

Summary: Pet Business Program Proposed Fee Changes (Title 2)

This document outlines draft changes that Public Health—Seattle & King County’s Pet Business Program is proposing to the King County Board of Health (BOH) to update fees for pet-related businesses contained in BOH Title 2: Officers and Administration. These are draft proposed changes that are not final.

Key changes:

- 1. Assess a more realistic upfront cost for plan review:** Applies a 3-hour base fee instead of a 1-hour base, followed by charging an additional 2 hours after finishing plan review. (Plan reviews typically require a minimum of 3 hours.)
 - Reason for change: Improve transparency of upfront costs and minimize the need to bill a second time for additional hours.
- 2. Establish tiered fees for pet daycare and boarding facilities:** Tiers based on the number of animals and business complexity, maintain lower fees for smaller businesses and increase fees for larger and more complex operations. Tier 1 (lowest fee): Up to 10 dogs/ cats, Tier 2: 11-40 dogs/ cats, Tier 3: 41-60 dogs/ cats, Tier 4 (highest fee): 61 dogs/cats or more.
 - Reason for change: Respond to increased scale for some businesses as we see significant growth in large operations.
- 3. Implement full cost recovery for permit fees:** Update service hour base for all permits to reflect the actual level of effort for services. Increases will range from 0.25 to 1.75 service hours, with larger increases for larger, more complex boarding facilities.
 - Reason for change: Updates are needed to reflect the actual cost of services. Most current fees are based on 2010 estimates from when the program started.
- 4. Establish a one-time unpermitted facility fee:** Double the initial permit fee for unpermitted businesses that are non-responsive to outreach.
 - **Reason for the change:** Incentivize unpermitted businesses to become permitted and recover costs for additional compliance efforts.
- 5. Update miscellaneous service fees:** Update fees for variance requests, re-inspections, and other miscellaneous services.
 - **Reason for the change:** Help ensure businesses requiring additional services pay those as direct costs rather than distributing the costs across all permitted businesses.

Why update the Pet Business Program rates?

The current fees do not cover the full cost of the program’s services. Pet businesses pay a permit fee that covers the cost of services, including plan review for new or remodeled facilities,

inspections, and education and technical assistance. We need to update the rates to reflect the cost of actual services.