

Mark-up Version

of

SANTA BARBARA COUNTY PUBLIC HEALTH DEPARTMENT ENVIRONMENTAL HEALTH SERVICES FEE SCHEDULE FOOD FACILITIES

1. Health Permit Fees

An annual Health Permit is required for the operation of all retail food facilities. The annual permit fee shall be based on the total square footage of floor space of the food facility (including any room, building, or place, or portion thereof, maintained, used, or operated for the purpose of storing, preparing, serving, manufacturing, packaging, transporting, salvaging, or otherwise handling food at the retail level) unless assigned a fixed fee as indicated in the "Type of Fee" column below. Food facilities include, but are not limited to: bakeries, bars, bed and breakfasts, cafeterias, certified farmers' markets, coffee shops, convenience stores, commissaries, grocery stores, licensed health care facilities, mobile food facilities, mobile support units, produce stands, restaurants, snack bars, temporary food facilities, caterers, host kitchens, cottage food operations, [microenterprise home kitchen operations](#) and vending machines. Any other terms not specifically defined herein shall have the meanings set forth in Health and Safety Code §113728 et seq.

| Service/Permit | Type of Fee | Fee |
|--|----------------------------|------------------------|
| Retail Food Facilities | | |
| Annual Health Permit: <500 square feet | Annual Fee | \$ 391 |
| Annual Health Permit: 501-1500 square feet | Annual Fee | \$ 556 |
| Annual Health Permit: 1501-3000 square feet | Annual Fee | \$ 842 |
| Annual Health Permit: 3001-10,000 square feet | Annual Fee | \$ 922 |
| Annual Health Permit: over 10,000 square feet | Annual Fee | \$1,017 |
| Annual Health Permit: Low Risk | Annual Fee | \$ 244 |
| Mobile Food Facilities (MFF) | | |
| MFF: Mobile Food Facility and Mobile Support Unit | Annual Fee | \$ 310 |
| MFF: Low Risk | Annual Fee | \$ 157 |
| MFF: Preparation Unit | Annual Fee | \$ 468 |
| Other Food Facilities | | |
| Satellite Dining Facility | Annual Fee | \$ 410 |
| School Dining Facility | Annual Fee | \$ 585 |
| Vending Machine w/potentially hazardous food, each | Annual Fee | \$ 75 |
| Cottage Food Operations: Class B Permit & Pre-operating Inspection (indirect sales) | Annual Fee | \$ 354 |
| Microenterprise Home Kitchen Operations : | Annual Fee | \$ 391 |
| Certified Farmers' Market | | |
| Certified Farmers' Market (non potentially hazardous) 2-10 | Fixed Fee | \$ 385 |
| Certified Farmers' Market (non potentially hazardous) 11 or more | Fixed Fee | \$ 674 |
| Tier 1: Certified Farmers' Market w/potentially hazardous food 2-10 | Fixed Fee | \$ 535 |
| Tier 2: Certified Farmers' Market w/potentially hazardous food 11 or more | Fixed Fee | \$ 935 |
| Temporary Food Facilities (TFF) | | |
| TFF: Tier 1: Event Coordinator (2-6) | Fixed Fee | \$ 384 |
| TFF: Tier 1: Event Coordinator (2-6) Non-Profit | New Fixed Fee | \$ 384 |

| Service/Permit | Type of Fee | Fee |
|--|---------------|--------|
| TFF: Tier 2: Event Coordinator (7 or more) | Fixed Fee | \$ 761 |
| TFF: Tier 2: Event Coordinator (7 or more) Non-Profit | New Fixed Fee | \$ 761 |
| TFF: Booth (max 500 sf) - One Time | Fixed Fee | \$ 196 |
| TFF: Booth (max 500 sf) - One Time (Non-Profit) | New Fixed Fee | \$ 196 |
| TFF: Booth - Low Risk (max 500 sf) - One Time | Fixed Fee | \$ 100 |
| TFF: Booth - Low Risk (max 500 sf) - One Time (Non-Profit) | New Fixed Fee | \$ 100 |
| TFF: Booth (max 500 sf) - Recurring | Fixed Fee | \$ 383 |
| TFF: Booth - Low Risk (max 500 sf) - Recurring | Fixed Fee | \$ 190 |

2. Plan Review Fees, Application plus hourly fees

All proposed new, remodel, or change in operation of food facilities, including Microenterprise Home Kitchen Operations, -must submit a Plan Review application, on a form approved by the EHS Director, with the appropriate application fee. The application fee shall also be applied when a facility re-initiates operations after having been closed for business. Note: Facilities that have been operating without benefit of permit will not be exempt from application fees.

A processing fee is required on all applications for plan review and approval to construct or remodel a permanent or mobile food facility. The application fee is part of the overall plan review project and is non-refundable.

Application Fee \$255

Hourly plan review fees include plan reviewing, construction evaluation and final inspection services. Plans that are found to be unsatisfactory will be returned for revision. Environmental Health Services will not issue plan approval or final construction approval until all applicable fees have been paid.

Hourly Plan Review Fee \$161/per hour

3. Other Services – Hourly Rate

An hourly rate fee, determined by the number of person-hours expended by Environmental Health Services personnel, including reasonable travel time and rounded up to the nearest one-quarter hour, shall be charged for the following services:

- A. Non-Compliance Reinspection Fee (each occurrence) – Follow-up investigations and/or reinspections when violations remain uncorrected after a routine/original inspection and one scheduled reinspection. The hourly rate shall apply to the second reinspection and all subsequent reinspections, including reasonable travel time, until all violations have been corrected.
- B. Consultation Services – Special inspections or consultations requested by operators or prospective new facility operators.
- C. Notices of Violation – Preparation, issuance and monitoring of compliance in conjunction with a Notice of Violation or other enforcement action.

Hourly Rate \$161

4. Operating Without a Permit

Pursuant to Health and Safety Code §114387, any person operating a food facility without a valid Health Permit shall be subject to closure of the food facility and a penalty not to exceed three times the cost of the Health Permit. This financial penalty shall be in addition to the plan review/construction fee and the Health Permit fee required by this resolution.

5. Additional Program Charges

| | |
|--------------------|----------|
| Photocopies, each | \$ 0.35 |
| Returned Check fee | \$ 41.00 |

6. Prorating of Fees

The County reserves the right to prorate all fees described in this resolution at the discretion of the EHS Director.

7. Delinquent Fees

Fees invoiced by Environmental Health Services as outlined in this fee resolution that are not paid by the due date on the invoice shall be considered delinquent, and the following additional charges added:

- A. During the first thirty days of delinquency, any unpaid portion of the fee will have a penalty of 10% assessed.
- B. After thirty days of delinquency, an additional penalty of 15% of the unpaid balance will be assessed and a Final Notice will be issued.
- C. If the delinquent fee is for a required Health Permit and such permit is not obtained within two weeks from the issuance of a Final Notice, a Notice of Violation will be issued for operating without a valid Health Permit and the facility owner will have 48 hours to obtain a valid permit or face closure. At this time, the operator will be required to pay for a valid Health Permit, as well as any penalty fees assessed during the delinquent period, before resuming operation.
- D. If the fee, including any penalty assessed pursuant to this resolution, is not paid within three weeks from the date of the Final Notice the unpaid balance may be referred to either the County Treasurer/Tax Collector’s office or the County’s contracted collection agency for collection. In addition to the fee(s) and any penalties associated with delinquent fee(s) described above, accounts referred for collection shall be charged the actual cost associated with collection efforts. The delinquency fees are in addition to any other remedies available to the County.
- E. If any person required to pay a fee pursuant to this resolution has an outstanding balance due for any service rendered by Environmental Health Services, any past due amount shall be paid before Environmental Health Services will approve a subsequent application from that person or renewal of an existing permit for that person, unless such past due amount is waived or reduced as provided in this resolution.

8. Contest of Charges

Any person required to pay fees or charges pursuant to this resolution may file a written notice of contest of charges accompanied by such materials as will support the claim for relief, including payment in full as invoiced, with the EHS Director (or designee) for determination of the correct amount of fees due under this resolution.

Such written notice shall be filed with the EHS Director (or designee) within 45 days after mailing or personal delivery of the fee invoice or other notification of fees due. This period may be extended by

the EHS Director upon a showing of good cause. Upon receipt of such written notice of contest of fees, the EHS Director (or designee) shall make a decision on the contested fees. The decision shall be final with no further right of review. Failure to include payment in full as invoiced will result in denial of review.

Refunds made as a result of this process shall be paid by Environmental Health Services and shall not include interest.

9. Fee Waiver

Any person required to pay fees pursuant to this fee resolution may file a written application, including payment in full as invoiced, with the Board of Supervisors for a waiver or reduction of any said fees, or any part thereof. The Board of Supervisors may waive or reduce the fees to the extent permitted by law and public policy, upon a showing of good cause by the applicant. The application shall be filed with the Clerk of the Board of Supervisors within 45 days after mailing or personal delivery of the fee invoice. Failure to include payment in full as invoiced will result in denial of review.

Refunds made as a result of this process shall be paid by Environmental Health Services and shall not include interest.