

**2016-2017 ICHD Environmental Health Fee Schedule
Effective October 1, 2016 THRU September 30, 2017**

Program Fee Name	Description	License Fee		
Water Supply Well and On-Site Septic Disposal Programs				
Well Permit	Permit to construct or alter a private residential, type II, type III, or irrigation well	\$ 385.00		
Septic Permit	A new or repair permit for residential or commercial septic (and drain field)	\$ 850.00		
Septic Tank Permit	New or replace septic tank only	\$ 350.00		
Combined Well & Septic Permit	Repair/replace and new well and septic	\$ 1050.00		
Septic Plan Review	Alternative on-site sewage system plan review	\$ 311.00		
Vacant Land Evaluation	Application for residential or commercial lot soil evaluation	\$ 390.00		
Township Evaluation	Municipal required evaluation of well and/or septic	\$ 100.00		
Type II Inspection	Non-community sanitary survey	Transient \$ 430.00	Non-Transient \$ 495.00	
Point of Sale Program (POS)				
Point of Sale Application	Administrative processing fee of Point of Sale (POS) application	\$ 250.00		
On-Site Evaluation	On-site evaluation of the well and septic	\$ 450.00		
Waste Treatment Evaluation	Evaluation of the waste treatment system	\$ 350.00		
Well Evaluation	Evaluation of the well	\$ 250.00		
Point of Sale Inspector Renewal	Annual renewal fee of inspector's certification	\$ 200.00		
Child or Adult Foster Care Program (DHS)				
Inspection	Full inspection of the water system, sewage disposal, building, and grounds	\$ 280.00		
Campgrounds Program				
Inspection	Full inspection of the water system, sewage disposal, and the campgrounds facilities	Permanent \$ 415.00	Temporary \$ 185.00	
Tobacco and Electronic Smoking Device Program				
Sales License	Retail sales license to permit the selling of tobacco and electronic smoking devices	Non East Lansing \$ 335.00	East Lansing \$ 290.00	
Change of Ownership	If a business that is currently selling tobacco or electronic smoking devices undergoes a change of ownership, the license is non-transferable; the new owner must obtain a new license	Non East Lansing \$ 150.00	East Lansing \$ 130.00	
Vending Machine Sales License	To permit the sales of tobacco or electronic smoking devices	\$ 335.00		
Temporary License	To permit the sale of tobacco or electronic smoking devices under a temporary/sampling basis	\$ 130.00		
Late Fee/Failure to Report a Change of Ownership	If a business has been operating without notifying the county of a change of ownership or the license is not submitted by the required due date	\$ 200.00		
Body Art Program				
License Renewal	Annual renewal fee to operate a body art facility	\$ 330.00		
Initial License (including Plan Review)	Initial license fee to operate a body art facility	\$ 760.00		
Pollution Prevention (P2) Program				
Reporting	This fee is based on the maximum aggregate storage inventory at one time. This reporting fee is due with the annual status sheet submitted by March 1st of each year	Category 1 56-499 Gallons (450-4,499 pounds) \$ 70.00	Category 2 500-4999 Gallons (4500-44,999 pounds) \$ 145.00	Category 3 5000+ Gallons (45000+ pounds) \$ 220.00
Inspection	This fee is based on the maximum aggregate storage at one time. If an inspection is required, the inspection fee will be included in the reporting invoice.	Category 1 56-499 Gallons (450-4,499 pounds) \$ 145.00	Category 2 500-4999 Gallons (4500-44,999 pounds) \$ 235.00	Category 3 5000+ Gallons (45000+ pounds) \$ 350.00
Pool Program				
Inspection	Annual full inspection of the pool area, equipment, and water quality	\$ 175.00		
Additional Pool -Same Location		\$ 100.00		
Late Payment	When a pool payment for an annual inspection has not been received after 30 days of being invoiced	\$ 130.00		

Re-Inspection	Re-inspection needed due to a violation not being corrected at the time of the previous inspection	\$ 200.00			
Food Program					
Fixed Food Service License	Category 1: Serving only, Take Out Pizza Only, Religious Organizations, Concessions, Coffee Shop, Donuts, Ice Cream, School Kitchen (K-12), Fraternal/Civic Organizations, Bar With Limited or No Potentially Hazardous Foods (PHF)	License/Renewal \$ 470.00	Full Plan Review \$ 970.00	New Owner/Evaluation \$ 515.00	New Owner w/ minimal Plan Review \$620.00
Fixed Food Service License	Category 2: Full Service w/o Alcohol - Fast Food, Pizza with Additional Menu, Catering Operations, etc.	License/Renewal \$ 645.00	Full Plan Review \$ 1350.00	New Owner/Evaluation \$ 725.00	New Owner w/ minimal Plan Review \$760.00
Fixed Food Service License	Category 3: Full Service with Alcohol - Larger More Complicated Menus, Fine Dining, Institutional (Large Campus Cafeterias, Hospitals, Large Hotels.	License/Renewal \$ 915.00	Full Plan Review \$ 1945.00	New Owner/Evaluation \$ 1055.00	New Owner w/ minimal Plan Review \$1170.00
Special Transitory Food Unit (STFU) License	Transitory Food Unit that is capable of traveling around the State of Michigan	License/Renewal \$ 152.00	Full Plan Review \$ 495.00	New Owner/Evaluation \$ 445.00	New Owner w/ minimal Plan Review n/a
Special Transitory Food Unit (STFU) Inspection	Fee for each individual inspection. Two inspections are required each licensure year.	\$ 90.00			
Mobile License	Transitory Food Unit that must report to a commissary daily	License/Renewal \$ 360.00	Full Plan Review \$ 495.00	New Owner/Evaluation \$ 415.00	New Owner w/ minimal Plan Review n/a
Seasonal License	A facility that is in operation 9 months or less in the calendar year	License/Renewal \$ 275.00	Full Plan Review TBD	New Owner/Evaluation TBD	New Owner w/ minimal Plan Review TBD
Late Payment	Late fee for a Food Service license effective the first business day following April 30th	\$ 135.00			
Temporary Food License	License fee for a food operation with preparation for a temporary amount of time. This license is issued for a single location for a maximum of 14 consecutive days.	\$ 195.00			
Temporary License Late Payment	Any temporary food service license application that is received less than 5 days prior to the event	\$ 390.00			
Construction/ Remodeling Without Approval	When a facility begins construction or remodeling without approval from the Health Department	\$ 790.00			
Plan Review Re-Evaluation or Re-Submission	Fee to accompany any revised plan review after previously submitting plans	\$ 500.00			
Enforcement- Follow-up Inspection Fee	When a follow-up inspection is needed to assess compliance for violations from the previous inspection	\$ 150.00			
Enforcement- Fee For New Owner Operating Without a New License	If a business undergoes a change of ownership, the license is non-transferable; the new owner must obtain a new license, if the owner does not do this they will be operating without a valid license	\$ 650.00			
Enforcement- Hearing	Enforcement conference with office administration (Informal) Enforcement conference with Health Department Administration (Formal)	Informal \$ 1000.00		Formal \$ 1000.00	
<i>** Fees include the State of Michigan fee of \$27.00 for Fixed, Seasonal, and Mobile licenses, \$40.00 for Special Transitory Food Unit (STFU) licenses, and \$8.00 for Temporary licenses.</i>					
Miscellaneous Fees					
Hourly Rate	Hourly rate for any services not specified on this current fee schedule	\$ 100.00			
Late Fee	Late fee for all licenses not specified within their program above, effective 30 days after the due date	\$ 130.00			
Sanitary Code Appeal	A Board of Health meeting to appeal a sanitary code decision that was made	\$ 130.00			
Returned Check	Any checks that are returned with insufficient funds	\$ 30.00			

***Authority to charge Environmental Health fees is granted by the Michigan Public Health Code, Act 368 of 1978 as amended, and the Ingham County Sanitary Code, Resolution #73-67 as amended. This fee schedule was approved by Ingham County Resolution #15-193 as amended. The Electronic Smoking Device regulation was adopted by Ingham County resolution #15-436.*