

# 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, 100 W Keenan St, Rhinelander, WI 54501**. 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
<input type="checkbox"/> Tourist Rooming House (1-4 keyed units) (Cabin, Cottage, etc.) and bacteria water test \$ 527 (\$200 Permit fee + \$ 300 Pre inspection fee + \$27 water testing fee) <b>***MUST INCLUDE APPROVAL LETTER AND/OR PERMIT FROM ONEIDA CO. PLANNING &amp; ZONING (715-369-6130)</b>	_____
<input type="checkbox"/> Hotel/Motel/Resort (5-30 keyed units) \$ 700 (\$220 Permit fee + \$ 480 Pre inspection fee)	_____
<input type="checkbox"/> Hotel/Motel/Resort (31-99 keyed units) \$ 965 (\$300 Permit fee + \$ 665 Pre inspection fee)	_____
<input type="checkbox"/> Hotel/Motel/Resort(100-199 keyed units) \$1170 (\$375 Permit fee + \$ 795 Pre inspection fee)	_____
<input type="checkbox"/> Hotel/Motel/Resort (200 + keyed units) \$1700 (\$515 Permit fee + \$1185 Pre inspection fee)	_____
<input type="checkbox"/> Bed & Breakfast (8 or less rooms) \$ 420 (\$120 Permit fee + \$ 300 Pre inspection fee)	_____

CAMPGROUND	No. of Sites
<input type="checkbox"/> Campground (1-25 sites) \$ 565 (\$185 Permit fee + \$ 380 Pre inspection fee)	_____
<input type="checkbox"/> Campground (26-50 sites) \$ 830 (\$265 Permit fee + \$ 565 Pre inspection fee)	_____
<input type="checkbox"/> Campground (51-100 sites) \$1025 (\$325 Permit fee + \$ 700 Pre inspection fee)	_____
<input type="checkbox"/> Campground (101-199 sites) \$1205 (\$375 Permit fee + \$ 830 Pre inspection fee)	_____
<input type="checkbox"/> Campground (200 + sites) \$1400 (\$435 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 30<sup>th</sup> 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.