



# County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH  
 HAZARDOUS MATERIALS DIVISION  
 P.O. BOX 129261, SAN DIEGO, CA 92112-9261  
 (858) 505-6880 FAX (858) 505-6786  
<http://www.sdcdeh.org>



## Unified Program Facility Permit Fees – Effective 07/01/2019

Permit Type	Fees	Fee Codes
<b>General Permit Fees</b>		
Unified Program Facility Permit Base Fee	\$354	6HBASE-EHO
Permit Non-Notification Fee	\$354	6HNONOTIFO
Re-inspection Fee	\$354	6HRINSPEHO
Flat fee for Remote Sites per SDCC 65.107 ( <i>One-time fee</i> )	\$1,101	6HREMOTEO
Notification Only Fee for Low Risk Unified Program Facilities ( <i>includes facilities generating photographic waste only</i> )	\$74	6HPHOTOEHO
UCSD Flat Annual Rate ( <i>base fee included</i> )	\$24,014	6H-UCSD--O
<b>Inventory Fee Per Item</b>		
Hazardous Materials, Waste, or Medical Waste Inventory item(s) as Reported and Accepted in CERS ( <i>Maximum amount \$3,120</i> )	\$81/item	6HMAT---EH 6HWASTE-EH
<b>Hazardous Materials Plan Check (AB3205) Fees</b>		
HMBP Review for non-exempt sites amending their HMBP as part of Building Permit process	\$403	6HBP1--EHO
HMBP Review for exempt sites evaluated as part of Building Permit process	\$74	6HBP2--EHO
Day Care Questionnaire Review for City of San Diego	\$261	6HBP3--EHO
<b>Hazardous Waste Treatment Fees</b>		
Onsite Hazardous Waste Treatment: Conditionally Exempt	\$226	6HTCE--EHO
Onsite Hazardous Waste Treatment: Conditionally Authorized	\$382	6HTCA--EHO
Onsite Hazardous Waste Treatment: Permit by Rule	\$504	6HTPBR-EHO
<b>Medical Waste Fees</b>		
Small Quantity Medical Waste generators (< 200lbs/month)	\$170	6HMED--EHO
Large Quantity Medical Waste generators (≥ 200lbs/month)	\$684	6HLQMED--O
<b>Underground Storage Tank Fees</b>		
Underground Hazardous Materials/Hazardous Waste Storage	\$478/tank	6HUST--EHO

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<b>California Accidental Release Prevention Program (CalARP) &amp; Risk Management Fees</b>		
CalARP Program Level I	\$180	6HRMP1-EHO
CalARP Programs II & III	\$255	6HRMP2-EHO
CalARP Public document Review and Consultation	\$153/hr	6HRMPTIMEO
<b>Aboveground Petroleum Storage Act Fees</b>		
APSA Program Level I: 1,320-9,999 gallons	\$225	6HAPSA---1
APSA Program Level II: 10,000-100,000 gallons	\$290	6HAPSA---2
APSA Program Level III: 100,001-1,000,000 gallons	\$347	6HAPSA---3
APSA Program Level IV: 1,000,001-10,000,000 gallons	\$1,434	6HAPSA---4
APSA Program Level V: 10,000,001 or more gallons	\$1,782	6HAPSA---5
<b>Unified Program State Surcharges</b>		
State Surcharge for CUPA Program Oversight	\$49	6HCUPA1EHO
Underground Storage Tanks	\$20/tank	6HCUPA2EHO
Aboveground Petroleum Act	\$26	6HCUPA8EHO
CalARP	\$270	6HCUPA3EHO
State Surcharge for CUPA Program Oversight – Military Sites	\$40.16	6HCUPA5EHO

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### **How do I pay my fees?**

To pay online, go to [www.dehpay.com](http://www.dehpay.com). Select the "DEH" tab and search for your permit record. Once your record is found, select, "Pay Fees Due". Then follow the prompts to complete the payment submittal. Please note that partial payments cannot be made online, only the full amount due can be paid. To pay by check: Please cut the bottom portion of this invoice as indicated on the reverse side and send it to the address listed. Checks are payable to: County of San Diego - DEH. To pay in person, you may visit our office at 5500 Overland Avenue, San Diego, 92123.

### **What happens if I make a late payment?**

An initial delinquent fee of \$50, or 50% of the permit fee whichever is less, is assessed if payment is not received by the permit expiration date. An additional delinquent fee of \$100 or 100% of the permit fee whichever is less, for a maximum total delinquent fee of \$150 or 150% of the permit fee, is assessed if payment for the permit fee and initial delinquent fee is not received by the last day of the month following the permit expiration date.

### **How are the Unified Program Facility Permit (UPFP) fees calculated?**

Permit fees are based on the permit type and also the number of hazardous materials and wastes. Facilities with more hazardous materials or wastes will have higher fees than a business with one material or waste. UPFP fee elements are based on information required to be reported in the California Environmental Reporting System (CERS) and shall be based on the most recent information in CERS, including any updates "accepted" by the DEH Hazardous Materials Division (HMD) prior to calculating an annual invoice amount (these calculations are typically made 90 days before a permit renewal date). It is the responsibility of the facility owner/operator to verify and submit CERS information that is up to date and accurate, and that exempt items are not being reported. DEH is not obliged to reduce CERS-based fees where a correction to any "accepted" CERS date element would result in a lower fee [https://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd\\_permits.html](https://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd_permits.html).

### **What happens when there is a change of ownership or if I need a new permit (UPFP)?**

UPFPs are site specific and nontransferable. A new owner or operator must notify HMD within 30 days of the change of ownership to comply with the law. The permit application process is conducted online by the facility using CERS. For assistance with the process, you must complete a CERS I.D./Access Request form and submit it to HMD [http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd\\_cers.html](http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd_cers.html).

### **I moved my business location; what do I have to do?**

UPFPs are site-specific and non-transferable. The owner must notify HMD 30 days prior to the relocation and complete the permit application process for the new location. To inactivate the existing permit, the owner or designee can select "NO" to all of the questions on the Business Activities Page and make a submittal in CERS. For assistance with the process, call the CERS Help Desk at (858) 505- 6990.

### **I am closing my business soon, what do I do?**

The owner or their designee can select, "NO" to all of the questions on the CERS Business Activities page and make their submittal in CERS. This will notify HMD that the facility no longer requests a permit (UPFP). It is also helpful to add a "Comment to Regulator" in CERS regarding the business closure when submitting the updated facility information. This should be done 30 days before closing the facility. An HMD inspector will then conduct the site inspection to verify no hazardous/medical waste or chemicals are left behind and that there is no contamination observed on the property. Questions regarding this process should be directed to your HMD inspector [http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd\\_cers.html](http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hmd_cers.html).

### **I lost my UPFP, can I get another copy?**

Yes, upon request, a copy of your permit can be mailed to the business. For a green duplicate permit to be created, and a hard copy mailed, there is a small replacement fee of \$18.00. Contact HMD at: (858) 505-6661 to request a copy.

### **Why are my permit fees higher than last year's fees?**

The current fees are effective for fees due on or after each July 1 of each year. Facilities that updated their information by adding hazardous or medical waste, chemicals, underground tanks, and other regulated activities when reporting in CERS may have a higher permit fee than before. If you suspect a billing error, please refer to the HMD Permits website: [http://www.sdcounty.ca.gov/deh/hazmat/hmd\\_permits.html](http://www.sdcounty.ca.gov/deh/hazmat/hmd_permits.html).

### **How can I reduce my UPFP fees?**

A facility can reduce their permit fees by reducing the type and amount of hazardous materials and wastes and/or making sure the hazardous materials and waste reported in CERS is accurate, up to date, and required by law to be reported. Outdated inventory information in CERS can contribute to permitting fees that are higher than expected. [http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hazmat/hmd\\_chem\\_reporting\\_changes.html](http://www.sandiegocounty.gov/content/sdc/deh/hazmat/hazmat/hmd_chem_reporting_changes.html).

### **Will my permit fees be affected if I include an item in my CERS submittal that is not required to be reported?**

Yes, the information regarding the hazardous materials and regulated wastes reported by the facility in CERS is used to calculate permit fees. For example, if a business recycles drained, used oil filters and they are not being managed as a hazardous waste, or shipped off site under a uniform hazardous waste manifest, they should not be reported in CERS as the item will be billed.

### **I changed my business name (not change of owner); what do I need to do?**

If the business name has changed and there is no change of ownership, a new permit is not required but you need to update the information using CERS: <http://cers.calepa.ca.gov/> and add a "Comment to Regulator" in CERS that this is a "business name change only".

### **How can I update the mailing address on my invoice/permit?**

Any changes to the facility and contact(s) information, including mailing/billing addresses, must be made by updating the Business Owner/Operator Identification page a making a submittal in CERS: <http://cers.calepa.ca.gov/>.

### **Who can I contact if I have questions about my Unified Program Facility invoice?**

For questions, please contact HMD via email at [hmdutyeh@sdcounty.ca.gov](mailto:hmdutyeh@sdcounty.ca.gov) or call (858) 505-6661 and leave a message. There is staff on duty M-F, 8:00 am to 4:30 pm that will respond to your message. Online information is also available on our website: [http://www.sdcounty.ca.gov/deh/hazmat/hmd\\_permits.html](http://www.sdcounty.ca.gov/deh/hazmat/hmd_permits.html).

### **What are the CalEPA surcharges observed on the permit invoice?**

The CalEPA surcharges will impact facilities regulated under the Unified Program and are used to fund the costs of the state agencies with Unified Program responsibilities. The surcharges collected are forwarded to CalEPA as required by State law <https://www.calepa.ca.gov/cupa/>.

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