

WESTERN UPPER PENINSULA HEALTH DEPARTMENT
2010 Environmental Health Fee Schedule
 Approved by the WUPHD Board of Health on August 31, 2009
 Rates effective 10/01/09

Food Service Establishment Fee Categories	WUPHD 2010 Fee	State of Michigan Surcharge
Annual License Fee Seating Capacity: 0-50 Seats	\$395	\$27
Annual License Fee Seating Capacity: 51-100 Seats	\$464	\$27
Annual License Fee Seating Capacity: 101+ Seats	\$522	\$27
Annual License Fee - Conference Center	\$768	\$27
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	\$27
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.	\$278	\$27
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	\$115	\$5
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	\$27
Temporary Food Service License For Profit	\$58 > 5 days \$88 < 5 days \$118 same day	\$8
Temporary Food Service License Non-Profit	\$34 > 5 days \$64 < 5 days \$94 same day	\$5
STFU License Fee (\$142.00 state mandated fee for 2010)	\$101.00	\$41
Vending Machines	\$60 per Location Plus \$5/ per Machine	\$3
Food License Renewal Late Fee	\$125	n/a

Food Service Establishment Fee Categories	WUPHD 2010 Fee	State of Michigan Surcharge
Annual Mobile Unit License Fee	\$175	\$27
Follow-up Inspection Fee A follow-up inspection fee will be charged for every follow-up inspection performed by the department. Follow-up inspection fees will be added to the annual license fee and are due by April 30 th	\$85	NA
Plan Review Fee - STFU	Current MI State Fee	NA
Plan Review Fee For new construction or extensive remodeling	\$580	NA
50% fee increase if plan review follows a Stop Work Order	\$870	
Plan Review Fee For limited remodeling of an existing food service establishment	\$175	NA
50% fee increase if plan review follows a Stop Work Order	\$264	
Enforcement Hearing Fee Applies to a formal hearing before a hearing board	\$290	NA
Ownership Change Fee Applies only when menu changes are proposed	\$115	NA
Pre-purchase Facilities Assessment	\$290	NA

Residential On-Site Sewage Program Fee Category All PERMIT FEES ARE DOUBLED IF SYSTEM IS INSTALLED WITHOUT A CONSTRUCTION PERMIT	2010 Fee
Site Evaluation	\$180
Site Evaluation Revisit	\$115
Sewage System Construction Permit – Conventional System	\$230
Sewage System Construction Permit – Non-Conventional (Wisconsin Mound, Lagoon)	\$463
Advanced Treatment System Permit (Staff time in excess of 15 hours billed at \$60.00/hour)	\$1330
Annual Monitoring Inspection – Advanced Treatment Sewage Systems, Lagoons, Community Sewage Systems	\$150
Follow-up Inspection for Advanced Treatment, Lagoon, & Community Sewage Systems	\$115
Septic Tank Replacement, Privy, or Compost. Toilet Permit Fee	\$85
Drainfield Replacement Permit	\$230
Existing System Evaluation: (Water or Sewage System)	\$250
(Both Water and Sewage System)	\$275
Re-inspection Fee (due to improper installation)	\$117
Pump and Haul Annual Monitoring Fee	\$85
Subdivision Plat/Site Condominium Plat Review	\$450 + \$50/lot
Community Sewage System: < 6,000 gpd	\$626
6,000 gpd to 10,000 gpd	\$1330

Any size with advanced treatment	\$1330
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Commercial On-Site Sewage Program Fee Category	2010 Fee
Site Evaluation	\$180
Site Evaluation Revisit Fee	\$115
Sewage System Construction Permit < 1000 gpd discharge	\$300
Sewage System Construction Permit: 1000 gpd to 6000 gpd	\$626
Sewage System Construction Permit: 6000 gpd to 10,000 gpd	\$1330
Advanced Treatment System Permit (Staff time in excess of 15 hours billed at \$60.00/hour)	\$1330
Annual Monitoring Inspection – Advanced Treatment Sewage Systems, Lagoons	\$450
Follow-up Inspection for Advanced Treatment & Lagoon Systems	\$115
Septic Tank Replacement Permit Fee	\$85
Existing System Evaluation: (Water or Sewage System) (Both Water and Sewage System)	\$250 \$275
Re-inspection Fee (due to improper installation)	\$115
Pump and Haul Annual Monitoring Fee	\$85
Sewage System Installer License Fee (3 years)	\$75

Water Supply Program Fee Category	2010 Fee
Residential Well Construction Permit Fee (includes site evaluation, final inspection and \$26 lab fees)	\$240
Condominium or Subdivision Test Well	\$290
Type III Public Well Permit Fee	\$290
Type II Public Well Permit Fee	\$348
Type II Well Upgrade	\$175
Type II Sanitary Survey Follow-up Inspection Fee	\$85
Hydraulic Fracturing Reviews	\$115
Water Sample Collection Fees	\$60
Geothermal Well Construction Permit Fee Residential Commercial (1 to 14 wells) Commercial (15 to 25 wells)	\$240 \$290 \$348

Miscellaneous Fees	2010 Fee
Campgrounds: Inspection – Up to 25 Sites	\$170
Inspection – 26 to 500 Sites	\$225
Inspection – 500 + Sites	\$450
Temporary Campground Inspections	as listed above
Follow-up Inspection Fee	\$100
FIA: Partial Inspection	\$230
Full Inspection	\$350
Plan Review	\$400
Swimming Pools: Annual Inspection Fee / Pool	\$115
Follow-up Inspection Fee	\$100
Consultation Rate	\$68
Appeals to the Board of Health	282
Return Check Handling Fee (WUPHD Fee + Bank Fee)	\$30 + Bank Fee
Refund Processing Fee	\$15
Chemical Test Kit	\$6
Food Thermometer	\$11
Lead Test Kit (3 test swabs and test key)	\$10
HEPA Vacuum Deposit/Rental Charge	\$25/\$25
Photocopies	Labor + \$0.10 per page

Body Art Establishment Fee Category	2010 Fee
Body Art Establishment Annual Inspection Fee	\$225
Body Art Technician Annual Permit	\$60
Body Art Establishment Plan Review	\$285
Temporary Body Art Establishment Inspection Fee	\$60
Temporary Body Art Technician	\$30
Re-inspection Fee	\$60

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.