

**BEFORE THE BOARD OF HEALTH
OF
ISLAND COUNTY, WASHINGTON**

**IN THE MATTER OF THE ISLAND COUNTY BOARD)
OF HEALTH ON THE AMENDMENT OF THE FOOD)
FEE SCHEDULE: LATE FEE STRUCTURE)**

BOH RESOLUTION: HD-03-25

WHEREAS, the Board of Health (the "Board") is authorized to establish and amend reasonable fees for permits and licenses to cover administrative and inspectional costs; and

WHEREAS, RCW 70.05.060(7) expressly authorizes the Board to establish fee schedules for issuing or renewing licenses, provided that "such fees for services shall not exceed the actual cost of providing any such services"; and

WHEREAS, the current Board of Health Fee Schedule includes a "stepped" late fee structure for Food Establishments, imposing a 15% penalty for initial lateness and increasing to a 35% penalty after one month; and

WHEREAS, the Board finds that a flat 15% late fee is sufficient to encourage timely renewals while remaining fair and reasonable;

NOW, THEREFORE, BE IT RESOLVED BY THE ISLAND COUNTY BOARD OF HEALTH:

SECTION 1. AMENDMENT OF SCHEDULE The Fee Schedule is hereby amended regarding "Food Establishment" late penalties. The provision establishing a 35% late fee for payments made more than one month past the due date is hereby repealed.

SECTION 2. ESTABLISHMENT OF FLAT RATE The late fee for Food Establishment permits shall be established as a flat rate of 15% of the permit fee, applicable to all payments received after the license due date, regardless of the duration of the delay.

SECTION 3. APPLICABILITY & EFFECTIVE DATE This amendment takes effect immediately upon passage. It shall apply to:

1. All future permit renewals; and
2. All currently outstanding late permit fees for the current cycle that have not yet been paid.

SECTION 4. SEVERABILITY If any section of this resolution is held invalid, the remainder of the Fee Schedule shall remain in full force and effect.

Resolution HD-03-25 is ADOPTED this __16th__ day of _December__, 2025.

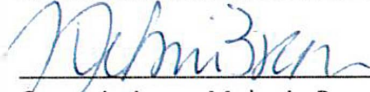
**BOARD OF HEALTH OF ISLAND COUNTY
WASHINGTON**



Commissioner Janet St. Clair, Chair

'Excused'

Commissioner Jill Johnson, Member



Commissioner Melanie Bacon, Member



Commissioner Ron Wallin, Member



Mayor Ronnie Wright, Member

ATTEST:



Dr. Shawn Morris
Public Health Director