



The University of Texas at Austin
Environmental Health & Safety

Memorandum

Date: 6/12/2023

To: Leticia Amaro

From: Irezama (Nena) Anderson

Re: Food-Water-Sanitation Program Fee Schedule

Environmental Health and Safety (EHS) has a schedule of fees (attached) related to food safety, water safety and sanitation requirements. These fees reflect a more expanded suite of services that EHS provides, related to the food, water and sanitation program.

Annual Permit Fee (Fixed Food Establishments)

EHS requires brick and mortar permitted food establishments to pay an annual fee to maintain their permit. This permit fee is based on the number of employees at the permitted facility and includes two inspections per year.

An additional re-inspection fee per inspection will be assessed if your facility must be re-inspected due to failure.

EHS will be sending out permit invoices in June. If permit fees have not been collected within 45 days of invoice date a late fee will be charged as shown in attached fee schedule. Non-UT vendors should contact Leticia Amaro at (512) 471-9632 to arrange payment. Food permits will automatically be sent out for the next fiscal year around mid-August.

For information on the food inspection process see:

<https://ehs.utexas.edu/working-safely/public-health/food-drinking-water-safety#inspections>

Annual Permit Fee (Mobile Food Establishments)

EHS requires mobile permitted food establishments or food trucks to pay an annual fee to maintain their permit. This fee includes two inspections per year.

Temporary Food Events

Organizations or entities wishing to hold a temporary food event must be permitted. The cost is per space/per day. Temporary food events may cover multiple days (not to exceed 10). The number of temporary food events held by an organization may not exceed 10 in a twelve month period. Non-UT affiliated organizations must be sponsored by a University Department or Program.

Single-Use Mobile Event Fee

For events that use a food truck one time, a single-use mobile event fee will apply for the EHS food safety inspection. For mobile vendors that have not been inspected by the Austin Fire Department (AFD), an additional fee for a Fire Prevention Services (FPS) inspection will apply.

Plan Review Fee

EHS requires that new building construction and renovations of kitchens must have a plan review. These fees will be charged based on the size of the project i.e., small or large (e.g. a kiosk is a small project whereas a café is a large project).

After-Hours Inspection Fee

For inspections required outside the normal business hours of Monday to Friday 8 am to 5 pm, an inspection fee in addition to the annual permit fees listed above will be charged. After hours fees are listed in several different areas.

Food Service Construction Inspection Fee

EHS requires that new building construction and renovations of kitchens must have a construction inspection related to kitchens, water quality, grease traps and sanitary connections. These fees will be charged based on the amount of time EHS employees spend on the project, and will be charged per EHS employee per 2-hours.

Water Testing Fee

EHS collects drinking water samples in response to complaints or requests. Testing may include a small suite of parameters (chlorine, lead and copper) or a more comprehensive suite of parameters.

EHS staff also observe water sample collection during the construction phase of a project.

Pool Inspection Fee

EHS requires an annual inspection for every UT Austin pool, whether it serves only University users or members of the public.

Food Safety Training

All food handling personnel must have documented food safety training. Food manager training is offered through several commercial companies. Food handler training can be completed by taking the online course developed by UT Housing and Dining (for UT employees and students only) and printing out the certificate or through the Department of State Health Services (DSHS) in person or online (see links below):

To access the UT Housing and Dining training, log in to UT Learn and search "DHFS" to find the food safety training.

DSHS Food Handler Classroom Programs:

<https://dshs.texas.gov/food-handlers/training/classroom.aspx>

DSHS Food Handler Online Courses:

<https://www.dshs.texas.gov/food-handlers/training/online.aspx>

DSHS Food Manager Approved Classroom and Online Sites:

<https://www.dshs.texas.gov/food-managers/certification.aspx>

We appreciate you continuing to keep food and water safe at the University. If you have any billing questions or concerns please contact Leticia Amaro (Leticia.amaro@austin.utexas.edu 512-471-9632). For all other questions contact Justin Pepper (Justin.pepper@austin.utexas.edu 512-475-6328) or Brent McGlothlin (brent.mcglathin@austin.utexas.edu 512-471-2039).

A copy of this memorandum and fee schedule are posted on the EHS website at <https://ehs.utexas.edu/working-safely/public-health/food-drinking-water-safety#permitting>



Irezama Anderson

Associate Director, Environmental Programs

Food-Water-Sanitation Program Schedule of Fees, 2023-24	
<u>Annual Permit Fee (Fixed Food Establishment)</u>	
1 to 9 employees:	\$500
10 to 25 employees:	\$567
26 to 50 employees:	\$636
51 to 100 employees:	\$705
Over 100 employees:	\$772
<u>Re-inspection Fee (Due to Failure)</u>	\$210
<u>Late Fee (if payment not received within 45 days of notice)</u>	\$105
<u>Annual Permit Fee (Mobile Food Establishment)</u>	\$320
<u>Single Use Mobile Event Fee</u>	
EHS food safety inspection only	\$155
FPS inspection (if needed)	\$130
<u>Expedited Inspection for Mobile Vendors (< 72 hours) - added fee</u>	\$75
<u>Temporary Food Events</u>	
Departmental/Student Organizations	Free
Non-UT Affiliated with UT sponsor (per space)	\$50
<u>Food Service Plan Review Fee</u>	
Small project	\$450
Large project (with more than 1 establishment)	\$2,000
<u>Food Service Construction Inspection</u>	
Regular Business Hours per Hour	\$53
After-Hours per Hour	\$79.50
<u>Regulatory Compliance Fee</u>	
Dye Test, Discharge Requests, Repeat SWPPP inspections, Construction Site Hazmat disposal	\$46
After Hours per Hour	\$69
Emergency Response	\$76
After-Hours per Hour	\$114
<u>Hazardous Materials Inspection Fee</u>	
Per Hour	\$53
<u>Water Testing Fee</u>	
Bacteriological Testing (per sample)	\$57
Chlorine only	\$21
Lead and Copper	\$75
CCR Suite	\$850
Observation/collection of construction related samples (2-Hour increment)	\$110
<u>Pool Inspection Fee</u>	\$230