



FEES ARE NON-REFUNDABLE

PLAN REVIEW FEES (FOOD SERVICES)

Plan review fees are determined by square footage of food service areas (ex: kitchen, food storage, bars, wait stations, soda stations, etc.) Also include toilet rooms and outside storage sheds. Do NOT include the entire establishment.

- (A) NEW CONSTRUCTION OR CONVERSION OF EXISTING STRUCTURES:
(Ex: new construction; build-out of an existing structure; a changeover in menu or concept, etc.)
 - Retail farmers' market variance - \$100
 - 1 to 1,000 square feet - \$200
 - over 1,000 to 10,000 square feet - \$300
 - over 10,000 to 50,000 square feet - \$400
 - over 50,000 square feet and up - \$500

- (B) CHANGE OF OWNER OR EXTENSIVE REMODEL: 75% or greater of (A)
(Ex: owner has changed but concept and menu remain the same; remodeling an existing kitchen)
 - 1 to 1,000 square feet - \$150
 - over 1,000 to 10,000 square feet - \$225
 - over 10,000 to 50,000 square feet - \$300
 - over 50,000 square feet and up - \$375

- (C) MINOR REMODEL: less than 75% OF (A)
(Ex: adding a bar or soda station to an existing permitted establishment)
 - 1 to 1,000 square feet - \$100
 - over 1,000 to 10,000 square feet - \$150
 - over 10,000 to 50,000 square feet - \$200
 - over 50,000 square feet and up - \$250

Annual permit fee and city license fees should not be submitted until your facility is ready to open. Please do NOT submit them with your plan review information.

ANNUAL PERMIT FEES (FOOD SERVICES)

Category 1 - \$400 (May 1 – October 31)	\$200 (November 1 – April 30)
Category 2 - \$300 (May 1 – October 31)	\$150 (November 1 – April 30)
Category 3 - \$150 (May 1 – October 31)	\$75 (November 1 – April 30)

Applies to vendors at farmers' markets only that sell pre-packaged, refrigerated or frozen foods or shell eggs:
Category 3 - \$50 (May 1 – October 31) \$25 (November 1 – April 30)

CITY LICENSE FEES (FOOD SERVICES)

Champaign - \$20
Urbana - \$87 annual / \$61 mobile / \$56 temporary

SPECIAL FEES (FOOD SERVICES)

Temporary Events (one day) - \$50
Temporary Events (two to fourteen consecutive days) - \$75
Cottage Food Operator Registration (per calendar year) - \$50
Permit Reinstatement Fee - \$50
Late Fee - \$100 late annual permit renewal / \$25 temporary permit

OVER →

SEWAGE PROGRAM FEES

Private Sewage System Permit - \$200

Variance - \$200

Sewage Code Book - \$8

Plat Review - 1-10 lots \$200
 Each lot over 10 \$ 15

WATER PROGRAM FEES

Private Water Well Permit - \$200 (\$100 permit fee + \$100 inspection fee)

Closed Loop Well – Residential - \$250 (\$100 permit fee for 1-10 boreholes* + \$150 inspection fee)

Closed Loop Well – Non-residential - \$400 (\$100 permit fee for 1-10 boreholes* + \$300 inspection fee)

* Add \$10 for each additional borehole drilled above ten

Well Test Kit - \$20 (for private wells on properties within Champaign or Urbana city limits)

MISCELLANEOUS FEES

Radon Kit - \$7

Insufficient Funds Fee - \$25

Food Code Book (replacement – paper copy) - \$8

Health Permit (replacement copy) - \$5

Freedom of Information Copying Fees

Black & white, letter or legal size -	1-50 pages	Free
	51 st page +	\$0.15 per page

Color, letter or legal size -	Actual cost of copies
Other media -	Actual cost of media

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