



Hood River County Health Department, Environmental Health

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Oregon Health Authority Licensing Program Fee Schedule

Effective: 7/1/19

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 31st 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).

Food Establishment Annual License Fees:

Restaurants:		Mobile Food Units:		Vending Machines:	
0 – 15 Seat Restaurant	\$690.00			1-10 Vending Machines	\$590.00
16 – 50 Seats	\$785.00	Class I – IV	\$635.00	V.M. Commissary	\$530.00
51 – 150 Seats	\$885.00			V.M. Warehouse	\$381.00
Greater Than 150 Seats	\$1,035.00	Accompanying ¹ Commissary and/or Warehouse Surcharge	\$45.00	<i>The fee schedule for additional units is available upon request</i>	
				Limited Service Restaurants:	\$495.00
				<i>(Defined under: ORS: 624.010(4))</i>	

Food establishments receive two semi-annual, 'complete' inspections each calendar year (excluding seasonal facilities).
¹Re-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

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

Initial Construction / New Facility: - Includes one 'Pre-Opening' Inspection		Remodel / Operational Alteration:	
Full Service Restaurant, Mobile Unit and/or Organizational Camp Kitchen: (per food establishment - including commissaries & warehouses when applicable)	\$500.00	Full Service Restaurant, Mobile Unit and/or Organizational Camp Kitchen: - Includes one 'Pre-Opening' Inspection (per food establishment - including commissaries & warehouses when applicable) - Includes one 'Pre-Opening' Inspection	\$375.00
Limited Service Restaurant (defined under ORS: 624.010(5)) and Bed & Breakfast (food license only)	\$255.00	Any other food facility; or, significant menu revision (A change of type of food establishment or food operation). Includes one 'Pre-Opening' Inspection.	\$250.00
Pre-Licensing Inspection:		A single plumbing fixture plan review (e.g. new handwashing sink)	\$45.00
Tourist Facility & Pool/Spa Facility (when plan review performed by another party - Or No Plan Review Required)	\$415.00		

Temporary Restaurant License & Operational (Plan) Review Fees:

Single Event Licenses:		Seasonal / Intermittent Licenses:	
<i>Operates in connection with a single public gathering, entertainment event, food product promotion or other event (up to 30 consecutive days).</i>		<i>Seasonal - 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>	
For Profit Organizations	\$155.00	<i>Intermittent - 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.</i>	
→ If paid 2 weeks prior to the event the fee will be discounted to: \$125.00.		Seasonal / Intermittent License Fee:	\$125.00
Benevolent Organizations (Proof of IRS: 501(c)(3) status required):	\$95.00	Seasonal / Intermittent Plan Review Fee	\$200.00
→ If paid 2 weeks prior to the event the fee will be discounted to: \$0.00		Seasonal / Intermittent Minor Menu Alteration Review	\$70.00
		Benevolent Organizations (Proof of IRS: 501(c)(3) status required): No charge	

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:

Bed & Breakfast Facilities: Accommodation License: \$150.00 + Food Service License: \$275.00 = \$425.00 / year

Tourist Facility Annual License Fees:		Recreation (RV) Parks:		<i>All tourist facilities receive regular sanitation inspections. Travelers' Accommodations receive at least one every 2nd 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).</i>
Travelers' Accommodation: Commercial Hotel/Motel, with 5+ units	\$150.00	Annual License:	\$400.00	
Per Unit Surcharge :	\$5.00	Site Surcharge (1-50 sites) per site	\$3.50	
Short Term Rental / Travelers' Accommodation with 4 or fewer units	\$285.00	Site Surcharge (51-100 sites) per site	\$2.50	
		Site Surcharge (101+ sites) per site	\$1.50	

Mass Gatherings License Application = \$1,380.00 + \$1.00 per anticipated person attending over 5000 attendees

Organizational Camps:		Benevolent Organization (Proof of IRS: 501(c)(3) status required)	For-Profit Organizations
Full Service with permanent facilities		\$580.00	\$1,160.00
Full Service with Permanent facilities – Day Use Only		\$465.00	\$925.00
Full Service <u>only</u> utilizing public facilities ² (already inspected & licensed by HRCHD)		\$290.00	\$580.00
Full Service – No Facilities		\$290.00	\$580.00
Day Camp – No Facilities		\$290.00	\$580.00

Swimming Pools & Spas Fees:		Contract Sanitation Inspections:	
<i>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.</i>		<i>These non-regulatory 'contract' inspections occur at anytime by request of the operator. They are normally by appointment.</i>	
Pool / Spa Annual License:	\$340.00	School Kitchen:	\$170.00
Additional Pool/Spa at same site:	\$220.00	Daycare – Child Care Home:	\$135.00
<i>Plan review & construction inspection fees are available upon request.</i>		Daycare – Child Care Center:	\$170.00
		Contract Facility Re-Check Inspection:	\$165.00
		General Hourly Contract Work:	\$245.00/hr

Miscellaneous Fees:			
Re-check Inspection:		Food Handlers Certificate:	\$10.00 ³
<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 3rd visit.</i>	\$165.00	Food Handlers Certificate Replacement Card:	\$5.00 ³
Violation Penalty (operating without a license):	50% of annual license fee	Visiting Mobile Food Unit Licensed to Operate in Oregon – Inspection Fee:	\$25.00 ³
<i>Tourist Facility delinquent license reinstatement fee – applies after 15 days delinquency.</i>		Photo Copies:	\$0.25 / page ³
Delinquent License Renewal Fee: Required when a facility fails to submit their annual license fee by December 31 st of each calendar year. A \$100 fee will be immediately incurred on January 1 st and then again on the first day of each calendar month thereafter.	\$100.00 / month		

¹ Means: HRCHD licenses and inspects the mobile unit being served by the commissary warehouse. Facilities catering to other facilities must acquire a 'restaurant license.

² Qualifying organizations include those that only utilize permanent facilities that are already licensed and inspected by Hood River County Health Department (restaurant license for food service, tourist facility license covering all permanent accommodations, and swimming pool/spa facilities). Each situation will be evaluated on a case-by-case basis by HRCHD.

³ \$10 minimum charge required for using debit/credit card. Any payment with a merchant/debit/credit card will incur a 3% handling fee for: Food Handlers' Certification and 'out-of-area' mobile food unit inspection fees only.