

Environmental Health Department

FY 16/17 Fee Schedule (Late Fees, Penalties, and Notes):

Late Fees on Invoices

01-30 days past due, 10% penalty

31-60 days past due, 25% penalty

61-90 days past due, 1% interest charge per month added to the 25% penalty.

Over 90 days past due, additional fees will apply along with a referral to Collections.

All unpaid balances and additional fees will accrue a 1% interest charge per month for each month the fees remain unpaid.

Penalties

Certificates of Operation - Food facilities operating without a certificate of operation permit will result in a penalty fee of three times the normal permit fee.

Any regulated facility operating without paying their operating permit fees is operating without a permit and may be subject to facility closure as determined by the Director of Environmental Health.

Community event applications received less than two weeks prior to the event date will be charged a one hour fee over and above the permit fee.

Temporary Food Facility applications that are received less than two weeks prior to the event will be charged 25% of the hourly rate over and above the permit fee.

Notes related to the Fee Schedule:

C of O Mandatory Re-inspection - Where C of O facilities are found to require a re-inspection, the facility will receive a separate invoice for the reinspection time, due within 30 days of invoice, pursuant to Nevada County Administrative Code, Section A-II 24.11.

Certified Unified Program Agency (CUPA) - State surcharges, fees, fines and penalties as required by the State Law.

The Director or Environmental Health is authorized to enter into contracts with fairs and promoters of special events for the limited purpose of permitting and charging a blanket fee for the event, based upon the Department's hourly rate. These fees shall be paid no later than 2 weeks prior to the event.

When no appropriate fee category exists for a requested service, that service shall be provided at the current Department hourly rate. Upon completion, or on a monthly cycle, the applicant shall be invoiced for any fees incurred.

The permit year for C of O facility is November 1st through October 31st. Any new regulated facility will be prorated to ½ of the required C of O fee if the permitted activity occurs after May 1st of the permit year. Any facility that closes in the first half of the permit year may request a refund for half of the C of O permit fee, pending review and approval by the Director of Environmental Health.