

# **BOARD OF HEALTH FEE SCHEDULE**

**EFFECTIVE DATE : JULY 1, 2015**

**TOWN OF SUTTON  
BOARD OF HEALTH  
4 UXBRIDGE ROAD  
SUTTON, MA 01590  
508-865-8724**

**THE BOARD OF HEALTH  
FEE SCHEDULE  
IS SEPARATED INTO 3 SECTIONS**

**Section 1: Permits**

**Section 2: Title 5**

**Section 3: Food**

**The Board of Health Fee Schedule was approved by the  
Sutton Board of Health at a Public Hearing Held on 5/27/2015.**

**John Silverberg - Chairman  
William Fredericks - Vice Chairman  
Diane Miller - Member  
Tammi Marois - Member**

**A TRUE COPY  
ATTEST**  
  
**TOWN CLERK**

<b>BOARD OF HEALTH FEE SCHEDULE</b>	<b>FEE</b>		<b>Renewal Date or Operation Dates</b>
BEAVER PERMIT	\$25.00	Permit and Site Visit	Open Season is between November 2 and April 14
BED AND BREAKFAST	\$150.00	Permit and Initial Inspection	Fiscal Year - July 1st
MOTEL/HOTEL	\$200.00	Permit and Initial Inspection	Fiscal Year - July 1st
CAMPGROUNDS	\$300.00	Permit and Initial Inspection	Calendar - April 15th - October 15th
BEACH PERMIT	\$50.00	Permit and Annual Inspection	Calendar - April 15th - October 15th
RECREATIONAL CAMP 1st WEEK	\$100.00	Permit and Initial Inspection	June 1st - September 30th
RECREATIONAL CAMP Each Additional Week	\$50.00/week	Permit and Initial Inspection	June 1st - September 30th
PUBLIC/SEMI-PUBLIC - SWIMMING POOL PLAN REVIEW	\$250.00	Permit and Initial Inspection	
PUBLIC/SEMI-PUBLIC SWIMMING POOL PERMIT	\$100.00	Permit and Initial Inspection	April 1st
BODY ART/TATTOO/BODY PIERCING ESTABLISHMENT PERMIT	\$200.00	Permit and Initial Inspection	Annual - January 1st
BODY ART/TATTOO/BODY PIERCING ARTIST LICENSE	\$150.00	Permit and Initial Inspection	Annual - January 1st
TANNING SALON PERMIT	\$100.00	Permit and Initial Inspection	Annual - January 1st
TOBACCO/NICOTINE DELIVERY PRODUCTS PERMIT	\$100.00	Permit	Fiscal Year - July 1st
FUNERAL DIRECTOR LICENSE	\$50.00		Annual - April 1st
SOLID WASTE HAULER PERMIT	\$100.00 Per Truck	Permit and Truck Inspection	Fiscal Year - July 1st

Fee's are non-transferable and non-refundable

Permits are non-transferable

<b>BOARD OF HEALTH FEE SCHEDULE</b>	<b>FEE</b>		<b>Renewal Date or Operation Dates</b>
SEPTAGE HAULER PERMIT	\$150.00	Permit	Annual - January 1st
DISPOSAL WORKS INSTALLER'S LICENSE	\$200.00	Permit	Annual - January 1st
UPPER BLACKSTONE PERMITS	N/C	Permit	
OUTDOOR WOOD BOILER	N/C	LIST KEPT IN BOH OFFICE	Operation Time October 15th through May 15th
LATE FEE FOR PERMITS RECEIVED AFTER DUE DATE	\$25.00		
ADDITIONAL INSPECTIONS IF REQUIRED DUE TO NON-COMPLIANCE	N/C	1st REINSPECTION	
ADDITIONAL INSPECTIONS IF REQUIRED DUE TO NON-COMPLIANCE	\$50.00	2nd REINSPECITON	
ADDITIONAL INSPECTIONS IF REQUIRED DUE TO NON-COMPLIANCE	\$100.00	3rd REINSPECITON	
ADDITIONAL INSPECTIONS IF REQUIRED DUE TO NON-COMPLIANCE	PERMIT REVOCATION	4th REINSPECITON	
8 1/2 X 11 COPIES including SEARCH FEE (under 20 Copies)	\$0.25 PER PAGE		
11 X 17 COPIES including SEARCH FEE (under 20 Copies)	\$1.00 PER PAGE		
In Addition to Above - For 20 Copies and More a SEARCH FEE will be incurred. The Hourly rate may not be greater than the prorated hourly wage of the lowest paid Board of Health employee who is capable of performing the task.	Hourly Rate as per Public Records Law		

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<b>BOARD OF HEALTH FOOD ESTABLISHMENT</b>	<b>FEE</b>	<b>RENEWAL DATE</b>
PLAN REVIEW NEW CONSTRUCTION OR EXPANSION	\$200.00	
IF PLAN REVIEW EXCEEDS 4 HOURS - AN HOURLY RATE WILL BE CHARGED	\$45.00 PER HOUR	
HAACCP PLAN REVIEW - VARIANCE FROM BOH REQUIRED	\$45.00 PER HOUR	
PRE-OPERATIONAL INSPECTION	\$200.00	
PRE-OPERATIONAL INSPECTIONS EXCEEDING 4 HOURS WILL BE CHARGED AT AN HOURLY RATE	\$45.00	
NON-COMPLIANCE 1st RE-INSPECTION	N/C	
NON-COMPLIANCE 2nd RE-INSPECTION	\$100.00	
NON-COMPLIANCE 3rd RE-INSPECTION	COST OF PERMIT	
Non-Compliance 4th RE-INSPECTION	PERMIT REVOCATION	
FOOD PERMIT 0-50 SEATING	\$250.00	FISCAL YEAR - JULY 1st
FOOD PERMIT 0-51 SEATING	\$300.00	FISCAL YEAR - JULY 1st
FOOD PERMIT 101 + SEATING	\$500.00	FISCAL YEAR - JULY 1st
FULL RETAIL ESTABLISHMENT	\$250.00	FISCAL YEAR - JULY 1st
LIMITED RETAIL (PRE-PACKAGED ONLY)	\$150.00	FISCAL YEAR - JULY 1st
SEASONAL LIMITED RETAIL (LOW RISK) (open less than 6 months)	\$100.00	FISCAL YEAR - JULY 1st
FULL RETAIL for FOOD ESTABLISHMENT OVER 5000 SQUARE FEET	\$100.00 per 1000 Square Feet	FISCAL YEAR - JULY 1st
CHURCHES	\$75.00	FISCAL YEAR - JULY 1st
NON-PROFIT ORGANIZATIONS (No Potentially Hazardous Foods)	\$25.00	FISCAL YEAR - JULY 1st
MOBILE and ICE CREAM VENDOR	\$150.00	FISCAL YEAR - JULY 1st

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non-transferable

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<b>BOARD OF HEALTH FOOD ESTABLISHMENT</b>	<b>FEE</b>	<b>RENEWAL DATE</b>
RESIDENTIAL KITCHEN	\$100.00	FISCAL YEAR - JULY 1st
CATERING	\$75.00	FISCAL YEAR - JULY 1st
DAY CARE	\$100.00	FISCAL YEAR - JULY 1st
MILK PERMIT	\$10.00	FISCAL YEAR - JULY 1st
FROZEN DESSERT MACHINE	\$50.00	FISCAL YEAR - JULY 1st
VENDING MACHINE	\$10.00 PER MACHINE	FISCAL YEAR - JULY 1st
TEMPORARY (ONE DAY PERMIT)	\$25.00 PER DAY	
LATE FEE (For all permit applications received after July 1st)	\$25.00	

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<b>BOARD OF HEALTH TITLE 5 FEE SCHEDULE</b>	<b>FEE</b>	
PERCOLATION TEST (RESIDENTIAL)	\$250.00	Includes 2 Percs & Deep Hole Test (Title 5 requirements - Soil Evaluation Test must accompany Perc & Deep Hole Test)
PERCOLATION TEST (COMMERCIAL)	\$350.00	Includes 2 Percs & Deep Hole Test (Title 5 requirements - Soil Evaluation Test must accompany Perc & Deep Hole Test)
DEEP HOLE ONLY	\$100.00	
PERC TEST ONLY	\$100.00	
PERC EXTENSION	\$100.00	(SOIL MUST BE UNDISTURBED) VALID FOR 2 YEARS
PLAN REVIEW	\$175.00	
COMMERCIAL PLAN REVIEW	\$275.00	
PLAN REVIEW 1st REVISION	N/C	
PLAN REVIEW 2nd REVISION and any Subsequent Revisions	\$100.00	
ONE YEAR PLAN EXTENSION	\$100.00	
LOCAL UPGRADE/LOCAL VARIANCE/TITLE 5 VARIANCE	\$100.00 PER REQUEST	PERSON REQUESTING VARIANCE PAYS ALL FEES AND RECEIVES ABUTTERS LIST FROM ASSESSORS OFFICE
SEPTIC DISPOSAL WORKS APPLICATION FEE	\$25.00	

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<b>BOARD OF HEALTH TITLE 5 FEE SCHEDULE</b>	<b>FEE</b>	
SEPTIC DISPOSAL WORKS CONSTRUCT PERMIT	\$100.00	
SEPTIC DISPOSAL WORKS SINGLE COMPONENT CONSTRUCT PERMIT	\$175.00	
SEPTIC INSPECTION FEE RESIDENTIAL	\$300.00	
SEPTIC INSPECTION FEE COMMERCIAL	\$400.00	
DECOMMISSION SEPTIC SYSTEM/ABONDONMENT OF SEPTIC TANK	N/C	
WELL PERMIT APPLICATION FEE	\$100.00	
WELL PLAN REVIEW (If not submitted with septic design)	\$50.00	
DECOMMISSION WELL	\$25.00	