New Business #12

COUNTY AGENDA REQUEST

Department:	Environmental Health	Presenter(s):	County Manager Robert Kurbes
Meeting Date:	Thursday, April 24, 2014	Type of Request:	New Business

Wording for the Agenda:

Consideration of a request from the Environmental Health Department to adopt proposed Environmental Health Fee Schedule revisions.

Background/History/Details:

Per a directive at the January 2013 Board of Health Meeting, the Environmental Health Department completed a review and comparison of its current Environmental Health Fee Schedule for services and programs it provides. A review and comparison of the fees was undertaken to review the current fee schedule and consider adjustments for specific fees. Many other counties were researched in effort, including Newton, Rockdale, Clayton, Cherokee and Douglas Counties. The proposed fees have been submitted based on the research.

The Fee Schedule has been reviewed several times since the original schedule was developed in the early 1980s. Recently, in late 2013, the Fee Schedule was updated to address the department's newest program- The Body Art Program. Prior to the addition of new fees for The Body Art Program, the Fee Schedule was last reviewed and modified in March 2007; mostly to address concerns with the sewage system permits for both new construction and repairs to existing septic systems.

The Department has added a proposed Body Art Program Late Fee to provide consistency with other annual fee programs such as Food Service, Tourist Accommodations and Swimming Pool programs. The Environmental Health Department's current septic system permit fees have not been submitted for adjustment since they were last reviewed and modified in 2007.

What action are you seeking from the Board of Commissioners?

Approval of a request from the Environmental Health Department to adopt proposed Environmental Health Fee Schedule revisions.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?	No	If so, when?	
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Not Applicable	Reviewed by Legal	
Approved by Purchasing	Not Applicable	County Clerk's Approval	Yes
Administrator's Approval			

Staff Notes:

The Board discussed proposed fee schedule changes for several departments at the April 4, 2014 Board of Commissioners Retreat. Environmental Health's proposed changes to the fee schedule was a part of that discussion. The Health Board has reviewed the proposed fees and recommends Board of Commissioners approval.

Fayette County Environmental Health Department
140 Stonewall Avenue W ● Suite 200 ● Fayetteville, Georgia 30214
Phone (770) 305-5415 ● Fax (770) 305-5183

March 8, 2014

Memorandum

To: Fayette County Board of Health

From: Robert F. Kurbes
Environmental Health County Manger

RE: Environmental Health Fee Schedule

As per the January Board of Health Meeting, I have completed a review and comparison of our current Environmental Health Fee Schedule for services and programs provided by our department.

The fee schedule has been reviewed several times since the schedule was developed in the early 1980's. Most recently, the fee schedule was updated in late 2012 to address the newest program of our department, The Body Art Program. Prior to this addition of new fees for the new program, the fee schedule was last reviewed and modified in March of 2007, mostly to address concerns with the sewage system permits for both new construction and repairs to existing septic systems. As they were just recently created with the new program, no existing Body Art fees were considered. I have added a proposed Body Art Program Late Fee to provide consistency with our other annual fee programs such as Food Service, Tourist Accommodations and Swimming Pool programs. I also did not consider any adjustments to the current septic system permit fees as they were reviewed in 2007.

This review and comparison was undertaken to review the current fee schedule and consider adjustments for specific fees. I utilized mostly counties within District 4, but did review some similar sized counties in the metro area including Newton/Rockdale Counties. I also looked at larger metro counties including Clayton, Cherokee, and Douglas Counties.

The following table shows our department's current fee's for adjustment consideration, the ranges of other county fees and a suggestion of the adjusted fee.

Program	Current Fee	Comparison Range	Suggested Fee
Body Art			
Artist Late Fee	$0.00	NA	$25.00
On-Site Sewage			
Subdivision Review	$50/lot	$50-$104/lot + Base Fee Base Fee range 250-350.	$50.00/lot + $300.00
Food Service			
Plan Review/Permit application:			
0-50 Seats	$300.00	$300 - $500	$500.00
51-100 Seats	$500.00	$600-$650	$600.00
>100 Seats	NA	$700-$800	$800.00
Annual Inspection Fee:			
0-50 Seats	$200.00	$300-$350	$300.00
51-100 Seats	$300.00	$500- $600	$450.00
>100 Seats	$400.00	$650-$700	$600.00
Annual Inspection Late Fee:			
0-50 Seats	$100.00	$200 – 2 x fee	$300.00
51-100 Seats	$300.00	$400 – 2 x fee	$450.00
>101 Seats	$500.00	$500 – 2 x fee	$600.00
Reinspection Fee:			
0-50 Seats	$75.00	$100 -$300	$125.00
51-100 Seats	$75.00	$100 -$300	$125.00
>100 Seats	$75.00	$100-$300	$125.00
Temporary Permit	$50.00	$75-$350	$125.00
Tourist Accommodations			
Plan Review/Permit Application	$300.00	$400-$450	$500.00
Annual Inspection Fee	$150.00	$200-$400	$250.00
Annual Inspection Late Fee	$150.00	$200-$350.00	$250.00

Public Swimming Pools

Plan Review/Permit Application	$300.00	$300-$900	$500.00
Annual Inspection Fee	$100.00	$200 - $300	$150.00
Annual Inspection Late Fee	$50.00	$50-$200	$150.00

I hope this contains the information you were requesting. If you have any questions, please do not hesitate to contact me at 770-305-5147 or rfkurbes@dhr.state.ga.us.

Proposed Fee Adjustments
Environmental Health

Type of Fee	Fayette County	Proposed	Comparison Range
Body Art			
Artist Late Fee	$0	$25	N/A
On-Site Sewage			
Subdivision Review	$50/Lot	$50/Lot + $300	$50-$104/Lot + Base Fee; Base Fee $250-$350
Tourist Accommodations			
Plan Review/Permit-Application	$300	$500	$400-$450
Annual Inspection - Fee	$150	$250	$200-$400
Annual Inspection - Late Fee	$150	$250	$200-$350
Public Swimming Pools			
Plan Review/Permit-Application	$300	$500	$300-$900
Annual Inspection Fee	$100	$150	$200-$300
Annual Inspection - Late Fee	$50	$150	$50-$200

Proposed Fee Adjustments
Environmental Health

Food Service

Type of Fee	Fayette County	Proposed	Comparison Range
Plan Review/Permit application:			
0-50 Seats	$300	$500	$300-$500
51-100 Seats	$500	$600	$600-$650
>100 Seats	N/A	$800	$700-$800
Annual Inspection Fee:			
0-50 Seats	$200	$300	$300-$350
51-100 Seats	$300	$450	$500-$600
>100 Seats	$400	$600	$650-$700
Annual Inspection Late Fee:			
0-50 Seats	$100	$300	$200 - 2 x Fee
51-100 Seats	$300	$450	$400 - 2 x Fee
>101 Seats	$500	$600	$500 - 2 x Fee
Reinspection Fee:			
0-50 Seats	$75	$125	$100-$300
51-100 Seats	$75	$125	$100-$300
>100 Seats	$75	$125	$100-$300
Temporary Permit	$50	$125	$75-$350