

Monroe County Health Department

Permit	Expiration Date (Annually)
Bed and Breakfast	\$72.00 6/30
Campground	6/30
1-10 sites	\$72.00
11 or more sites	\$7.00
Care Facility	\$72.00 6/30
Child Care Center	12/31
# of Children	
Family Day Care Facility (7 – 12)	\$72.00
Day Care Center (13 – 25)	\$150.00
Day Care Center (26 and over)	\$222.00
Food Service Establishment	6/30
Seating Capacity	
0 – 20	\$150.00
21 – 50	\$300.00
51 – 80	\$450.00
81 and over	\$600.00
* If the facility has a liquor license from the West Virginia Alcoholic Beverage Control Administration – an additional \$150.00 fee shall be added to each seating capacity amount.	\$150.00
Hotel/Motel	6/30
Number of Rooms	
0 – 20	\$150.00
21 – 50	\$300.00
51 – 80	\$450.00
81 and over	\$600.00
Individual Sewage Disposal Systems and Innovative Alternative Type Sewage Systems	1 Year from Date of Issue

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Type of System	*Add \$30.00 DEP fee	
Conventional Single-Family Dwelling		\$222.00
All other types of system		\$450.00
Industrial Campground		6/30
Labor Camp		6/30
Permit		Expiration Date (Annually)
Mass Gathering		End of Event
\$60.00 per event	\$72.00	
Mobile Food Establishment		6/30
Manufactured Home Community		12/31
# of Lots		
Up to 10 parked manufactured home units	\$150.00	
11 to 20 parked manufactured home units	\$180.00	
21 to 30 parked manufactured home units	\$270.00	
More than 30 parked manufactured home units	\$330.00	
Organized Camp		6/30
Recreational Water Facility		12/31
Retail Food Store		6/30
Fee per checkout	\$72.00	
Schools (Facility)		6/30
Fee per site	\$72.00	
Subdivision		N/A
# of Lots		
Fee per lot	\$14.00	
Minimum fee	\$120.00	

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Temporary Food Service Establishment (maximum 14 days)		Noted on Permit
Fee per unit	\$72.00	
In-State Vendor Temporary Food Service Establishment (non-potentially hazardous food only)		1 Year from Date of Issue
Fee per unit	\$72.00	
Vending Machine		6/30
Fee per machine per site	\$72.00	
Maximum Fee per site	\$432.00	
Water Well	\$150.00	1 Year from Date of Issue
Permit		Expiration Date (Annually)
The following permit fees are set by WV Legislative Code and cannot be changed		
Body Peircing (WV Rule 64CSR80)		6/30
Tattoo Parlors (WV Code 16-38-6)		6/30
Sewage Tank Cleaner (WV Rule 64CSR9)		1 Year from Date of Issue
Statewide Mobile Food Permit/Reciprocity...In process with current Legislative Session		6/30
Prorating of Fixed Expiration Date Permit Fees		
# of Months from Fixed Expiration Date < 3 months 3 months to < 6 months 6 months to < 9 months 9 months to < 12 months *The fee charged for an annual permit with a fixed expiration date. **Proration of fee does not apply to fees set by WV Code or Rule.		

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Late Fee for Expired Permits		
*A late fee of 25 percent for all expired permits listed and will be applied to the permit fee schedule. Payment must be received within 10 days of the expiration date to avoid the late fee assessment. **Late fee does not apply to fees set by WV Code or Rule		
Fees for Service		Expiration Date
Food Handler's Card (2 year cards)		
County Wide	\$24.00	2 Years from Date of Issue
State Wide (WV Code 16-2-16: a food handler permit or card issued pursuant to the procedures put in place by a local county health department shall be valid for at least one year but not longer than three years. The permit or card shall be valid in all counties of the state, if the applicant pays an additional fee not to exceed \$10)	\$34.00	2 Years from Date of Issue
Facility Re-inspection Fee		
	First Occurrence \$50 Second Occurrence \$100 Third Occurrence \$200 Fourth Occurrence \$300 Cap Max fee \$300	NA
Home Loans		
Water	\$50.00	NA
Septic	\$50.00	NA
Private Water Samples		
	\$50.00	NA
Subdivision Plan Review of Site		
	\$38.00	NA
Subdivision Inspection of Site		
	\$39.00	NA
Homeowner's Installation Test Fee		
	\$20.00	NA
On-site Consult Fee		
	\$50	NA