Surcharge Fee Effective October 1st, 2018 authorized by section 2444 of public health code, MCL333.2444

Food Service Establishment Fee Categories	WUPHD 2018 Fee	Michigan Surcharge	2018 Total Fee
Risk Category - X	\$250	\$30 profit \$5 non-profit	\$280 \$255 NP
Risk Category - Y	\$340	\$30 profit \$5 non-profit	\$370 \$345 NP
Risk Category - Z	\$560	\$30 profit \$5 non-profit	\$590 \$565 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	\$9 profit \$5 non-profit	X - \$74 X - \$70 NP Y & Z - \$94 Y & Z - \$90 NP
Temporary Food Service License Meets Low Risk Licensing Protocol In Office Consultation (Add 50% < 5 days' notice)	\$20	\$9 profit \$5 non-profit	\$29 \$25 NP
STFU License Fee (state mandated fee adjusted when notice received from MDARD)	\$111	\$44.00 profit \$5.00 non-profit	For profit \$155.00 \$116 NP

Food Service Establishment Fee Categories	2018 Fee
<p>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</p>	\$125
<p>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.</p>	\$125
<p>Plan Review Fee – STFU (state mandated fee for 2014)</p>	\$197
<p>Plan Review Fee – Menu Risk Category Y & Z (medium & high): (50% fee increase if plan review follows a Stop Work Order)</p>	\$620
<p>Plan Review Fee – Menu Risk Category X (low) (50% fee increase if plan review follows a Stop Work Order)</p>	\$315
<p>Plan Review Fee For limited remodeling of an existing food service establishment (50% fee increase if plan review follows a Stop Work Order)</p>	\$200
<p>Plan Review Electronic Submittals Printing Fee *Paper Copy of Scaled Floor Plans Still Required*</p>	\$0.10 per page
<p>Enforcement Hearing Fee Applies to a formal hearing before a hearing board</p>	\$500
<p>Ownership Change Fee</p>	\$200
<p>Pre-purchase Facilities Assessment</p>	\$200
<p>Food Manager Certification Training (8 hour training, book & Exam) 8 hour Training and no book Exam ONLY</p>	<p>\$125 \$100 \$50</p>

Water Supply Program Fee Categories	2018 Fee
Residential Well Construction Permit Fee (includes site evaluation, final inspection and \$53 lab fees)	\$285
Condominium or Subdivision Test Well	\$365
Type III Public Well Permit Fee	\$325
Type II Public Well Permit Fee	\$365
Type II Sanitary Survey Fee	\$250
Type II Sanitary Survey Follow-up Inspection Fee	\$150
Hydraulic Fracturing Reviews	\$125
Water Re-sample Collection Fee (Plus lab fees)	\$65
Geothermal Well Construction Permit Fee - Residential	\$285
Commercial (1 to 14 wells)	\$325
Commercial (15 to 25 wells)	\$365

On-site Sewage Program Fee Categories	2018 Fee
Site Evaluation	\$250
Site -Evaluation Revisit	\$150
Permit - Residential Sewage System (Tank Replacement, Privy)	\$150
Permit – Residential Sewage System (Conventional System)	\$250

On-site Sewage Program Fee Categories	2018 Fee
Permit – Residential Sewage System (Non-Conventional – Pressure Mound, Lagoon)	\$350
Permit - Advanced Treatment Sewage System	\$1250
Permit – Commercial Sewage System: < 1000 gpd discharge	\$350
Permit – Commercial Sewage System: 1000 gpd to 6000 gpd	\$650
Permit – Commercial Sewage System: 6000 gpd to 10,000 gpd	\$1250
Existing System Evaluation: (Water or Sewage System) (Both Water and Sewage System) Water Testing Lab Fees (Bacteria, Partial Chemistry, and Uranium)	\$255 \$285 \$53
Re-inspection Fee (due to improper installation) Monitoring Inspection for Advanced Treatment System/Lagoons ***Additional lab fees apply for Advanced Treatment Systems Monitoring Inspection for Pump and Haul System	\$150 \$160 *Lab fees set by laboratory \$100
Subdivision Plat or Condominium Plat Review	\$475 + \$50 per lot
Permit - Community Sewage System: < 6000 gpd 6000 gpd to 10,000 gpd Any size with advanced treatment	\$650 \$1250 \$1250

Miscellaneous Fees	2018 Fee
Campgrounds: Inspection – Up to 25 Sites Inspection – 26 to 500 Sites Inspection – 500 + Sites Follow-up Inspection Fee	\$150 \$275 \$525 \$150
DHS: Partial Inspection Full Inspection Plan Review Water Testing Lab Fees (Bacteria, partial Chemical and Uranium)	\$275 \$395 \$315 \$53
Swimming Pools: Annual Inspection (per pool) Follow-up Inspection Fee	\$150 \$150
Body Art Establishment: Annual Inspection Plan Review Follow-up Inspection	\$275 \$315 \$150
Septage Program Truck Inspection Receiving Site Inspection Land Application Site Inspection Cropping Plan Review	\$75 \$75 \$250 \$150
Consultation Rate	\$85/hr
Appeals to the Board of Health	\$500
Return Check Handling Fee (WUPHD Fee + Bank Fee)	\$31 + Bank Fee
Refund Processing Fee	\$15
Chemical Test Kit	\$6
Food Thermometer	\$12 or cost
Lead Test Kit (3 test swabs and test key)	\$10
HEPA Vacuum Deposit/Rental Charge	\$25/\$25
Photocopies	Labor + \$0.10 per page

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