

HABERSHAM COUNTY BOARD OF COMMISSIONERS

EXECUTIVE SUMMARY

SUBJECT: Habersham County Environmental Health- New Fee Schedule

DATE: September 8, 2023

☒ **RECOMMENDATION**

☐ **POLICY DISCUSSION**

BUDGET INFORMATION:

☐ **STATUS REPORT**

ANNUAL-

☐ **OTHER**

CAPITAL-

PRESENTED BY: Marcus Hall

COMMISSION ACTION REQUESTED ON: September 18, 2023

PURPOSE: Request for approval of the 2023 Environmental Health Fee Schedule as approved by the Habersham County Board of Health.

BACKGROUND / HISTORY: At their last regular meeting on July 14, 2023, the Habersham County Board of Health approved the attached updated Environmental Health Fee Schedule. The last major increase to the Environmental Health Fee Schedule occurred in 2019. OCGA 31-3-4 requires approval of fees charged for environmental health services as approved by the county board of health to also be approved by the county governing authority. The Board of Health respectfully requests that the Habersham County Board of Commissioners consider adoption of this updated fee schedule for implementation starting January 1, 2024.

FACTS AND ISSUES:

- The Board of Health approved updates to the Environmental Health Fee Schedule at their July 14, 2023 meeting.
 - The last major increase to the Environmental Health Fee Schedule occurred in 2019.
 - OCGA 31-3-4 requires approval of fees charged for environmental health services as approved by the county board of health to also be approved by the county governing authority.
 - The Board of Commissioners is being requested to consider adoption of this updated fee schedule for implementation starting January 1, 2024.
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OPTIONS:

- 1) Approve recommendation
 - 2) Deny recommendation
 - 3) Commission defined alternative
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RECOMMENDED SAMPLE MOTION: I move to approve the updated 2023 Environmental Health Fee Schedule as shown in the provided attachment to become effective January 1, 2024.

DEPARTMENT:

Prepared by: Marcus Hall

Director: _____

**ADMINISTRATIVE
COMMENTS:**

_____ **DATE:** _____

County Manager

2023 Habersham County Proposed Fee Adjustment

<u>Fee Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>Neighboring County Ranges</u> (Hall, White, Stephens and Rabun)	<u>Comments</u>
<u>Food Service</u>				
Plan Review			\$75.00 - \$300.00	
Minor Review (Menu Change, Minor Reno, Ownership Change, Update equipment)	\$150.00		\$200.00 - \$400.00	
Major Review (Special process, New facility)	\$200.00		\$200.00 - \$400.00	
Initial Permit	\$200.00		\$200.00 - \$400.00	
Initial Permit Mobile (Base Operation & 1 Mobile Unit)	\$250.00		\$200.00 - \$400.00	
Annual Inspection Fee (0-25 seats)	\$200.00		\$200.00 - \$400.00	
(26-50 seats)	\$225.00		\$200.00 - \$400.00	
(51-100 seats)	\$250.00		\$50.00 - \$150.00	
(100+ seats)	\$275.00		\$25.00 - \$40.00	
Base/Mobile/Extended Kitchen (annual fee per each permit)	\$175.00			
Late Fee- (Annual Inspection)	Annual Fee x2		\$100 - Annual Fee x2	
Mobile Food Unit (MFU) Authorization Fee	n/a	\$50.00		new fee
Authorized MFU Inspection Fee	n/a	\$100.00		new fee
Unauthorized FS Operations	n/a	\$500.00	\$500.00	new fee
Re-inspection Fee (After Unsatisfactory Inspection)	\$150.00			
Site Prior Evaluation	\$75.00			
Food Safety Examination Proctor Fee (CFSM)	\$100.00	\$100.00		fee type clarification
Food Safety Course Book ONLY	\$80.00	Book cost +\$25 admin fee		new fee
Food Safety Training (Group)	\$100.00			
Temporary FS Vendor Inspection Fee	n/a	\$50.00	\$35.00-100.00	new fee
Temporary FS Organizer Plan Review Fee (For Profit Events)	n/a	\$50.00		new fee
HACCP Plan/Variance Review	\$100.00			
<u>Tourist Accommodation</u>				
Plan Review	\$150.00		\$150.00 - 200.00	
Change of Ownership	Remove Item	Remove Fee		
Initial Permit	\$200.00		\$125.00 - \$200.00	
Annual Inspection Fee			\$200.00	
0-5 Rooms	\$150.00		\$50.00 - 100.00	
6-30 Rooms	\$175.00		\$150-200.00	
30 or more Rooms	\$200.00		\$150-200.00	
Late Fee (Annual Inspection)	Annual Fee x2		\$100 - Annual Fee x2	
Re-inspection Fee (After Unsatisfactory Inspection)	\$100.00	\$150.00	\$100.00-150.00	new fee
Unauthorized TA Operations	n/a	\$500.00	\$500.00	new fee
Site Prior Evaluation	n/a	\$75.00		new fee
<u>Public Recreational Water</u>				
Plan Review	\$150.00	\$250.00	\$100.00-300.00	new fee
Annual Operating Permits:				
Public Swimming Pool/Water Park	\$100.00			
Spa	\$100.00			
Each Additional Spa/Pool	\$25.00			
Re-inspection Fee (After Unsatisfactory Inspection)	\$100.00	\$150.00	\$35.00-150.00	new fee
Unauthorized Public Recreational Water Operations	n/a	\$500.00	\$300.00	new fee
Site Prior Evaluation	n/a	\$75.00		new fee
<u>Body Art</u>				
Plan Review	\$150.00	\$200.00	\$60.00-100.00	new fee
Temporary Body Art Studio Fee	n/a	\$50.00		new fee
Temporary Body Artist Permit Fee	n/a	\$50.00		new fee
Guest Body Artist Permit Fee	n/a	\$50.00		new fee
Body Art Exam Fee	n/a	\$50.00		new fee
Initial Studio Inspection and Permitting Fee	n/a	\$200.00	\$75.00-325.00	new fee
Facility Annual Inspection Fee	\$100.00	\$200.00	\$100.00 - 450.00	new fee
Late Fee- (Annual Inspection)	n/a	Annual Fee x2	\$100 - Annual Fee x2	new fee

Body Art (continued)

Re-inspection Fee (After Unsatisfactory Inspection)	\$100.00	\$150.00
Unauthorized Body Art Operations	n/a	\$500.00
Site Prior Evaluation	n/a	\$75.00
Body Art Technician Permit	Remove Item	Remove Fee
Body Art Technician Annual Inspection	Remove Item	Remove Fee

Water Sampling

Bacteriological Sample for Individual Well	\$50.00	\$50.00
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\$75.00 - 150.00

new fee

new fee

new fee

Rabies

Specimen for Testing (Non-Exposure)	\$50.00 + lab and shipping fees	\$50.00 + lab and shipping fees
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Fee to match the cost as determined by the GA Public Health Laboratory.

Fee only applies to specimen tested for voluntary reasons.

Landuse

Septic Tank Permit (Residential)	\$200.00	
Septic System Permit Renewal Fee (After Expiration)	\$200.00	
Addition/Modification Permit	\$100.00	
Existing Septic System Evaluation	\$150.00	
Septic Tank Permit (Commercial)		
0 – 1000 gallons	\$300.00	\$350.00
1001 gallons- 3000 gallons	\$425.00	\$450.00
3001 gallons- 6000 gallons	\$500.00	\$550.00
6001 gallons- 10,000 gallons	\$500.00	\$700.00
Plat Stamp - Individual Lot Review	\$75.00	\$100.00
Preliminary S/D Review Fee 10 Lots or less		\$100.00
Preliminary S/D Review Fee 11-30 Lots		\$200.00
Preliminary S/D Review Fee 31-50 Lots		\$250.00
Preliminary S/D Review Fee 50+ Lots		\$300.00
(Plus \$10.00 per lot over 50 lots)		
FINAL S/D Review Fee Per Lot (5 or more lots)	\$35.00	\$50.00
On-Site Assessment Fee (pre-purchase or by request)	\$75.00	\$75.00
Advanced Treatment Permit (ATU or ATS)	\$200.00	\$300.00
Pump System Inspection Fee	\$100.00	\$100.00
Re-Inspection Fee (after failed inspection)	\$55.00	\$150.00
Pump System Without ATU (Plus Application Fee)	Remove Item	Remove Fee
Pre-Purchase Site Evaluation	Remove Item	Remove Fee
Septic Tank Location Verification (Re-evaluation)	Remove Item	Remove Fee
Repair Permit		
Residential	\$75.00	
Commercial	\$150.00	
Existing Septic System Evaluation		
Residential	\$75.00	
Commercial	\$150.00	
Special Case Septic Permit (for litigation/illegal install)	\$500.00	
Septage Removal/Portable Sanitation Annual Permit Fee	\$100.00	\$125.00
Each Additional Vehicle	\$25.00	\$30.00
Late Submission Fee		x2 Annual Fee

\$150-\$500

\$100 <= Initial Permit Fee

\$100-\$200

\$100-\$300

\$300-375.00

new fee

\$350-475.00

new fee

\$450-675.00

new fee

\$850-1075.00

new fee

\$25.00-50.00

new fee

\$50.00-300.00

new fee

\$50.00-300.00

new fee

\$50.00-300.00

new fee

\$50.00-300.00

new fee

\$50.00-300.00

new fee

\$40-100

new fee

\$50.00 - 200.00

fee type clarification

\$500.00

new fee

\$75-150

fee type clarification

\$100-150

new fee

Additional Fees

Copies (Records Request)	\$0.10/pg. (or as per OCGA)
Missed Appointment Fee (without notification)	\$50.00
Facility Permit Name Change (FS, TA, SP, BA)--Same Ownership	\$25.00