



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

R&R BOH24-04

Proposed No. BOH24-04.1

Sponsors

1 A RULE AND REGULATION relating to fees for
2 environmental health services; amending R&R 91,
3 Section 1 (part), as amended, and BOH 2.10.020, R&R
4 05-05, Sections 15, 21, 35, 36, 37, 38, 39 and 40, as
5 amended, and BOH 2.10.040, R&R 05-05, Sections 15,
6 23, 41, 42, 43, 44, 45, and 46, as amended, and BOH
7 2.10.060, R&R 05-05, Section 25, as amended, and BOH
8 2.10.080, R&R 09-07, Section 44, as amended, and BOH
9 2.13.020, R&R 09-07, Section 45, as amended, and BOH
10 2.13.030, R&R 09-07, Section 47, as amended, and BOH
11 2.13.050, R&R 03-06, Section 2 (part), as amended, and
12 BOH 2.14.020, R&R 05-05, Sections 59, 60, 76, 77, 78,
13 79, 80, and 81, as amended, and BOH 2.14.030, R&R 53,
14 Section 1 (part), as amended, and BOH 2.16.020, R&R
15 99-01, Section 2 (part), as amended, and BOH 2.18.020,
16 R&R 58, Section 1 (part), as amended, and BOH
17 2.20.020, R&R 20, Section 1(1), as amended, and BOH
18 2.22.020, and R&R 20, Section 1(2), as amended, and
19 BOH 2.22.030, repealing R&R 7, Ch. 7, as amended, and
20 BOH 2.06.040, and establishing an effective date;

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21 enacted pursuant to RCW 70.05.060, including the latest
22 amendments or revisions thereto.

23 BE IT ADOPTED BY THE KING COUNTY BOARD OF HEALTH:

24 SECTION 1. R&R 91, Section 1 (part), as amended, and BOH 2.10.020 are
25 hereby amended to read as follows;

26 **Permit fee schedule.** The owner or operator of a food establishment subject to
27 the permit requirement of WAC 246- 215-08300 or 2017 FDA Food Code Paragraph 8-
28 301.11 shall pay to the health officer a food establishment permit fee as set forth in Table
29 1, based on the establishment type and the risk or tier category for the establishment.
30 Where more than one type of food establishment exists within or as part of another food
31 establishment (for example, a bakery within a grocery store or a deli within a meat
32 market), the owner or operator shall pay the permit fee for each applicable food
33 establishment type; except that the owner or operator of a grocery store with no more
34 than two checkout stands, a general food establishment with no more than two checkout
35 stands and no more than twelve seats for customers for on-site consumption of food, or a
36 meat/fish market with no more than two checkout stands shall pay only the highest
37 applicable risk category permit fee without being required to obtain a separate permit for
38 each type of food handling activity at the establishment. For purposes of this section,
39 "highest applicable risk category permit fee" means the fee corresponding to the highest
40 risk category of food handling activity at the establishment.

41 **TABLE 1**

42 **Food Establishment Categories and Permit Fees**

43 **Type of Food Establishment** **Applicable Fee¹**

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44	General Food Service²	
45	Seating Capacity 0 – 250 Risk 1	\$((380.00)) <u>425.00</u>
46	Seating Capacity 0 – 12 Risk 2	\$((576.00)) <u>668.00</u>
47	Seating Capacity 0 – 12 Risk 3	\$((819.00)) <u>911.00</u>
48	Seating Capacity 13 – 50 Risk 2	\$((615.00)) <u>729.00</u>
49	Seating Capacity 13 – 50 Risk 3	\$((868.00)) <u>972.00</u>
50	Seating Capacity 51 – 150 Risk 2	\$((615.00)) <u>729.00</u>
51	Seating Capacity 51 – 150 Risk 3	\$((947.00)) <u>1,094.00</u>
52	Seating Capacity 151 – 250 Risk 2	\$((753.00)) <u>851.00</u>
53	Seating Capacity 151 – 250 Risk 3	\$((1,049.00)) <u>1,215.00</u>
54	Seating Capacity over 250 Risk 1	\$((390.00)) <u>425.00</u>
55	Seating Capacity over 250 Risk 2	\$((822.00)) <u>911.00</u>
56	Seating Capacity over 250 Risk 3	\$((1,158.00)) <u>1,337.00</u>
57	Limited Food Service	\$((380.00)) <u>425.00</u>
58	Bakery – No customer seating³	
59	Risk 1	\$((452.00)) <u>547.00</u>
60	Risk 2	\$((540.00)) <u>608.00</u>
61	Risk 3	\$((795.00)) <u>911.00</u>
62	Bed and Breakfast Operation	\$((379.00)) <u>425.00</u>
63	Grocery Store – No customer seating³	
64	Risk 1	\$((371.00)) <u>425.00</u>
65	Risk 2	\$((687.00)) <u>790.00</u>
66	Catering operation	

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67	Risk 1	\$((493.00)) <u>547.00</u>
68	Risk 2	\$((640.00)) <u>729.00</u>
69	Risk 3	\$((795.00)) <u>911.00</u>
70	Meat/Fish Market	\$((827.00)) <u>911.00</u>
71	Vending Machine	\$((350.00)) <u>425.00</u>
72	Mobile Food Unit and Commissary	
73	Risk 1	\$((519.00)) <u>608.00</u>
74	Risk 2	\$((830.00)) <u>972.00</u>
75	Risk 3	\$((1,070.00)) <u>1,215.00</u>
76	Nonprofit Institution	
77	Risk 1	\$((380.00)) <u>425.00</u>
78	Risk 2	\$((576.00)) <u>668.00</u>
79	Risk 3	\$((819.00)) <u>911.00</u>
80	School Lunch Program⁴	\$((578.00)) <u>668.00</u>
81	Annual Permit Fee Proration for Food	
82	Establishment Commencing Operation	
83	on or After April 1¹	
84	Commencing operation on or after	One-hundred percent of
85	April 1 but before July 1	the applicable annual
86		permit fee
87	Commencing operation on or after	Seventy-five percent of
88	July 1 but before October 1	the applicable annual
89		permit fee

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90	Commencing operation on or after	Fifty percent of
91	October 1 but before January 1	the applicable annual
92		permit fee
93	Commencing operation on or after	Twenty-five percent of
94	January 1 but before April 1	the applicable annual
95		permit fee
96	Seasonal Food Establishment⁵	
97	Operating for more than ten and up to twelve	One hundred percent of
98	months	the applicable annual
99		permit fee
100	Operating for more than seven and up to ten	Seventy-five percent of
101	months	the applicable annual
102		permit fee
103	Operating for more than four and up to seven months	Fifty percent of
104		the applicable annual
105		permit fee
106	Operating for four or fewer months	Twenty-five percent of
107		the applicable annual
108		permit fee
109	Temporary Food Establishment^{6, 7}	
110	Minimal food handling	
111	Single event permit	\$((120.00)) <u>122.00</u>
112	Unlimited event permit – unlimited	\$((236.00)) <u>243.00</u>

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113	number of events per calendar year	
114	Moderate food handling	
115	Single event permit	\$((290.00)) <u>304.00</u>
116	Multiple event permit – up to 5 events	\$((640.00)) <u>729.00</u>
117	per calendar year	
118	Unlimited event permit – unlimited	\$((750.00)) <u>851.00</u>
119	number of events per calendar year	
120	Complex food handling	
121	Single event permit	\$((350.00)) <u>425.00</u>
122	Multiple event permit – up to 5 events	\$((700.00)) <u>790.00</u>
123	per calendar year	
124	Unlimited event permit – unlimited	\$((850.00)) <u>972.00</u>
125	number of events per calendar year	
126	Farmers Market	
127	Tier 1 – 0 to 5 permitted temporary	\$((780.00)) <u>911.00</u>
128	food establishments	
129	Tier 2 – 6 to 15 permitted temporary	\$((960.00)) <u>1,094.00</u>
130	food establishments	
131	Tier 3 – 16 or more permitted temporary	
132	food establishments	\$((1,200.00)) <u>1,337.00</u>
133	Certified booth operator⁶	\$((95.00)) <u>122.00</u>
134	Temporary event blanket permit⁷	\$((215.00)) <u>243.00</u> per hour
135	for all local health officer	

136 services, including but
137 not limited to plan review
138 and inspections.

139 Footnotes to Table 1:

140 1. All food establishment permit fees set forth in this table are annual fees,
141 except those for temporary food establishments and seasonal food establishments. An
142 applicant for an annual permit for a food establishment that has commenced operation on
143 or after April 1 shall pay a permit fee prorated to a quarterly schedule for the remainder
144 of the permit year as specified in this table. This proration of annual permit fees does not
145 apply to any applicant renewing a food establishment permit issued during the preceding
146 permit year. For the purposes of this section, "permit year" means the period of twelve
147 consecutive months commencing April 1 and ending March 31.

148 2. General food service includes a grocery store or bakery offering seating for
149 on-site consumption of food.

150 3. A bakery or grocery store offering seating for on-site consumption of food
151 shall be classified as a general food service establishment.

152 4. A school kitchen not qualifying as a school lunch program shall be classified
153 as a nonprofit institution.

154 5. The applicant for a seasonal food establishment permit shall pay an annual
155 permit fee prorated to a quarterly schedule specified in Table 1.

156 6. To maintain a multiple or unlimited event permit packet for moderate or
157 complex food handling, the owner or operator of a temporary food establishment must
158 maintain a certified booth operator for the establishment.

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159 7. As an alternative to requiring a separate temporary food establishment permit
 160 for each participating establishment at a single event or celebration, such as a fair or
 161 festival, the health officer may issue a temporary event blanket permit to the event
 162 coordinator or other person, who shall be responsible for ensuring compliance with the
 163 applicable requirements of BOH Title 5 by all participating temporary food
 164 establishments at the event. The temporary event blanket permit application and a
 165 nonrefundable deposit in the amount of \$215.00 must be submitted to the health officer at
 166 least thirty days before the event. For the purposes of this section, "person" means any
 167 individual, corporation, company, association, society, firm, partnership, joint stock
 168 company or governmental agency, or the authorized agent of any of these entities.

169 SECTION 2. R&R 05-05, Sections 15, 21, 35, 36, 37, 38, 39 and 40, as amended,
 170 and BOH 2.10.040 are hereby amended to read as follows:

171 **Plan review fees.**

172 **Plan Review Fees.**

173 The owner or operator of a food establishment shall pay to the health officer plan
 174 review fees for reviewing plans and specifications, conducting preoperational inspections
 175 and providing consultation, as follows:

- | | | |
|-----|---------------------|---|
| 176 | A. New construction | \$ ((860.00)) <u>972.00</u> base fee |
| 177 | | plus \$ ((215.00)) <u>243.00</u> per |
| 178 | | hour for each hour after |
| 179 | | four hours |
| 180 | B. Remodel | \$ ((645.00)) <u>729.00</u> base fee |
| 181 | | plus \$ ((215.00)) <u>243.00</u> per |

- 182 hour for each hour after
- 183 three hours
- 184 C. Two or more plan reviews for one facility ~~\$\$\$((645.00))~~ 729.00 base fee
- 185 plus ~~\$\$\$((215.00))~~ 243.00 per
- 186 hour for each hour after
- 187 three hours
- 188 D. Plan resubmittal ~~\$\$\$((215.00))~~ 243.00 per hour
- 189 E. Subsequent preoccupancies, on-site ~~\$\$\$((430.00))~~ 486.00 base fee
- 190 inspection before plan submittal, or plus ~~\$\$\$((215.00))~~ 243.00 per
- 191 on-site inspection when no plan review hour for each hour after
- 192 is required two hours
- 193 F. Plan review for new farmers market ~~\$\$\$((402.00))~~ 486.00 per
- 194 review
- 195 G. Change to mobile or limited food service ~~\$\$\$((430.00))~~ 486.00 base fee
- 196 plus ~~\$\$\$((215.00))~~ 243.00 per
- 197 hour for each hour after
- 198 two hours

199 SECTION 3. R&R 05-05, Sections 15, 23, 41, 42, 43, 44, 45, and 46, as
 200 amended, and BOH 2.10.060 are hereby amended to read as follows:

201 **Occupational license and examination fees.**

202 **Occupational license and examination fees.**

203 The occupational license or examination applicant shall pay the following fees, as
 204 applicable, at the time of application submittal for the license or examination:

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205 A. Meat cutter's license exam \$((~~99.00~~)) 61.00

206 B. Meat cutter's license renewal \$((~~74.00~~)) 61.00

207 SECTION 4. R&R 05-05, Section 25, as amended, and BOH 2.10.080 are hereby
208 amended to read as follows:

209 **Miscellaneous fees.**

210 A. The food establishment owner or operator shall pay the following
211 miscellaneous fees, as applicable:

212 1. Variance request fee \$((~~215.00~~)) 243.00 per hour

213 2. Reinspection fee for establishments 50 percent of applicable
214 other than temporary food permit fee.

215 establishments, farmers markets and

216 temporary farmers market food

217 establishments

218 3. Reinspection fee for temporary \$((~~160.00~~)) 243.00 per reinspection.

219 food establishments, farmers

220 markets and temporary farmers

221 market food establishments

222 4. Reinstatement of permit after 100 percent of applicable
223 suspension permit fee.

224 5. Penalty for commencing 50 percent of applicable
225 operation of a food establishment permit fee.

226 without required permit or plan review.

227 6. Penalty for removing, obstructing 50 percent of applicable

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228 the view of or failing to post a food permit fee.
229 safety rating placard at a general food
230 service establishment – first violation
231 within any two-year period.

232 7. Penalty for removing, obstructing 100 percent of applicable
233 the view of or failing to post a food permit fee.
234 safety rating placard at a general food
235 service establishment – second violation
236 within any two-year period.

237 8. Penalty for removing, obstructing 200 percent of applicable
238 the view of or failing to post a food permit fee.
239 safety rating placard at a general food
240 service establishment – third and
241 subsequent violation within any
242 two-year period.

243 B. The health officer is authorized to charge a fee equal to one-half of the
244 applicable permit fee when he or she determines that a second inspection is necessary
245 following a routine inspection or compliant investigation, and to adopt administrative
246 policies to specify the terms and conditions upon which such reinspections are made, to
247 be based upon the extent and severity of violations found.

248 C. The food establishment owner or operator shall pay fees, as applicable, for
249 dishonored check submittal, ((~~permit replacement,~~)) permit transfer or name change,

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250 inspections outside regular department working hours, special services, and refunds, in
251 accordance with the fee provisions of BOH chapter 2.06.

252 D. The health officer is authorized to charge penalty fees of fifty, one hundred,
253 and two hundred percent of the applicable permit fee for the willful removal, obstruction
254 of the public view or failure to post food safety rating placards at a general food service
255 establishment after the first, second, third, or subsequent violation, respectively, within
256 any two-year period, and to adopt administrative policies consistent with this section to
257 specify the terms and conditions under which placards shall be displayed.

258 SECTION 5. R&R 09-07, Section 44, as amended, and BOH 2.13.020 are hereby
259 amended to read as follows:

260 **Permit fees.**

261 **Permit Fees.**

262 A. The owner or operator of a pet shop, commercial kennel, pet daycare facility,
263 animal shelter, pet grooming service or pet food retail business shall pay to the director
264 the following annual operating permit fees, as applicable:

- 265 1. Pet shop
 - 266 a. Aquarium only ~~\$((241.00))~~ 270.00
 - 267 b. Standard ~~\$((418.00))~~ 486.00
- 268 2. Commercial kennel ~~\$((341.00))~~ 486.00
- 269 3. Pet daycare facility ~~\$((341.00))~~ 486.00
- 270 4. Animal shelter
 - 271 a. Category 1: not more than 1,500 pet adoptions ~~\$((418.00))~~ 486.00
 - 272 per calendar year except a Category 4 shelter

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273	b. Category 2: more than 1,500 pet adoptions	\$((892.00)) <u>1,026.00</u>
274	per calendar year	
275	c. Category 3: Satellite pet adoption facility	\$((146.00)) <u>162.00</u> per
276		location
277	d. Category 4: fewer than 500 pet adoptions per	\$((250.00)) <u>324.00</u>
278	calendar year if housing and offering or	
279	distributing for adoption as pets only small,	
280	noncanine and nonfeline mammals, including,	
281	but not limited to, ferrets, rabbits, hamsters,	
282	hedgehogs, gerbils, chinchillas, rats, or mice	
283	5. Pet grooming service other than a	\$((241.00)) <u>270.00</u>
284	mobile grooming unit	
285	6. Mobile grooming unit	\$((241.00)) <u>270.00</u> base fee for one vehicle plus
286		\$((81.00)) <u>270.00</u> for each additional vehicle
287		owned by the same person and
288		inspected at the same time and
289		location as all other vehicles
290	7. Poultry retail business	\$((320.00)) <u>378.00</u>
291	8. Pet food retail business	\$((221.00)) <u>270.00</u>
292	9. Any combination of two or more permit	Highest applicable permit fee
293	classifications (pet shop, commercial	plus \$((241.00)) <u>266.00</u> for one
294	kennel, pet daycare facility, animal	additional permit classification
295	shelter, pet grooming service or poultry	or \$((482.00)) <u>532.00</u> for two

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296 retail business) other than pet food or more additional
297 retail business at the same location permit classifications

298 B. The applicant for two or more annual operating permits at the same location
299 for any combination of pet shop, commercial kennel, pet daycare facility, animal shelter,
300 pet grooming service or poultry retail business establishments shall pay to the director the
301 highest applicable operating permit fee plus the additional permit classification fee as set
302 forth in this section, but the pet food retail business permit fee shall be waived for any
303 holder of a current pet shop, commercial kennel, pet daycare facility, animal shelter, pet
304 grooming service, or poultry retail business permit.

305 C. The permit applicant for a pet shop, commercial kennel, pet daycare facility,
306 animal shelter, pet grooming service, poultry retail business or pet food retail business
307 that is to be operated no longer than any period of six consecutive months shall pay one-
308 half the applicable annual permit fee in subsections A. and B. (~~of this Part 3.~~)

309 SECTION 6. R&R 09-07, Section 45, as amended, and BOH 2.13.030 are hereby
310 amended to read as follows:

311 **Plan review fees.**

312 **Plan Review Fees.**

313 The owner or operator of a standard pet shop, commercial kennel, pet daycare
314 facility, animal shelter or pet grooming service shall pay to the director plan review fees
315 for reviewing plans and specifications, conducting preoperational inspections and
316 providing consultation, as follows:

317 A. New standard pet shop, commercial kennel, ~~\$(184.80))~~ 216.00 base fee
318 pet daycare facility, animal shelter or pet plus ~~\$(184.80))~~ 216.00 per

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319	grooming service construction	hour for each hour
320		after 1 hour
321	B. Conversion of existing structure to standard	\$((184.80)) <u>216.00</u> base fee
322	pet shop, commercial kennel, pet daycare	plus \$((184.80)) <u>216.00</u>
323	facility, animal shelter or pet grooming	per hour for each hour after
324	grooming service	1 hour
325	C. Remodel of existing standard pet shop,	\$((184.80)) <u>216.00</u> base fee
326	commercial kennel, pet daycare facility,	plus \$((184.80)) <u>216.00</u>
327	animal shelter or pet grooming service	per hour for each hour after
328		1 hour
329	D. Two or more plan reviews for one facility	\$((184.80)) <u>216.00</u> base fee
330		plus \$((184.80)) <u>216.00</u>
331		per hour for each hour after
332		1 hour
333	E. Plan resubmittal	\$((184.80)) <u>216.00</u> per hour
334	F. Subsequent preoperational inspections, on-site	\$((184.80)) <u>216.00</u> base fee
335	inspection before plan submittal or on-site	plus \$((184.80)) <u>216.00</u> per
336	inspection when plan review is not required	hour for each hour after
337		1 hour

338 SECTION 7. R&R 09-07, Section 47, as amended, and BOH 2.13.050 are hereby
 339 amended to read as follows:

340 **Miscellaneous fees.**

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341 A. The pet shop, commercial kennel, pet daycare facility, animal shelter, pet
342 grooming service, poultry retail business or pet food retail business owner or operator
343 shall pay the following miscellaneous fees, as applicable:

- | | | |
|-----|---|---------------------------------------|
| 344 | 1. Variance request fee | \$((184.80)) <u>216.00</u> |
| 345 | 2. Reinspection fee | 50 percent of applicable |
| 346 | | permit fee |
| 347 | 3. Reinstatement of permit after suspension | 100 percent of applicable |
| 348 | | permit fee |

349 B. The director is authorized to charge a fee equal to one-half of the applicable
350 permit fee when the director determines that a reinspection is necessary following a
351 routine inspection or complaint investigation, and to adopt administrative policies to
352 specify the terms and conditions upon which the reinspections are made, which must be
353 based upon the extent and severity of violations found.

354 C. The pet shop, commercial kennel, pet daycare facility, animal shelter, pet
355 grooming service, poultry retail business or pet food retail business owner or operator
356 shall pay fees, as applicable, for dishonored check submittal, permit replacement, permit
357 transfer or name change, inspections outside regular department working hours, special
358 services and refunds, in accordance with the fee provisions of BOH chapter 2.06.

359 SECTION 8. R&R 03-06, Section 2 (part), as amended, and BOH 2.14.020 are
360 hereby amended to read as follows:

361 **Annual (new and renewal) operating permit fees.**

362 **Annual (New and Renewal) Operating Permit Fees.**

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363 The permit fees for solid waste disposal sites, collection/transportation vehicles,
 364 biomedical waste transporters and biomedical waste storage/treatment sites subject to the
 365 fee requirements of BOH Title 10 shall be the annual fees set forth in Table 2.14-1,
 366 except that an applicant for an annual permit for a solid waste handling facility or
 367 collection/transportation vehicle commencing operation on or after January 1 shall pay
 368 the applicable permit base fee prorated to a quarterly schedule as specified in Table 2.14-
 369 1. This proration of annual permit base fees does not apply to any applicant renewing a
 370 solid waste handling facility permit issued during the preceding permit year. For the
 371 purposes of this section, "permit year" means the period of twelve consecutive months
 372 commencing January 1 and ending December 31. All annual permits issued under this
 373 section expire on December 31 following the date of issuance. An applicant for annual
 374 permit renewal shall pay one hundred percent of the applicable annual permit base fee,
 375 additional fees for hours of service beyond the base fee amount, and all applicable late
 376 fees under BOH 2.06.030.

377 Table 2.14-1

378 Solid Waste Handling Facility Categories and Permit Fees

379	A. Municipal landfill	\$ ((369.60)) <u>432.00</u> base fee plus
380		tonnage fee as cited in BOH 2.14.040.
381	B. Limited purpose landfill	\$ ((6,837.60)) <u>7,992.00</u>
382		Each additional hour over 37 hours of
383		service, no to exceed 60 hours at
384		\$ ((184.80)) <u>216.00</u> /hour
385		\$ ((11,088.00)) <u>12,960.00</u> .

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386	C. Inert landfill	\$((7,946.40)) <u>9,288.00</u>
387		Each additional hour over 43 hours of
388		service, not to exceed 60 hours at
389		\$((184.80)) <u>216.00</u> /hour
390		\$((11,088.00)) <u>12,960.00</u>).
391	D. Compost facility:	
392	1. Yard debris facility	\$((21,436.80)) <u>25,056.00</u>
393		Each additional hour over 116 hours of
394		service at \$((184.80)) <u>216.00</u> /hour.
395	2. Facilities composting	\$((5,544.00)) <u>6,480.00</u>
396	other feedstocks	Each additional hour over 30 hours of
397		service, not to exceed 49.5 hours at
398		\$((184.80)) <u>216.00</u> /hour
399		\$((9,147.60)) <u>10,692.00</u>).
400	E. Transfer station	\$((6,837.60)) <u>7,992.00</u>
401		Each additional hour over 37 hours of
402		service, not to exceed 52.5 hours at
403		\$((184.80)) <u>216.00</u> /hour
404		\$((9,702.00)) <u>11,340.00</u>).
405	F. Permanent MRW collection	\$((6,837.60)) <u>7,992.00</u>
406	and storage facility	Each additional hour over 37 hours of
407		service, not to exceed 73.5 hours at
408		\$((184.80)) <u>216.00</u> /hour

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409		\$((13,582.80)) <u>15,876.00</u>).
410	G. Material recovery and	\$((9,055.20)) <u>10,584.00</u>
411	recycling facility	Each additional hour over 49 hours of
412		service, not to exceed ((42)) <u>63</u> hours at
413		\$((184.80)) <u>216.00</u> /hour
414		\$((7,761.60)) <u>13,608.00</u>).
415	H. Energy recovery and	\$((5,544.00)) <u>6,480.00</u>
416	incineration facility	Each additional hour over 30 hours of
417		service, not to exceed 42 hours at
418		\$((184.80)) <u>216.00</u> /hour
419		\$((7,761.60)) <u>9,072.00</u>).
420	I. Closed landfill site	\$((6,837.60)) <u>7,992.00</u>
421		Each additional hour over 37 hours of
422		service, not to exceed 48 hours at
423		\$((184.80)) <u>216.00</u> /hour
424		\$((8,870.40)) <u>10,368.00</u>).
425	J. Solid waste drop box	\$((4,804.80)) <u>5,616.00</u>
426		Each additional hour over 26 hours of
427		service, not to exceed 33 hours at
428		\$((184.80)) <u>216.00</u> /hour
429		\$((6,098.40)) <u>7,128.00</u>).
430	K. Land application	\$((4,435.20)) <u>5,184.00</u>
431		Each additional hour over 24 hours of

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432 service, not to exceed 27 hours at
 433 \$184.80/hour (\$4,986.60).
 434 L. Collection/transportation ~~\$(500.00)~~ 594.00 per vehicle location
 435 vehicle plus ~~\$(30.00)~~ 33.00 for each vehicle.
 436 M. Biomedical waste transporter ~~\$(1,478.40)~~ 1,728.00
 437 Each additional hour over 8 hours of
 438 service at ~~\$(184.80)~~ 216.00/hour.
 439 N. Other solid waste facility ~~\$(2,412.00)~~ 2,808.00
 440 (includes biomedical waste Each additional hour over ~~((12))~~ 13
 441 storage~~(/)~~ and treatment sites, hours of service, not to exceed 18 hours
 442 anaerobic digesters, and waste at ~~\$(184.80)~~ 216.00/hour
 443 tire storage and transportation ~~\$(3,326.40)~~ 3,888.00.
 444 sites)
 445 O. Storage/treatment piles ~~\$(3,326.40)~~ 3,888.00
 446 Each additional hour over 18 hours of
 447 service, not to exceed 27 hours at
 448 ~~\$(184.80)~~ 216.00/hour
 449 ~~\$(4,989.60)~~ 5,832.00.
 450 P. Surface impoundments ~~\$(4,804.80)~~ 5,616.00
 451 and tanks Each additional hour over 26 hours of
 452 service, not to exceed 33 hours at
 453 ~~\$(184.80)~~ 216.00/hour
 454 ~~\$(6,098.40)~~ 7,128.00.

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455 Q. Review fees for facilities
 456 providing notification of
 457 exemption from solid waste
 458 handling permitting, or other
 459 reporting in accordance with
 460 BOH chapter 10.12:

461 1. Composting facilities \$((~~739.20~~) 864.00)
 462 Each additional hour over 4 hours
 463 at \$((~~184.80~~) 216.00/hour
 464 (See BOH chapter 10.12, under
 465 WAC 173-350-220(2), for
 466 permit exemption requirements).

467 2. Material recovery and \$((~~739.20~~) 864.00)
 468 recycling facilities Each additional hour over 4 hours at
 469 \$((~~184.80~~) 216.00/hour
 470 (See BOH chapter 10.12, under
 471 WAC 173-350-210(2), for permit
 472 exemption requirements.)

473 3. Storage/treatment piles \$((~~739.20~~) 864.00)
 474 Each additional hour over 4 hours
 475 at \$((~~184.80~~) 216.00/hour
 476 (See BOH chapter 10.12, under
 477 WAC 173-350-320(2), for

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478		permit exemption requirements).
479	4. Energy recovery and	\$((739.20)) <u>864.00</u>
480	incineration facilities	Each additional hour over 4 hours
481		at \$((184.80)) <u>216.00/hour</u>
482		(See BOH chapter 10.12, under
483		WAC 173-350-240(2), for
484		permit exemption requirements).
485	5. Limited moderate risk	\$((739.20)) <u>864.00</u>
486	waste facilities	Each additional hour over 4 hours
487		at \$((184.80)) <u>216.00/hour</u>
488		(See BOH chapter 10.12, under
489		WAC 173-350-360(2), for
490		permit exemption requirements).
491	6. Mobile systems and collection events:	
492	a. Collection events	\$((739.20)) <u>864.00</u>
493		Each additional hour over 4 hours
494		at \$((184.80)) <u>216.00/hour</u>
495		(See BOH chapter 10.12, under
496		WAC 173-350-360(2), for permit
497		exemption requirements).
498	b. Mobile systems	\$((3,696.00)) <u>4,320.00</u>
499		Each additional hour over 20 hours at
500		\$((184.80)) <u>216.00/hour</u>

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501 (See BOH chapter 10.12, under
502 WAC 173-350-360(2), for permit
503 exemption requirements).

504 R. Annual permit base fee proration for
505 solid waste handling facilities and
506 collection/transportation vehicles
507 commencing operation on or after
508 January 1

509 1. Commencing operation on or after January 1 but before April 1 One-hundred percent of
510 the applicable annual
511 permit base fee

512 2. Commencing operation on or after April 1 but before July 1 Seventy-five percent of
513 the applicable annual
514 permit base fee

515 3. Commencing operation on or after July 1 but before October 1 Fifty percent of
516 the applicable annual
517 permit base fee

518 4. Commencing operation on or after October 1 but before January 1 Twenty-five percent of
519 the applicable annual
520 permit base fee

521 SECTION 9. R&R 05-05, Sections 59, 60, 76, 77, 78, 79, 80, and 81, as

522 amended, and BOH 2.14.030 are hereby amended to read as follows:

523 **Permit application – Plan review fees.**

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524 **Permit Application and Plan Review Fees.**

525 Plan review fees are assessed at the rate of a base fee plus an hourly fee up to the
 526 actual cost of performing the work. Plans and specifications shall be accompanied by
 527 nonrefundable fee payment as follows:

528 Base fee (includes 4 hours of plan review time) ~~\$(739.20)~~ 864.00
 529 Every additional hour over 4 hours at ~~\$(184.80)~~ 216.00/hour

530 SECTION 10. R&R 53, Section 1 (part), as amended, and BOH 2.16.020 are
 531 hereby amended to read as follows:

532 **Fees.**

533 **Fees pertaining to Title 12.**

534 Persons shall pay fees for Group B ~~((water system))~~ well site inspections ~~((and~~
 535 ~~evaluations, plan review, office conferences, sample collection and analysis, designer~~
 536 ~~certification, appeals, and office file reviews and reports))~~ as set forth in the following fee
 537 schedule:

538 Well site inspection ~~\$(657.00)~~ 756.00
 539 ~~((Plan review~~
 540 ~~Initial plan review~~ _____ ~~\$1,749.00~~
 541 ~~Extension of approval~~ _____ ~~\$121.00~~
 542 ~~Plan modification~~ _____ ~~\$402.00~~
 543 ~~Final inspection of new system~~ _____ ~~\$716.00~~
 544 ~~Return inspection~~ _____ ~~\$430.00~~
 545 ~~Office conference~~ _____ ~~\$184.80 plus \$184.80/hour~~
 546 ~~after one hour~~

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547 ~~Sample collection and analysis~~ ~~—————~~ ~~\$242.00 plus lab fee~~

548 ~~Designer certification~~

549 ~~Certificate of competency~~ ~~—————~~ ~~\$342.00~~

550 ~~Examination~~ ~~—————~~ ~~\$402.00~~

551 ~~Review board appeal~~ ~~—————~~ ~~\$1,383.00~~

552 ~~Comprehensive system evaluation~~ ~~—————~~ ~~\$884.00~~

553 ~~Office file review/report on Group B water system~~ ~~—————~~ ~~\$430.00~~

554 ~~Group B water treatment review~~ ~~—————~~ ~~(\$369.60))~~

555 SECTION 11. R&R 99-01, Section 2 (part), as amended, and BOH 2.18.020 are

556 hereby amended to read as follows:

557 **Fee schedule.**

558 **Fees pertaining to Title 13.**

559 Persons shall pay permit fees, application review fees, reinspection fees,

560 monitoring report filing fees, variance request fees, special service fees and

561 miscellaneous fees under Title 13 as set forth in the following fee schedule:

562 1. On-site sewage system construction permit fee

563 a. single-family, new pressurized ~~\$(~~963.00~~)~~ 1,134.00

564 b. single-family, new gravity ~~\$(~~854.00~~)~~ 1,026.00

565 c. single-family, repair or modification ~~\$(~~691.00~~)~~ 810.00

566 d. single-family, limited repair ~~\$(~~247.00~~)~~ 270.00

567 e. non-single-family ~~\$(~~1,304.00~~)~~ 1,512.00

568 f. delinquent submittal of record drawing ~~\$(~~184.80~~)~~ 216.00 per hour

569 2. On-site sewage system maintainer

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570	certificate of competency fee	
571	a. Issued July 1 or before	\$ ((320.00)) <u>378.00</u>
572	b. Issued after July 1	\$ ((160.00)) <u>189.00</u>
573	c. Maintainer competency examination	\$ ((320.00)) <u>378.00</u>
574	3. Master installer certificate of	
575	competency fee	
576	a. Issued July 1 or before	\$ ((320.00)) <u>378.00</u>
577	b. Issued after July 1	\$ ((160.00)) <u>189.00</u>
578	c. Master installer competency	\$ ((320.00)) <u>378.00</u>
579	examination	
580	4. Associate installer certificate of	
581	competency fee	
582	a. Initial and renewal certificate	\$ ((120.00)) <u>140.00</u>
583	b. Associate installer competency	\$ ((200.00)) <u>216.00</u>
584	examination	
585	5. On-site sewage system pumper certificate	
586	of competency fee	
587	a. Business owner	\$ ((275.00)) <u>324.00</u>
588	b. Pumper employee	\$ ((120.00)) <u>108.00</u>
589	c. Vehicle inspection tab	\$ ((110.00)) <u>140.00</u> per
590	vehicle	
591	((d. Pumper competency examination	—\$200.00))
592	6. Site design application review fee	

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593 The site design application review fee
 594 shall consist of a base fee, plus a potable
 595 water review fee as follows, but the
 596 potable water review fee shall be waived
 597 if a potable water review has been
 598 completed in the last two years:

599 a. Base fee

600 (1) Gravity system, new \$((~~602.00~~)) 702.00

601 (2) Pressurized system, new \$((~~953.00~~)) 1,134.00

602 b. Potable water review fee

603 (1) Served by Group A water system \$0.00
 604 with more than 1000 connections

605 (2) Served by Group A water system \$0.00
 606 with 1000 or fewer connections

607 (3) Served by Group B water system \$((~~238.00~~)) 270.00

608 (4) Served by individual well \$((~~154.00~~)) 162.00

609 c. Revision review \$((~~184.80~~)) 216.00 base fee
 610 plus \$((~~184.80~~)) 216.00
 611 per hour after one hour

612 7. ((Community and large on-site sewage systems review fees

613 a. ~~Preliminary engineering report, \$764.00~~
 614 ~~new and replacement~~

615 b. ~~Plans and specifications, new \$884.00~~

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616 e. ~~Plans and specifications, repaired~~ ~~—————~~ ~~\$603.00~~
 617 and replacement
 618 d. ~~Management agreement review~~ ~~—————~~ ~~\$281.00~~
 619 8.) Subdivision review fees
 620 a. Pre-application review ~~\$((915.00))~~ 1,080.00 base fee
 621 plus ~~\$((150.00))~~ 162.00
 622 per lot
 623 b. Final application review ~~\$((1,472.00))~~ 1,728.00 base
 624 fee plus ~~\$((200.00))~~ 216.00
 625 per lot
 626 ~~((9.))~~ 8. Sewage review committee fees
 627 a. Appeal review ~~\$((1,478.40))~~ 1,728.00
 628 b. Refunds, non refundable amount ~~\$((99.00))~~ 216.00
 629 ~~((10.))~~ 9. Miscellaneous fees
 630 a. Building remodel application ~~(((\$642.00 base fee))~~
 631 (1) Preliminary review \$216.00
 632 (2) In-depth review \$540.00, plus
 633 potable water review fee
 634 as delineated in ~~((Part 2,))~~
 635 subsection 6.b. of this
 636 section, but the potable water
 637 review fee shall be waived if
 638 a potable water review has

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639		been completed in the last
640		two years
641	b. Wastewater tank manufacturers	\$((184.80)) <u>216.00</u> base fee
642	standards review	plus \$((184.80)) <u>216.00</u> per
643		hour after one hour
644	c. On-site sewage system maintainer's	
645	maintenance and performance	
646	monitoring inspection report filing:	
647	(1) Periodic maintenance and	\$((28.00)) <u>32.00</u>
648	Performance monitoring	
649	(2) Monitoring and performance	\$((184.80)) <u>216.00</u>
650	inspection before transfer of	
651	title to property	
652	d. Alternative, community, commercial	\$((184.80)) <u>216.00</u> base fee
653	system monitoring by the health	plus \$((184.80)) <u>216.00</u> per
654	officer	hour after one hour
655	e. Review of new proprietary device,	\$((184.80)) <u>216.00</u> base fee
656	method or product	plus \$((184.80)) <u>216.00</u> per
657		hour after one hour
658	f. Disciplinary/performance review	\$((184.80)) <u>216.00</u> base fee
659	conference for certificate of	plus \$((184.80)) <u>216.00</u> per
660	competency holder	hour after one hour
661	g. Reinstatement of certificate after	\$((184.80)) <u>216.00</u>

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- 662 suspension
- 663 h. Reinspection fee \$((184.80)) 216.00 base fee
- 664 plus \$((184.80)) 216.00 per
- 665 hour after one hour
- 666 i. Change of designer of record \$((184.80)) 216.00 base fee
- 667 plus \$184.80 per hour after
- 668 one hour
- 669 j. ~~((Replacement private))~~ Private \$((369.60)) 432.00 base fee
- 670 well/spring location review plus \$((184.80)) 216.00 per
- 671 hour after two hours
- 672 k. Watertable monitoring plan review \$((831.60)) 972.00 base fee
- 673 plus \$((184.80)) per hour
- 674 after 4.5 hours
- 675 l. On-site sewage system operation and \$40.00
- 676 maintenance program fee due from
- 677 buyer or transferee of a property served
- 678 by on-site sewage system at time of sale
- 679 or transfer of property ownership
- 680 m. ~~((Report on the condition of an~~ ~~\$489.00~~
- 681 ~~individual private, nonpublic well~~
- 682 n. ~~Report on the condition of an~~ ~~\$603.00~~
- 683 ~~on-site sewage system and an~~
- 684 ~~individual private, nonpublic well~~

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708		the first two hours for the actual
709		time spent reviewing plans and
710		specifications, payable at the time of
711		final approval.
712	2. Renovation or alteration of	\$(430.00) <u>486.00</u> base fee for
713	water recreation facility	preoccupancy inspection, plus
714	(including changes in	\$(215.00) <u>243.00</u> per hour after
715	equipment, piping, barriers	the first two hours for the actual
716	walking surfaces, pool	time spent reviewing plans and
717	appurtenances, filtration	specifications, payable at the time
718	equipment, mechanical	of final approval.
719	Equipment, or pool structure.)	
720	3. Plan resubmittal.	\$(215.00) <u>243.00</u> per hour for the
721		actual time spent reviewing plans
722		and specifications, payable at the
723		time of final approval.
724	4. Preoccupancy inspection	\$(430.00) <u>486.00</u> base fee plus
725	subsequent to the initial	\$(215.00) <u>243.00</u> per hour
726	preoccupancy inspection	after the first two hours.
727	5. Operating permit.	
728	Water recreation facility (WRF)	\$(593.00) <u>668.00</u>
729	Nonrecirculating spray pool	\$(316.00) <u>365.00</u>
730	Water recreation facility not in use	\$(161.00) <u>182.00</u>

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731	<u>Temporary pool</u>	<u>\$61.00</u>
732	6. Miscellaneous fees.	
733	Inspection outside regular	Cost of service.
734	department working hours	
735	requested by water recreation	
736	facility owner	
737	Reinspection fee	One-half the applicable annual
738		permit fee.
739	Reinstatement of permit after	Applicable annual permit fee.
740	suspension	
741	Variance review fee	\$((430.00)) <u>486.00</u> base fee plus
742		\$((215.00)) <u>243.00</u> per hour after
743		the first two hours.
744	Other examinations, testing, plan	Cost of service.
745	review or inspection services	

746 B. The fee for any initial permit to be issued under this chapter shall be due and
 747 payable on or before the commencement date of the operation subject to such permit.
 748 The annual permit fee shall be due on and payable on June 1 and delinquent June 10,
 749 regardless of the dates of operation of the pool. The fee for the initial permit to operate a
 750 new pool shall be one-half the annual fee if such permit is obtained after November 30.

751 C. Any person who commenced any work for which a permit is required by this
 752 code without first having obtained such permit, shall upon subsequent application for
 753 such permit pay an amount equal to one and one-half of the fee fixed by the above

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754 schedule of fees for such work unless it shall be proved to the satisfaction of the health
755 officer that such work was urgently necessary and that it was not practical to obtain a
756 permit before the commencement of the work. In all such emergency cases, a permit
757 shall be obtained as soon as it is practical to do so, and if there is an unreasonable delay
758 in obtaining such permit, a double fee shall be charged as provided in this section.

759 SECTION 13. R&R 20, Section 1(1), as amended, and BOH 2.22.020 are hereby
760 amended to read as follows:

761 **Plan review fees.**

762 ~~((Part 1—Plan Review Fees.~~

763 ~~Effective Through December 31, 2009.~~

764 The fee for review of plans and specifications shall be:

765 ~~New School Construction~~ — ~~\$346.00 base fee for preoccupancy inspection~~
766 ~~and consultation costs, payable at the time of~~
767 ~~application, plus \$173.00 per hour after two hours~~
768 ~~for the actual time spent reviewing plans and~~
769 ~~specifications, payable at the time of final approval~~
770 ~~School Remodel or~~ — ~~\$346.00 base fee for inspection and consultation~~
771 ~~Renovation~~ — ~~costs, payable at the time of application, plus~~
772 ~~\$173.00 per hour after two hours for the actual time~~
773 ~~spent reviewing plans and specifications,~~
774 ~~preoccupancy inspection and consultation costs,~~
775 ~~payable at the time of final approval~~

776 **Part 2—Plan Review Fees.**

777 **Effective January 1, 2010, Through December 31, 2010.**

778 The fee for review of plans and specifications shall be:

779 ~~New School Construction~~ ————— ~~\$364.00 base fee for preoccupancy inspection~~
780 ~~and consultation costs, payable at the time of~~
781 ~~application, plus \$182.00 per hour after two hours~~
782 ~~for the actual time spent reviewing plans and~~
783 ~~specifications, payable at the time of final approval~~
784 ~~School Remodel or~~ ————— ~~\$364.00 base fee for inspection and consultation~~
785 ~~Renovation~~ ————— ~~costs, payable at the time of application, plus~~
786 ~~\$182.00 per hour after two hours for the actual time~~
787 ~~spent reviewing plans and specifications,~~
788 ~~preoccupancy inspection and consultation costs,~~
789 ~~payable at the time of final approval~~

790 **Part 3 — Plan Review Fees.**

791 **Effective January 1, 2011, Through December 31, 2011.**

792 The fee for review of plans and specifications shall be:

793 ~~New School Construction~~ ————— ~~\$382.00 base fee for preoccupancy inspection~~
794 ~~and consultation costs, payable at the time of~~
795 ~~application, plus \$191.00 per hour after two hours~~
796 ~~for the actual time spent reviewing plans and~~
797 ~~specifications, payable at the time of final approval~~
798 ~~School Remodel or~~ ————— ~~\$382.00 base fee for inspection and consultation~~
799 ~~costs, payable at the time of application, plus~~

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800 ~~\$191.00 per hour after two hours for the actual time~~
801 ~~spent reviewing plans and specifications,~~
802 ~~preoccupancy inspection and consultation costs,~~
803 ~~payable at the time of final approval~~

Part 4--)) Plan Review Fees.

((Effective January 1, 2012, and Thereafter.))

The fee for review of plans and specifications shall be:

807 New School Construction ~~\$((402.00))~~ 486.00 base fee for preoccupancy
808 Inspection and consultation costs, payable at the
809 time of application, plus ~~\$((201.00))~~ 243.00 per
810 hour after two hours for the actual time spent
811 reviewing plans and specifications, payable at the
812 time of final approval

813 School Remodel or ~~\$((402.00))~~ 486.00 base fee for inspection and
814 Renovation consultation costs, payable at the time of
815 application, plus ~~\$((201.00))~~ 243.00 per hour after
816 two hours for the actual time spent reviewing
817 plans and specifications, preoccupancy inspection
818 and consultation costs, payable at the time of
819 final approval

820 SECTION 14. R&R 20, Section 1(2), as amended, and BOH 2.22.030 are hereby
821 amended to read as follows:

Inspection fees.

823 ~~((Part 1— Inspection Fees.~~

824 ~~Effective Through December 31, 2009.~~

825 ~~Periodic inspection, when requested ————— \$346.00 base fee plus~~
826 ~~by the school authority ————— \$173.00 per hour after two hours~~
827 ~~Preoccupancy inspection subsequent to ————— \$346.00 base fee plus~~
828 ~~the final inspection ————— \$173.00 per hour after two hours~~
829 ~~Other inspection services, when requested ——— Cost of service.~~
830 ~~by the school authority~~

831 ~~Part 2— Inspection Fees.~~

832 ~~Effective January 1, 2010, Through December 31, 2010.~~

833 ~~— Periodic inspection, when requested ————— \$346.00 base fee plus~~
834 ~~— by the school authority ————— \$173.00 per hour after two hours~~
835 ~~— Preoccupancy inspection subsequent to ————— \$346.00 base fee plus~~
836 ~~— the final inspection ————— \$173.00 per hour after two hours~~
837 ~~— Other inspection services, when requested ——— Cost of service.~~
838 ~~— by the school authority~~

839 ~~Part 3— Inspection Fees.~~

840 ~~Effective January 1, 2011, Through December 31, 2011.~~

841 ~~— Periodic inspection, when requested ————— \$346.00 base fee plus~~
842 ~~— by the school authority ————— \$173.00 per hour after two hours~~
843 ~~— Preoccupancy inspection subsequent to ————— \$346.00 base fee plus~~
844 ~~— the final inspection ————— \$173.00 per hour after two hours~~
845 ~~— Other inspection services, when requested ——— Cost of service.~~

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846 ~~—by the school authority~~

847 **Part 4--)) Inspection Fees.**

848 **~~((Effective January 1, 2012, and Thereafter.))~~**

849 Periodic inspection, when requested \$~~((402.00))~~ 486.00 base fee plus

850 by the school authority \$~~((201.00))~~ 243.00 per hour after

851 two hours

852 Preoccupancy inspection subsequent to \$~~((402.00))~~ 486.00 base fee plus

853 the final inspection \$~~((201.00))~~ 243.00 per hour after

854 two hours

855 Other inspection services, when requested Cost of service.

856 by the school authority

857 SECTION 15. R&R 7, Ch. 7, as amended, and BOH 2.06.040 are hereby

858 repealed.

859 SECTION 16. **Effective date.** This rule takes effect January 1, 2025.

860 SECTION 17. **Severability.** If any provision of this rule or its application to any

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- 861 person or circumstance is held invalid, the remainder of the rule or the application of the
862 provision to other persons or circumstances is not affected.

R&R BOH24-04 was introduced on and passed by the Board of Health on 10/17/2024,
by the following vote:

Yes: 6 - Barón, Dunn, Kettle, Koellen, Mosqueda and Sweet
Excused: 2 - Hollingsworth and Nelson

KING COUNTY BOARD OF HEALTH
KING COUNTY, WASHINGTON

Signed by:
Teresa Mosqueda
ADD2DCD9E4B3430...

Teresa Mosqueda, Chair

ATTEST:

DocuSigned by:
Melani Hay
8DE1BB375AD3422...

Melani Hay, Clerk of the Board

Attachments: None

Certificate Of Completion

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AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Angel Foss
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	SEATTLE, WA 98104
	Angel.Foss@kingcounty.gov
	IP Address: 198.49.222.20

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Signer Events

Teresa Mosqueda
 teresa.mosqueda@kingcounty.gov
 Security Level: Email, Account Authentication (None)

Signature

Signed by:

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 Signature Adoption: Pre-selected Style
 Using IP Address: 174.21.131.185


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Melani Hay
 melani.hay@kingcounty.gov
 Clerk of the Council
 King County Council
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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 Using IP Address: 198.49.222.20

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Electronic Record and Signature Disclosure:

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

erin house
 erin.house@kingcounty.gov
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	10/18/2024 1:48:32 PM
Signing Complete	Security Checked	10/18/2024 1:50:27 PM
Completed	Security Checked	10/18/2024 1:50:31 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, King County-Department of 02 (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact King County-Department of 02:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: cipriano.dacanay@kingcounty.gov

To advise King County-Department of 02 of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at cipriano.dacanay@kingcounty.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from King County-Department of 02

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with King County-Department of 02

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County-Department of 02 as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County-Department of 02 during the course of your relationship with King County-Department of 02.