

# **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, 2024, 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>2024 FEE SCHEDULE</b>	
<b>Service</b>	<b>Fee</b>
<b>Air Quality</b>	
Construction Activity Permit	\$165.00 per six months
<b>Body Art</b>	
Body Art Competency Exam	\$90.00
Body Art Plan Review	\$170.00 + \$53.00 per hour
Body Art Review of Potential Establishment	\$212.00
Body Art Establishment License	\$475.00
Body Art Follow-Up Inspection	\$253.00
Body Art Temporary Event Coordinator Fee	\$170.00 + \$53.00 per hour
Body Art Temporary Event Vendor Fee	\$83.00
<b>Child Care</b>	
Child Care Plan Review & Pre-op	\$135.00 + \$53.00 per hour
Review of Potential Establishment	\$190.00
Child Care Pre-op Inspection	\$185.00
Child Care Follow-up Inspection	\$203.00
Child Care Room Change	\$190.00
Child Care Center Routine Inspection	\$366.00
School Age Routine Inspection	\$256.00
Pre-school Routine Inspection	\$291.00
Group Home Routine Inspection	\$269.00
Residential Camp Routine Inspection	\$472.00
Residential / Day Treatment Inspection	\$282.00
<b>Onsite Wastewater Treatment Systems (OWTS)</b>	
OWTS New Permit*	\$961.00
OWTS Modification Permit	\$891.00
OWTS Major Repair Permit (5)	\$891.00
OWTS Minor Repair Permit (6)	\$554.00
OWTS Certified Inspector	\$132.00 per 2 years
OWTS O&M Specialist	\$132.00 per 2 years
Certificate of Non-compliance	\$100.00
OWTS Variance	\$85.00 per hour
OWTS Licensed Installer New	\$154.00 per 2 years

OWTS Professional Renewal	\$110.00 per 2 years
OWTS Verification	\$83.00
OWTS Property Sale Review-1 <sup>st</sup> OWTS	\$211.50 in 2024 (\$368 in 2025)
OWTS Property Sale Review- Additional OWTS	\$281.00 in 2024
OWTS Reinspection (7)	\$338.00
OWTS Systems Cleaner - First	\$232.00
OWTS Systems Cleaner - additional	\$99.00
OWTS Homeowner Install	\$327.00
OWTS Remediation Permit	\$171.00
OWTS Designer Fee	\$132.00
OWTS Permit Renewal	\$105.00
OWTS Alteration	\$236.00
OWTS Design Revision	\$144.00
OWTS Variance Application	\$149.00
<b>Recreational Water (Commercial Pools/Spas)</b>	
Plan Review	\$205.00
Plan Review - Additional Body of Water	\$70.00
Inspections –Year-Round	\$131.00
Inspections - Year-Round Additional	\$63.00
Inspections - Seasonal Facility	\$131.00
Inspections - Seasonal Additional	\$63.00
Follow-Up Inspections	\$115.00
<b>Retail Food Establishment (RFE)</b>	
Basic Food Safety Class	\$15.00 per person
Review of Potential Retail Food Establishment (1)	\$62.00 per hour, \$75.00 maximum
Change of Ownership Inspection (2)	\$120.00
Additional Change of Ownership Inspection (2)	\$65.00
RFE Plan Review Application	\$100.00
RFE Plan Review Time	\$62 per hour, not to exceed \$580.00
Retail Food Establishment License	Per Section 25-4-1607 C.R.S.
Special Event Permit - Limited Menu	\$248.00 for 1 Event \$340.00 for Multiple Events
Special Event Permit- Full Menu	\$298.00 1 Event \$425.00 for Multiple Events
RFE HACCP Plan Review Written (3)	\$62.00 per hour \$100.00 maximum
RFE HACCP Plan Review Operational (4)	\$62.00 per hour \$100.00 maximum
RFE Other Services Requested	\$62.00 per hour

Administrative	
Copy of Regulations	\$5.00 per copy
File Search	\$50.00 per search
Non-Sufficient Funds	\$30.00
Other Administrative Requested Services	\$30.00 per hour

\* Includes one reinspection

- 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**

### **Retail Food Establishments:**

- (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.

### **OWTS:**

- (5) Repair, alteration, or addition to the soil treatment area (absorption area).
- (6) 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.
- (7) Reinspection/Additional Inspection” is defined as an additional revisit, or inspection, of an OWTS by an EHS for purposes of ensuring compliance with installation and regulation standards or requirements. Typically, this occurs when a requested inspection of an installation was not complete, not in compliance, or has outstanding items (such as well/electrical verification) that must be verified to comply with the regulations.

### **Childcare:**

**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.

**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 the time of service and may send outstanding account balances to collection.