

## MEMORANDUM

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To: Melissa Palmer, Public Health Director  
From: Tara Stanec, Environmental Health Manager  
Date: March 16, 2026  
Subject: FY26 Revision of Environmental Health Fee Schedule

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### ***Purpose***

To request approval of the proposed revision of the Mohave County Department of Public Health, Environmental Health Division fee schedule in accordance with A.R.S. 11-251.08 and authorized by A.R.S. 36-187.

### ***Discussion/Analysis***

The fee schedule for the Mohave County Department of Public Health, Environmental Health Division was last revised in 2023. The Environmental Health Division collects fees to cover costs of performing the functions and duties for food safety and general sanitation control as delegated by the Arizona Department of Health Services (ADHS) and Arizona Department of Environmental Quality (ADEQ). These responsibilities include the permitting/licensing and inspection of food establishments, lodging establishments, public and semi-public pools and spas, public school sanitation, RV Parks, campgrounds, and refuse and septic haulers. Similarly, fees are collected for the licensing and inspection of animal kennels as required under Mohave County ordinance 2007-08.

Fee increases included on the proposed fee schedule are due to higher operating costs. Conversely, proposed fee decreases reflect a reduction in operating costs due to adjustments in required time and resources for those services.

Please note that three fee types categorized under 'Animal Health' are removed to reflect amendments to Mohave County ordinance 2007-08, as approved by the Board of Supervisors on June 2, 2025.

### ***Recommendation***

Approve setting a public hearing for May 4, 2026, to consider the revised Mohave County Department of Public Health, Environmental Health Division fee schedule and approve the proposed fee schedule effective June 1, 2026.

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Permit or Inspection Type	Permit Description	Min. Insp/Year	2026 Proposed Fee	2023 Adopted Fee	Proposed Fee Increase (Decrease)	Proposed Fee % Increase (Decrease)
<b>FOOD PROGRAM - 1000</b>						
<b>FOOD SERVICE ESTABLISHMENTS/BARS 1001-1020</b>						
1001	FOOD SERVICE - TYPE I	2	\$547.00	\$540.00	\$7.00	1%
1002	FOOD SERVICE - TYPE II	2	\$713.00	\$640.00	\$73.00	11%
1003	FOOD SERVICE - TYPE III	2	\$849.00	\$810.00	\$39.00	5%
1004	BAR OR TAVERN - NO OTHER FOOD SERVICE	2	\$633.00	\$640.00	(\$7.00)	-1%
1005	BAR/LOUNGE PERMIT IN ADDITION TO SEPARATE FOOD SERVICE PERMIT	2	\$519.00	\$520.00	(\$1.00)	0%
1006	SEASONAL: FOOD SERVICE TYPE I (180 consecutive days or less)	1	\$283.00	\$270.00	\$13.00	5%
1007	SEASONAL: FOOD SERVICE TYPE II (180 consecutive days or less)	2	\$420.00	\$340.00	\$80.00	24%
1008	SEASONAL: FOOD SERVICE TYPE III (180 consecutive days or less)	2	\$481.00	\$440.00	\$41.00	9%
1009	NON-PROFIT CONCESSION STAND - NON CONTINUOUS OPERATION (E.G. SPORTS LEAGUES)	1	\$167.00	\$270.00	(\$103.00)	-38%
<small>Note: Type 1009 is intended to apply to non-profit sports league concession stands found at sports parks/fields only  Note: Seasonal Permits apply only to establishments that operate no more than 180 consecutive days (or 6 consecutive months or less) in a year.</small>						
<b>FOOD SERVICE - OTHER 1021-1030</b>						
1021	DAY CARE CENTER/NURSING HOME/SENIOR CENTERS (FOOD PREP ONLY)	2	\$638.00	\$660.00	(\$22.00)	-3%
1022	BED AND BREAKFAST/BOARDING HOUSE	2	\$638.00	\$640.00	(\$2.00)	0%
1023	PUBLIC SCHOOLS (MAIN KITCHEN WITH DELIVERY VEHICLES)	2	\$551.00	\$490.00	\$61.00	12%
1024	SATELLITE FACILITY	2	\$255.00	\$290.00	(\$35.00)	-12%
1025	PUBLIC SCHOOLS (MAIN KITCHEN)	2	\$502.00	\$440.00	\$62.00	14%
<b>MISCELLANEOUS FOOD ESTABLISHMENTS 1031-1040</b>						
1031	FOOD PROCESSOR	2	\$540.00	\$540.00	\$0.00	0%
1032	BAKERY/CONFECTIONARY	2	\$540.00	\$540.00	\$0.00	0%
1033	MEAT MARKET OR MEAT ESTABLISHMENT	2	\$540.00	\$540.00	\$0.00	0%
1034	VENDING MACHINE OPERATOR	1	\$299.00	\$270.00	\$29.00	11%
1035	VENDING MACHINE-POTENTIALLY HAZARDOUS MACHINE	1	\$106.00	\$95.00	\$11.00	12%
<b>RETAIL FOOD/FOOD WAREHOUSES 1041-1050</b>						
1041	RETAIL/PACKAGED FOOD < 50 SQ FT	1	\$173.00	\$170.00	\$3.00	2%
1042	RETAIL/PACKAGED FOOD 51 - 2000 SQFT	1	\$360.00	\$320.00	\$40.00	13%
1043	RETAIL FOOD/PACKAGED FOOD > 2000 SQ FT	1	\$510.00	\$470.00	\$40.00	9%
1044	WHOLESALE FOOD DISTRIBUTOR	1	\$385.00	\$320.00	\$65.00	20%
1045	FOOD WAREHOUSE	1	\$385.00	\$320.00	\$65.00	20%
1047	FOOD WAREHOUSE - NON PROFIT (E.G. FOOD BANK)	1	\$0.00	\$0.00	\$0.00	0%
1048	DRINK DISPENSER PERMIT (ONLY IN COMBO WITH A RETAIL PERMIT)	1	\$133.00	\$110.00	\$23.00	21%
<b>COMMISSARY/MOBILES 1051-1060</b>						
1051	CATERING OR COMMISSARY	2	\$672.00	\$640.00	\$32.00	5%
1052	CATERING VEHICLE	1	\$97.00	\$95.00	\$2.00	2%
1053	MOBILE: FOOD PEDDLER OPEN FOOD LIMITED ITEMS	2	\$592.00	\$540.00	\$52.00	10%
1054	MOBILE: FOOD PEDDLER (FOOD PREPARATION UNITS - MULTIPLE ITEMS)	2	\$702.00	\$660.00	\$42.00	6%
1055	MOBILE: FOOD UNIT - PREPACKAGED FOODS ONLY	1	\$166.00	\$145.00	\$21.00	14%
<b>WATER/ICE SERVICES 1061-1070</b>						
1061	BOTTLED WATER PLANT	2	\$540.00	\$540.00	\$0.00	0%
1062	WATER DISPENSING MACHINE (EACH)	1	\$89.00	\$95.00	(\$6.00)	-6%
1063	ICE MANUFACTURING PLANT	2	\$540.00	\$540.00	\$0.00	0%
<b>TEMPORARY EVENTS 1071-1080</b>						
1071	TEMPORARY FOOD SERVICE		\$108.00	\$95.00	\$13.00	14%
	<7 days notice \$50.00 additional fee		\$65.00	\$50.00	\$15.00	30%
1072	TEMP. FOOD SERVICE (NON-PROFIT OR TAX EXEMPT)	1	\$54.00	\$45.00	\$9.00	20%
	<7 days notice \$25.00 additional fee		\$35.00	\$25.00	\$10.00	40%
1073	TEMPORARY RETAIL FOOD	1	\$96.00	\$70.00	\$26.00	37%
1074	TEMPORARY RETAIL FOOD (NON-PROFIT OR TAX EXEMPT)	1	\$48.00	\$35.00	\$13.00	37%
1075	COOK OFF UP TO 20 PARTICIPANTS	1	\$108.00	\$145.00	(\$37.00)	-26%
	EACH ADDITIONAL PARTICIPANT \$5.00		\$5.00	\$5.00	\$0.00	0%

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	<7 days notice \$50.00 additional fee		\$65.00	\$50.00	\$15.00	30%
1076	COOK OFF UP TO 20 PARTICIPANTS (NON-PROFIT OR TAX EXEMPT)	1	\$54.00	\$45.00	\$9.00	20%
	EACH ADDITIONAL PARTICIPANT \$2.50		\$2.50	\$2.50	\$0.00	0%
	<7 days notice \$25.00 additional fee		\$35.00	\$25.00	\$10.00	40%
1077	SAMPLING PERMIT (non-potentially hazardous prepackaged food items only)	1	\$89.00	\$35.00	\$54.00	154%
1078	ANNUAL TEMPORARY FOOD SERVICE	2	\$293.00	\$270.00	\$23.00	9%
1079	ANNUAL TEMP FOOD SERVICE(NON-PROFIT OR TAX EXEMPT)	2	\$147.00	\$145.00	\$2.00	1%

Note A: Sampling permits apply only to those vendors offering samples of non-potentially hazardous *prepackaged* food items. If the food items are prepared onsite and packaged, the full temporary event permit fee will apply.

Note B: Non-profit/tax exempt permits apply only to those organizations that are not "for-profit" businesses or entities. Proof of non-profit or tax exempt status must be shown at the time of application.

Note C: The temporary event permit is issued in conjunction with a community event and is valid for a max.14 consecutive days within a permit year provided that it is the same permittee/booth at the same location and the same event. For clarification, only one temporary event permit may be obtained by the same permittee/booth at the same location in a permit year. Exception: For fundraising purposes only, a non-profit group may obtain up to 4 temporary event permits per year (aside from regularly scheduled community events e.g. County Fair, Andy Devine Days, Cornfest, Taste of Lake Havasu, etc.)

ACCOMMODATIONS/PARKS - 1100						
HOTEL/MOTEL - 1101-1110						
1101	PUBLIC ACCOMMODATIONS (up to 50 units)	1	\$248.00	\$220.00	\$28.00	13%
1102	PUBLIC ACCOMMODATIONS (51-99 units)	1	\$428.00	\$320.00	\$108.00	34%
1103	PUBLIC ACCOMMODATIONS (100+ units)	1	\$514.00	\$420.00	\$94.00	22%
1104	NON-PROFIT PUBLIC ACCOMMODATIONS (E.G. HOMELESS SHELTER)	1	\$0.00	\$0.00	\$0.00	0%
CAMPGROUNDS - 1111-1120						
1111	CAMPGROUNDS	1	\$557.00	\$520.00	\$37.00	7%
1112	CAMPGROUNDS - NON-PROFIT	1	\$0.00	\$0.00	\$0.00	0%
RV PARKS - 1121-1130						
1121	MOBILE HOME/TRAILER PARK (up to 50 spaces)	1	\$270.00	\$220.00	\$50.00	23%
1122	MOBILE HOME/TRAILER PARK (51-150 spaces)	1	\$334.00	\$270.00	\$64.00	24%
1123	MOBILE HOME/TRAILER PARK (151+ spaces)	1	\$398.00	\$320.00	\$78.00	24%
SCHOOL BUILDINGS - 1131-1140						
1131	SCHOOL BUILDING	1	\$261.00	\$220.00	\$41.00	19%
PUMPERS/HAULERS - 1200						
SEPTIC PUMPERS/HAULERS - 1201-1210						
1201	SEPTIC TANK PUMPER/CHEMICAL TOILET SERVICE (INSPECTION FEE PER TRUCK)*	1	\$110.00	\$97.00	\$13.00	13%
*Fee for septic tank pumpers/chemical toilet service is an inspection fee only for those vehicles over 750 gallons and permit fee for those vehicles less than 750 gallons. Vehicles over 750 gallons are licensed by ADEQ and inspected per delegation, by Environmental Health.						
GARBAGE HAULERS - 1211-1220						
1211	GARBAGE HAULER (PRIVATE - PER TRUCK)	1	\$110.00	\$97.00	\$13.00	13%
RECREATIONAL HEALTH - 1300						
1301	SEMI PUBLIC POOL OR SPRAY POND	1	\$299.00	\$285.00	\$14.00	5%
1302	SPA OR JACUZZI	1	\$299.00	\$285.00	\$14.00	5%
1303	(1) POOL OR SPRAY POND AND (1) SPA/JACUZZI	1	\$363.00	\$335.00	\$28.00	8%
1304	ADD'L POOL OR SPRAY POND OR SPA/JACUZZI	1	\$72.00	\$125.00	(\$53.00)	-42%
1305	PUBLIC POOL OR SPRAY POND (PER MONTH IN OPERATION)	1	\$138.00	\$135.00	\$3.00	2%
ANIMAL HEALTH - 1400						
1401	<del>PET SHOP</del> REMOVE: Rescinded from Ordinance 2007-08, June 2025		\$0.00	\$220.00	REMOVED	-100%
1403	KENNEL	1	\$258.00	\$220.00	\$38.00	17%
1402	<del>GROOMING PARLOR</del> REMOVE: Rescinded from Ordinance 2007-08, June 2025		\$0.00	\$220.00	REMOVED	-100%
1404	<del>COMBINATION PERMIT</del> REMOVE: Rescinded from Ordinance 2007-08, June 2025		\$0.00	\$270.00	REMOVED	-100%

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REQUIRED PLAN REVIEW						
<b>FOOD SERVICE ESTABLISHMENT</b>						
MOBILE FOOD	2	\$349.00	\$295.00	\$54.00	18%	
< 2000 SQ. FT. (TWO OR LESS PERMIT TYPES)	2	\$583.00	\$445.00	\$138.00	31%	
> 2000 SQ. FT. (TWO OR LESS PERMIT TYPES)	2	\$779.00	\$645.00	\$134.00	21%	
FOOD SERVICE/RETAIL FOOD WITH MULTIPLE DEPTS (THREE OR MORE PERMIT TYPES)	2	\$1,106.00	\$1,045.00	\$61.00	6%	
REMODEL OR ADDITION	1	\$285.00	\$285.00	\$0.00	0%	
HACCP REVIEW FOR FOOD ESTABLISHMENTS	1	\$241.00	\$225.00	\$16.00	7%	
NOTE: A remodel or addition applies only to those establishments that are currently permitted by the Environmental Health Division. All other construction is considered "new construction."						
<b>RETAIL FOOD OR PACKAGED FOOD ESTABLISHMENT</b>						
<1000 SQ. FT.	1	\$150.00	\$145.00	\$5.00	3%	
1,001 - 2,000 SQ. FT.	1	\$199.00	\$195.00	\$4.00	2%	
> 2,000 SQ. FT.	1	\$315.00	\$245.00	\$70.00	29%	
<b>MISCELLANEOUS ANNUALLY PERMITTED ESTABLISHMENTS</b>						
PET SHOP/KENNEL/GROOMING KENNEL	1	\$150.00	\$145.00	\$5.00	3%	
PET SHOP/KENNEL/GROOMING KENNEL REMODEL/ADDITION	1	\$77.00	\$85.00	(\$8.00)	-9%	
PUBLIC ACCOMMODATIONS (CAMPGROUNDS, TRAILER PARKS, HOTELS)	1	\$364.00	\$345.00	\$19.00	6%	
PUBLIC ACCOMMODATIONS REMODEL/ADDITION	1	\$218.00	\$185.00	\$33.00	18%	
SCHOOL BUILDINGS	1	\$287.00	\$245.00	\$42.00	17%	
SCHOOL BUILDINGS REMODEL/ADDITION	1	\$180.00	\$135.00	\$45.00	33%	
NOTE: A remodel or addition applies only to those establishments that are currently permitted by the Environmental Health Division (EHD) or establishments that have been permitted in the past and at the discretion of the EHD. All other construction is considered "new construction."						
<b>MISCELLANEOUS FEES - ANNUAL PERMITS PROGRAMS</b>						
OPERATING WITHOUT REQUIRED PERMIT (FACILITIES OPEN FOR BUSINESS WITHOUT REQUIRED PERMIT - ADDED TO ANNUAL FEE)	2	\$460.00	\$560.00	(\$100.00)	-18%	
FOOD HANDLER CERTIFICATION		\$20.00	\$20.00	\$0.00	0%	
CERTIFIED FOOD PROTECTION MANAGER CLASS		\$120.00	\$85.00	\$35.00	41%	
REPLACEMENT FOOD HANDLER CARD		\$10.00	0.25	\$9.75	3900%	
<b>MISCELLANEOUS FEES - OTHER</b>						
REQUIRED ADDITIONAL INSPECTION - ANNUAL PERMITS	1	\$220.00	\$125.00	\$95.00	76%	
REQUIRED ADDITIONAL INSPECTION - RECREATIONAL HEALTH, SEPTIC/REFUSE HAULERS	1	\$89.00	\$80.00	\$9.00	11%	
SANITARIAN/FIELD CONSULTATION FEE - MIN. 1 HR (e.g. opening insp, complaint response, etc.)	1	\$169.00	\$120.00	\$49.00	41%	
PHOTOCOPY (ONE SIDE OF ONE PAGE)		\$1.00	\$0.25	\$0.75	300%	
FAX (ONE SIDE OF ONE PAGE)		\$3.50	\$3.50	\$0.00	0%	
CLERICAL RESEARCH (PER HOUR) - FOR 3 OR MORE FILE RESEARCH REQUESTS PER DAY BY THE SAME PARTY		\$59.00	\$60.00	(\$1.00)	-2%	
LATE FEE (FIRST 30 DAYS)		\$65.00	\$50.00	\$15.00	30%	
TECHNOLOGY ENHANCEMENT FEE		\$15.00	\$15.00	\$0.00	0%	