



Board of Health

Edward Cosgrove, PhD
Vice Chair, Board of Health

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Chair, Board of Health

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Member, Board of Health

PERMIT & LICENSE FEE SCHEDULE

<u>Permit/License</u>	<u>New Fee</u>
Animal Permit	90.00
<ul style="list-style-type: none"> • Additional per species for laboratory animals 	20.00
Biotechnology Initial Registration	750.00
<ul style="list-style-type: none"> • Renewal/change in use 	500.00
Body Art Establishment	700.00
Body Art Practitioner Permit	575.00
Bodyworks Establishment Plan Review	200.00
Bodyworks Establishment Permit	100.00
Bodyworks Practitioner Permit	50.00
Breast Milk Registration <i>(not subject to Late Renewal Surcharges)</i>	25.00
Camp license	155.00
Demolition Permit <i>(not subject to Late Renewal Surcharges)</i>	50.00
<u>Food:</u>	
<ul style="list-style-type: none"> • Bottling Permit 	500.00
<ul style="list-style-type: none"> • Food service – less than 50 seats, retail between 1500-3000 sq. ft. 	265.00
<ul style="list-style-type: none"> • Food service – more than 50 seats, retail between 3000-6000 sq. ft. 	460.00
<ul style="list-style-type: none"> • Food service – 150 - 250 seats, retail between 6000-10,000 sq. ft. 	525.00
<ul style="list-style-type: none"> • Food service – more than 250 seats 	625.00
<ul style="list-style-type: none"> • Mobile: food prep or PHF's; small; retail (less than 1500 sq. ft.) 	165.00
<ul style="list-style-type: none"> • Plan Review 	225.00
<ul style="list-style-type: none"> • Plan review – per revision 	30.00
<ul style="list-style-type: none"> • Prepackaged (no refrigeration); very limited retail; no coffee; good compliance record 	70.00
<ul style="list-style-type: none"> • Prepackaged (refrigeration); limited retail; mobile prepackaged 	120.00
<ul style="list-style-type: none"> • Retail more than 10,000 square feet 	655.00
<ul style="list-style-type: none"> • Temporary/one day event permit 	30.00
<ul style="list-style-type: none"> • Farmers market/seasonal 	50.00

Effective March 15, 2016.

Permit/License	New Fee
Hauler Truck – septic, grease, rubbish	130.00
Hotel/Motel	150.00
Marijuana:	
• Plan Review (Dispensary Site)	1,000.00
• Plan Review (Cultivation/Processing Site)	1,000.00
• Plan Review (Storage/Disposal)	1,000.00
• Plan Review (Continuity of Business/Continuity of Operations)	NO FEE
• Plan Review (Security)	NO FEE
• Registered Marijuana Dispensary (RMD) Permit	2,500.00
• Marijuana Home Cultivation Permit (Home Permit)	150.00 ¹
Medical Waste Hauler	160.00
Non-Profit	50% off Fee
Sharps Permit	100.00
Swimming Pool:	
• Public/Semi-public – Plan Review	265.00
• Public/Semi-public – Seasonal Permit	160.00
• Public/Semi-public – Annual Permit	240.00
• Variance – initial application	140.00
• Variance – renewal	85.00
Tanning (Indoor Tanning):	
• New Establishment	250.00
• Each Booth	100.00
Title V/Septic: <i>(not subject to Late Renewal Surcharges)</i>	
• Installer’s Permit & test	250.00/125.00
• Installer’s test every 2 years	30.00
• Soil Application (less than 2 hours)	430.00
• Soil Application (each additional hour over 2 initial hours)	65.00
• Septic Plan Review	255.00
• Plan Review – less than 2 revisions	
○ Addition to home with Septic	75.00
○ Deed Restriction	100.00
○ Additional Plan Reviews for Septic Design	30.00
• Construction Permit	355.00
• Excavation & Trench Permit	50.00
• Construction Permit – minor system repair	125.00
• Variance Request	125.00
Tobacco Permit to sell	700.00
Vaccine Administration fee: Clinics (per shot) <i>(not subject to Late Renewal Surcharges)</i>	10.00
Well Application – Irrigation <i>(not subject to Late Renewal Surcharges)</i>	150.00
Well Application – Geothermal <i>(not subject to Late Renewal Surcharges)</i>	225.00
Well Application – Site Visit to well (per hour) <i>(not subject to Late Renewal Surcharges)</i>	60.00
Woodburning Boiler Permit Review <i>(not subject to Late Renewal Surcharges)</i>	100.00

¹ If this fee poses a verified financial hardship, the Director of Public Health will substantially reduce or waive the fee.

Notes

- In order for a permit or license renewal to be considered by the Needham Public Health Department, it must be:
 - submitted with all required documentation and attachments;
 - complete and accurate; and
 - inclusive of payment in full.
- Permit and license renewals (which are accurate and complete and which include payment) will be reviewed and approved promptly. The processing time for applications is at least 15 business days, but every effort will be made to review applications promptly and those which are complete and accurate and inclusive of full payment may be processed in less time (potentially substantially less time).
 - **Delayed License/Permit Renewals** are those submitted within 15 business days of permit/license expiration.
 - **Late License/Permit Renewals** are those submitted within 10 business days of permit/license expiration.
 - **Last-Minute License/Permit Renewals** are those submitted within 5 business days of permit/license expiration.
- Expedited reviews of permit and license renewals may be ordered at the applicant's discretion to avoid a possible gap in licensure, but that is not required.
- Non-profit organizations may, upon request and when approved by the Director of Public Health, receive a discount of up to 50% on the applicable fees.

<u>Surcharges</u>	<u>New</u>
• Delayed License/Permit Renewal	\$50.00
• Late License/Permit Renewal	\$100.00
• Last-Minute License/Permit Renewal	DOUBLE FEE
• Noncompliance Re-inspection	125.00
• Inspection following Noncompliance for Operating without a Permit	DOUBLE FEE