**ONEIDA COUNTY HEALTH DEPARTMENT**

**ENVIRONMENTAL HEALTH PROGRAM LICENSE APPLICATION** *Wis. Stat. ch. 97*

Send completed application and fees, payable to the Oneida County Health Department, to the address listed above. Incomplete information may delay processing of the application. Review of the application will not start without receipt of fees.

Application for: □ New Establishment □ Change in Ownership □ Existing

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Establishment Name | | | | | |
| Establishment Street Address, City, State & Zip Code | | | | Establishment Telephone  ( ) | |
| Legal Licensee (such as name of sole proprietor or partnership, or LLC, LLP, Inc.) | | | | E-mail address | |
| Licensee Street Address, City, State & Zip Code | | | | Legal Licensee Telephone  ( ) | |
| Name of Agent for the Corporation/Operator (if applicable) | | | | Intended Date of Opening | |
| **Check appropriate category for each of the following sections that apply.**  **A pre inspection fee is required for new establishments, and change in ownership/licensee.** | | | | | |
| **LODGING No. of Keyed Units** | | | | | |
| * Tourist Rooming House (1-4 keyed units) (Cabin, Cottage, etc.) and bacteria water test   **\*\*\*MUST INCLUDE APPROVAL LETTER AND/OR PERMIT**   * Hotel/Motel/Resort (5-30 keyed units) * Hotel/Motel/Resort (31-99 keyed units) * Hotel/Motel/Resort(100-199 keyed units) * Hotel/Motel/Resort (200 + keyed units) * Bed & Breakfast (8 or less rooms) | $ 475 ($150 Permit fee + $ 300 Pre inspection fee +  $25 water testing fee)  **FROM ONEIDA CO. PLANNING & ZONING (715-369-6130)**  $ 690 ($210 Permit fee + $ 480 Pre inspection fee)  $ 955 ($290 Permit fee + $ 665 Pre inspection fee)  $1160 ($365 Permit fee + $ 795 Pre inspection fee)  $1685 ($500 Permit fee + $1185 Pre inspection fee)  $ 415 ($115 Permit fee + $ 300 Pre inspection fee) | | | | \_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_ |
| **CAMPGROUND** | | **No. of Sites** | | | |
| * Campground (1-25 sites) * Campground (26-50 sites) * Campground (51-100 sites) * Campground (101-199 sites) * Campground (200 + sites) | $ 560 ($180 Permit fee + $ 380 Pre inspection fee)  $ 820 ($255 Permit fee + $ 565 Pre inspection fee)  $1015 ($315 Permit fee + $ 700 Pre inspection fee)  $1195 ($365 Permit fee + $ 830 Pre inspection fee)  $1385 ($420 Permit fee + $ 965 Pre inspection fee) | | | | \_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_ |
| **Layout and plan must be submitted with application for new and remodeled campgrounds.** | | | | | |
|  | | | | | |
| **Check the appropriate box indicating when the business is in operation:** Year around | | | Winter  Summer | | |
| **TOTAL AMOUNT ENCLOSED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | |
| APPLICANT SIGNATURE  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | Date Signed | | |

Wis. Stat. § 97.67 (5) and 97.605 (1)(c) “No license may be issued until all applicable fees have been paid.”

Wis. Stat. § 97.67 (1) “No person…who has not been issued a license under this section may conduct, maintain, manage or operate a campground and camping resort, recreational camp and educational camp or public swimming pool, as defined by department rule.”

Wis. Stat. § 97.605 (1)(a) “No person may conduct, maintain, manage or operate a hotel, restaurant, temporary restaurant, tourist rooming house, vending machine commissary or vending machine if the person has not been issued an annual license by the department or by a local health department that is granted agent status under § 97.615 (2).”

Within 30 days after receiving a complete application for a license, the department shall either approve the application and issue a license, or deny the application. If the application for a license is denied, the department shall give the applicant reasons, in writing, for the denial.

Re-inspection fees will be assessed based on license category, for any required re-inspections, per State Code.

All permits expire June 30th of each year. An $85 Late Fee will apply to all establishments if yearly renewal payment is not received by date due.

A $749 Operating without License fee will be issued for all facilities that are operating without a current permit.

A license shall not be issued to an operator without prior inspection.

10.16.23