

SIDNEY-SHELBY COUNTY HEALTH DEPARTMENT ENVIRONMENTAL HEALTH DIVISION – LICENSE/PERMIT FEES
EFFECTIVE: 2025 LICENSING PERIOD/CALENDAR YEAR (revised 12/30/2024)

FOOD SAFETY PROGRAM

Less than 25,000 Sq. Ft.			25,000 Sq. Ft. and Over				
	(Total Fee)	(Local)	(State)		(Total Fee)	(Local)	(State)
Level 1	\$ 278.00	\$250.00	\$28.00	Level 1	\$ 328.00	\$300.00	28.00
Level 2	328.00	300.00	28.00	Level 2	378.00	350.00	28.00
Level 3	478.00	450.00	28.00	Level 3	1078.00	1050.00	28.00
Level 4	578.00	550.00	28.00	Level 4	1128.00	1100.00	28.00

Due: March 1
Late Fee: 25% of local fee

Facility Layout & Equipment Review: 50.00/hour (minimum \$50 deposit)
Level One Food Safety Training Fee 0.00 (training only offered as required by OAC and for Shelby County licensed operations only)

	(Total Fee)	(Local)	(State)	
Mobile	\$ 278.00	\$250.00	28.00	
Vending	21.45	15.45	6.00	Temporary 40.00/day (not to exceed 5 consecutive days)

BODY ART SERVICES ESTABLISHMENT

Body Art Services	325.00	Time-Limited Approval for a Specific Event	100.00	Due: December 31 Late Fee: 25%
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SEWAGE TREATMENT SYSTEMS

HSTS/GWRS Application, Sections A & B	\$275.00	
HSTS/GWRS Application, Section C (Operation/Protection)	125.00	
HSTS/GWRS Installation Permit (New & Replacement)	499.00 (Local \$425/State \$74)	
HSTS/GWRS Alteration Permit	335.00 (Local \$300/State \$35)	
Sewer Line Permit	125.00	
Collector Tile Permit/Additional Lot	125.00/50.00	
Penalty for Installation without Permit	25% of permit fee	
Real Estate Evaluation	300.00	
HSTS Operational Permit Fee (Aeration Type 1 Year)	45.00	Penalty Fee: 25% of Unpaid Balance
HSTS Operational Permit Reinspection (Aeration Type 1 Year)	45.00	Penalty Fee: 25% of Unpaid Balance
HSTS Operational Permit Fee (5 Year)*	125.00	Penalty Fee: 25% of Unpaid Balance
<i>*(Primary fee with SSCHD inspection/evaluation, which includes administrative fee for permit renewal)</i>		
HSTS Operational Permit Fee (1 and 5 Year)*	30.00	Penalty Fee: 25% of Unpaid Balance
<i>*(Secondary administrative fee with "Demonstration of Maintenance" without SSCHD inspection/evaluation for permit renewal)</i>		
HSTS Operational Permit Reinspection (5 Year)	75.00	Penalty Fee: 25% of Unpaid Balance
HSTS Operational Permit Fee (1 and 5 Year)*	0.00 (there is no fee)	
<i>*(Fee with service contract with service provider registered with SSCHD)</i>		
Miscellaneous HSTS Inspection/Reinspection (Optional)	75.00	
Application for Variance	100.00	
HSTS Installer Registration	200.00	Penalty Fee: 25%
HSTS Service Provider Registration (Aeration Service Contractor)	200.00	Penalty Fee: 25%
Septage Hauler Annual Registration	200.00	Penalty Fee: 25%
Septage Hauler Vehicle Permit	50.00 each vehicle after first	
Land Survey Evaluation (Residential Lot)	250.00 per lot	
Land Survey Evaluation (Non-Residential Lots)	100.00 per survey	
Collection & Examination of Effluent Samples	75.00 plus lab fee	
Land Application of Septage Site Review/Evaluation	100.00 first site per hauler/50.00 each additional	

CAMPS

Number of Sites:	50 or fewer	\$510.00 (Local \$400.00/State \$110.00)	Due: April 30
	More than 50	510.00 + \$6.00 for each site over 50 (Local \$400.00/State \$110.00)	Late Fee: 25% of local fee
Resident/Day Camps		80.00	
Temporary Park/Camp (not to exceed 7 consecutive days)			
	50 or fewer sites	125.00 per event	
	More than 50 sites	125.00 per event (plus \$0.50 per site over 50 sites)* *(not to exceed \$375.00 total fee per license)	

RABIES

Rabies specimen testing – non-suspect exposure	\$30.00
Rabies specimen testing – suspect exposure	0.00

SWIMMING POOLS

1 st Pool, Spa, or Special Use Pool	\$530.00 (Local \$450.00/State \$80.00)	Application due April 30
Additional Pool, Spa, or Special Use Pool	280.00 (Local \$225.00/State \$55.00)	Licensing period starts June 1 Late Fee: 25% of local fee

PRIVATE WATER SYSTEMS

	(Total Fee)	(Local)	(State)	(ODNR)	(Lab fee)
Single Family Dwelling	\$534.00 (includes 1 st water sample)	\$380.00	\$ 74.00	\$20.00	\$60.00
Non-Single Family Dwelling	569.00 (includes 1 st water sample)	415.00	74.00	20.00	60.00
Alteration Single Family	340.00 (includes 1 st water sample)	280.00	N/A	N/A	60.00
Alteration Non-Single Family	375.00 (includes 1 st water sample)	315.00	N/A	N/A	60.00
Water Hauler	100.00 1 st vehicle / \$25.00 each additional vehicle				
Sealing – Single Family	100.00	100.00	N/A	N/A	
Sealing – Non-Single Family	100.00	100.00	N/A	N/A	
Alteration or Installation before permit issued	25% of local fee				
Application for Variance	100.00	100.00	N/A	N/A	
Construction of a Test Well	534.00	380.00	74.00	20.00	60.00
Conversion of a well not previously approved as a PWS-Single Family Dwellings	514.00	380.00	74.00	N/A	60.00
Conversion of a well not previously approved as a PWS-Non-single Family Dwellings	549.00	415.00	74.00	N/A	60.00
Filing & Processing of Water Sample Results Under Rule OAC 3701-28-03 (AA)	0.00	0.00	N/A	N/A	
Private Water Systems Contractor Inspection	100.00	100.00	N/A	N/A	
Additional fee for supplying and/or hauling water from an unapproved water source to a PWS by a registered or unregistered water hauler (upon 2 nd or subsequent offense within 2 yr. time period)	100.00	100.00	N/A	N/A	

Water Samples Total Coliform Bacteria enumeration/quantitative \$135.00 (on Thursdays) All Other tests \$75.00 + lab fee

Administrative Fee – 25% (If an application is submitted for an environmental service and the applicant later requests a withdrawal of the service, 25% of the program fee will be retained by the department as an environmental health administrative fee. The remaining 75% of the fee can only be reimbursed if the Health Department staff has not commenced work on the requested service or licensed/permitted the event/property.)