



# Hood River County Health Department, Environmental Health Office

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## Oregon Health Authority Licensing Program Fee Schedule

Effective: 1/1/2016

Annual license fees cover costs associated with performing regulatory inspections, including up to two re-check inspections per calendar year. All inspections are 'surprise' inspections. Any additional (necessary) regulatory inspection will incur an additional fee upon the licensee.

All licenses expire on December 31<sup>st</sup> of each calendar year. There are significant penalties for failing to renew your license by that date. The penalties are applied whether you operate a seasonal facility or year-round. All fees are subject to change.

Credit and debit cards accepted in our office only (not over the phone). A 3% surcharge is added to all credit and debit card transactions.

### Food Establishment Annual License Fees:

<b>Restaurants:</b>	<b>Mobile Food Units<sup>1</sup>:</b>	<b>Vending Machines:</b>
0 – 15 Seat Restaurant \$472.00	Class I – II \$373.00	1-10 Vending Machines \$124.00
16 – 50 Seats \$536.00	Class III – IV \$373.00	<i>The fee schedule for additional units is available upon request</i>
51 – 150 Seats \$605.00	Mobile Unit Commissary \$27.00	<b>Limited Service Restaurants:</b> (Defined under: ORS: 624.010(4))
Greater Than 150 Seats \$711.00	Mobile Unit Warehouse \$27.00	Limited Service Restaurant: \$339.00

*Food establishments receive two semi-annual, 'complete' inspections each calendar year (excluding seasonal facilities). 'Re-check' inspections will occur whenever it is necessary to verify that significant violations ('Priority' & 'Foundation' Items) have been corrected.*

**Benevolent Organizations** (Proof of IRS: 501(c)(3) status required): No charge

### Food Establishment Plan Review Fees: *These fees are required whenever licensed food establishments are built or remodeled.*

<b>Initial Construction:</b> - Includes one 'Pre-Opening' Inspection	<b>Remodel:</b>
Full Service Restaurant, Mobile Unit and/or Organizational Camp Kitchen: \$345.00 <i>(per food establishment - including commissaries &amp; warehouses when applicable)</i>	Full Service Restaurant, Mobile Unit and/or Organizational Camp Kitchen: \$258.00 <i>(per food establishment - including commissaries &amp; warehouses when applicable) - Includes one 'Pre-Opening' Inspection</i>
Limited Service Restaurant (defined under ORS: 624.010(5)) \$170.00	Any other food facility. Includes one 'Pre-Opening' Inspection \$170.00
Bed & Breakfast (food license only) \$170.00	A single plumbing fixture plan review (e.g. new handwashing sink) \$26.00

### Temporary Restaurant License & Operational (Plan) Review Fees:

<b>Single Event Licenses:</b> <i>Operates in connection with a single public gathering, entertainment event, food product promotion or other event (up to 30 consecutive days).</i>	<b>Seasonal / Intermittent Licenses:</b> <i>Seasonal</i> – That operates at a specific location in connection with multiple public gatherings, entertainment events, food product promotions or other events that are arranged for by the same oversight organization. Max. 90 day period. <i>Intermittent</i> – That operates temporarily at a specific location in connection with multiple public gatherings, entertainment events, food product promotions or other events, at least two of which are arranged for by different oversight organizations. Max. 30 day period.
For Profit Organizations \$103.00 → If paid 2 weeks prior to the event the fee will be discounted to: \$77.00.	Seasonal / Intermittent License Fee: \$77.00
Benevolent Organizations (Proof of IRS: 501(c)(3) status required): \$62.00 → If paid 2 weeks prior to the event the fee will be discounted to: \$0.00	Seasonal / Intermittent Plan Review Fee \$139.00
	Seasonal / Intermittent Minor Menu Alteration Review \$26.00
	Benevolent Organizations License & Plan Review \$0.00 (Proof of IRS: 501(c)(3) status required):

Regarding 'Seasonal' and 'Intermittent' licenses, all applicants must successfully complete a formal plan review process prior to qualifying for licensure under these categories. Formal plan review normally will only need to be completed once. If the vendor wishes to alter their menu or food processes, plan review will need to be done again. Vendors found operating without completing this process will be assessed the fee for and issued a 'Single-Event' license at the time of inspection.

### Tourist Facilities Annual License Fees:

<b>Bed &amp; Breakfast Facilities:</b> Accommodation License: \$93.00 + Food Service License: \$185.00 = <u>\$278.00</u> / year	
<b>Tourist Facility Annual License Fees:</b>	<b>Recreation (RV) Parks:</b>
Travelers' Accommodation: (Hotel/Motel, Hostel), & Picnic Park \$93.00	Annual License: \$130.00
Organizational Camp – Benevolent Organization (Proof of IRS: 501(c)(3) status required) \$93.00	Site Surcharge (1-50 sites) per site \$3.00
Organizational Camp – For Profit Organization \$793.00	Site Surcharge (51-100 sites) per site \$2.00
	Site Surcharge (101+ sites) per site \$1.00

*All tourist facilities receive regular sanitation inspections. Travelers' Accommodations receive one every 2<sup>nd</sup> calendar year; B&B once per year. Organizational Camps, RV Parks and Picnic Parks receive two semi-annual, 'complete' inspections each calendar year (excluding seasonal facilities).*

**Mass Gatherings License Application** = \$1,000.00 + \$1.00 per anticipated person attending over 5000 attendees

### Swimming Pools & Spas Fees:

Pool/Spa facilities receive two semi-annual, 'complete' inspections each calendar year (excluding seasonal facilities). When a Pool/Spa is closed for significant violations, they must remain closed for 24 hours and until they have passed a pre-opening re-check inspection. After the Pool/Spa is re-opened another re-check inspection will occur at any time to verify that the operator maintains conditions in compliance with rule.

Pool / Spa Annual License:	\$216.00
Additional Pool/Spa at same site:	\$144.00

*Plan review & construction inspection fees are available upon request.*

### Contract Sanitation Inspections:

These non-regulatory 'contract' inspections occur at anytime by request of the operator. They are normally by appointment.

School Kitchen:	\$93.00
Daycare – Child Care Home:	\$93.00
Daycare – Child Care Center:	\$113.00
School / Daycare Re-check Inspections:	\$62.00
Hourly Contract Work:	\$155.00/hr

### Miscellaneous Fees:

<b>Re-check Inspection:</b> <i>For example, a restaurant requires 3 re-check inspections in one license year to verify that certain critical issues have been corrected. They will incur one re-check inspection fee for the 3<sup>rd</sup> visit.</i>	\$111.00	Food Handlers Certificate:	\$10.00
<b>Violation Penalty</b> (operating without a license): <i>Tourist Facility delinquent license reinstatement fee – applies after 15 days delinquency.</i>	50% of annual license fee	Food Handlers Certificate Replacement Card:	\$5.00
<b>Delinquent License Renewal Fee:</b> <i>Required when a facility fails to submit their annual license fee by December 31<sup>st</sup> of each calendar year. A \$100 fee will be immediately incurred on January 1<sup>st</sup> and then again on the first day of each calendar month thereafter.</i>	\$100.00 / month	Visiting Mobile Food Unit Licensed to Operate in Oregon – Inspection Fee:	\$25.00
		Photo Copies:	\$0.25 / page

<sup>1</sup> It is the long-term goal of Hood River County to gradually increase the cumulative total annual license(s) fee(s) for class III – IV mobile food units (with or without commissaries) to equal approximately the annual license fee for a 0-15 seat restaurant (Class I – II Class units = Limited Service fee). These changes will likely occur in 10 – 20% increments annually and occur over several years.