

# **REGULATIONS OF THE EL PASO COUNTY BOARD OF HEALTH**

**EL PASO COUNTY, COLORADO**

## **Chapter 3**

### **Fee Schedule and Civil Penalties**

**El Paso County Public Health  
1675 W. Garden of the Gods Road, Suite 2044  
Colorado Springs, CO 80907  
(719) 578-3199**

### CHAPTER 3

#### FEE SCHEDULE AND CIVIL PENALTIES

##### SECTION 3.1: FEES

A. Effective January 1, 2018, the following fees are adopted by the Board of Health pursuant to Subpart 3 of Part 5 of Title 25, C.R.S., and shall be charged by Public Health for services indicated:

<b>2018 FEE SCHEDULE</b>	
<b>SERVICE</b>	<b>FEE</b>
<b>Air Quality</b>	
Construction Activity Permit (Per Six Months)	\$165.00 per six months
<b>Body Art</b>	
Body Art Regulations Competency Exam	\$30.00 per attendee
Body Art Plan Review (including pre-operational inspections)	\$315.00
Body Art Establishment License	\$345.00
Temporary Event Fee	\$120.00 per vendor
Body Art Change in Ownership	\$176.00
Body Art Follow-Up Inspections	\$75.00
<b>Food Safety</b>	
Food Handler Training	\$15.00 per attendee
Review of Potential Retail Food Establishment Site (1)	\$75.00, or actual cost at \$62.00 per hour, whichever is greater
Change in Ownership Inspection (2)	\$120.00(non-refundable)
Change in Ownership Inspection (Additional Inspections) (2)	\$65.00 (non-refundable)
RFE Plan Review Application	\$100.00 (non-refundable)
Special Event License – Full Menu	\$100.00 per 1 Day Event \$174.00 per 1- 8 Day Event \$330.00 Multiple Events
Special Event License – Limited Menu	\$75.00 per 1 Day Event \$125.00 per 1- 8 Day Event \$235.00 Multiple Events
Retail Food Establishment License	Per Section 25-4-1607 C.R.S.

RFE Plan Review and Pre-opening Inspection	\$62.00 per hour not to exceed \$580.00
RFE Equipment/Product Review Application	\$100.00 (non-refundable)
RFE Equipment/Product Review	\$62.00 per hour not to exceed \$280.00
RFE HACCP Plan Review (Written) (3)	\$62.00 per hour not to exceed \$100.00
RFE HACCP Plan Review (Operational) (4)	\$62.00 per hour not to exceed \$200.00
RFE Other Services Requested	\$62.00 per hour
<b>Onsite Wastewater Treatment System (OWTS)</b>	
OWTS Installer Tier 1 / 2-year License	\$125.00 per 2-year
OWTS Installer Tier 2 /2-year License	\$150.00 per 2-year
Certified Inspector	\$150.00 per 2-year
Certified Operation and Maintenance Specialist	\$150.00 per 2-year
New Onsite Wastewater Treatment (OWTS) Permit	\$750.00 /permit + \$23.00 CDPHE Charge PLUS applicable fee for EPC Development Services Department Review Charge
OWTS Return Trip Fee (5)	\$90.00
Major Repair OWTS Permit (6)	\$535.00 /permit
Minor Repair OWTS Permit (7)	\$245.00 /permit
OWTS Variances	\$59.00 per hour (nonrefundable)
Altered / Renewed OWTS Permit	\$90.00 per permit
Pumper Truck Inspection (Systems Cleaner)	\$90.00 per truck
OWTS Transfer of Title Acceptance Document	\$55.00
OWTS Transfer of Title Acceptance Document Renewal	\$27.00
<b>Recreational Water (Commercial Pools/Spas)</b>	
Plan Review	\$250.00
Inspections – Year Around Pool/Spa Facilities	\$207.00
Inspections – Seasonal Pool/Spa	\$130.00
Follow-Up Inspections	\$62.00

Approved by the Board of Health December 4, 2017

Additional Body(s) of Water	\$35.00 per body of water
Additional Services Recreational Water Program	\$62.00 per hour
<b>Compliance and Enforcement</b>	
Certificate of Non-Compliance Release	\$100.00
<b>Administration</b>	
Copy of State/Local Regulations	\$5.00 per copy
File Search	\$50.00 per search
Non-Sufficient Funds	\$30.00
Other Administrative Requested Services	\$30.00 per hour

- (1) An onsite evaluation of a potential retail food establishment location.
- (2) An onsite inspection of an approved retail food establishment that has undergone a change in ownership or an establishment that otherwise needs an onsite inspection prior to opening and for which changes to the facility do not meet the requirements of a plan review.
- (3) A written document, based on HACCP (Hazard Analysis Critical Control Point) principles developed by the National Advisory Committee on Microbiological Criteria for Food, which formally identifies specific hazards that can adversely affect the safety of a food product and proposes control measures to maintain food safety.
- (4) An observed process, based on HACCP principles developed by the National Advisory Committee on Microbiological Criteria for Food, that is conducted at an establishment and which formally identifies specific hazards that can adversely affect the safety of a food product and provides control measures to maintain food safety.
- (5) "Return Trip" is defined as a revisit to a property by a member of the EHS staff to complete an inspection of an OWTS that was not ready or installed improperly for the inspection on the day and time of the request.
- (6) Repair, alteration or addition to the soil treatment area (absorption area).
- (7) Repair or replacement of any portion of the system from the structure to the soil treatment area with the exception of repair or replacement of tank baffles and collapsed lines as depicted in the as-built drawings on file at Public Health.

<b>Child Care Health and Sanitation Inspection</b>				
<b>TYPE OF FACILITY</b>	<b>ROUTINE</b>	<b>PRE- OPERATIONAL (1)</b>	<b>FOLLOW- UP</b>	<b>ROOM CHANGE</b>
Child Care	\$155	\$120	\$75	\$80
School Age (Before and After)	\$117	\$120	\$75	\$80
Preschool	\$119	\$120	\$75	\$80

Approved by the Board of Health December 4, 2017

Group Homes	\$124	\$120	\$75	\$80
Residential Summer Camps	\$220	\$120	\$75	\$80
Large Summer Camps	\$175	\$120	\$75	\$80
Residential/Day Treatment Center	\$140	\$120	\$75	\$80
Child Care Plan Review (including pre-operational inspections)	\$185			

B. Failure to pay any fee required by subpart A of this Section is an unlawful act and, except as otherwise provided by Section 2, is subject to the assessment of a civil penalty of not more than \$100 per day, until the fee is paid in full.

**Definitions:**

**Routine inspections** are conducted every two years per licensing guidelines for an existing facility.

**Pre-operational inspections** are required per licensing guidelines and are conducted upon request of the owner/operator prior to opening a new facility.

**Follow-up inspections** are conducted at the discretion of Public Health as a follow-up to a routine or pre-operational inspection to assure follow-up and compliance with critical violations and other health hazards identified during a prior routine or pre-operational inspection.

**Room change inspections** are required per licensing guidelines and are conducted at the request of the facility when room changes are being made.

**(1) Pre-operational inspection fees** shall be collected in advance of the scheduled visit.

**Other Notes:**

1. All fees are on a per visit fee basis.
2. No fees will be assessed for complaint investigations or communicable disease investigation visits.
3. Public Health may require payment at time of service and may send outstanding account balances to collection