



PIERCE COUNTY PUBLIC HEALTH DEPARTMENT

412 West Kinne Street, P O Box 238
 Ellsworth, Wisconsin 54011
 (715) 273-6755 PHONE (715) 273-6854 FAX

RECREATION – EDUCATION CAMP PERMIT APPLICATION

PLEASE CHECK ONE: New Establishment Change in Ownership Name Change Only Duplicate License

Establishment Name			
Establishment Address	STREET		
	CITY	STATE	ZIP
Establishment Telephone	()		
Legal Licensee Name			
Licensee Address	STREET		
	CITY	STATE	ZIP
Licensee Telephone	()		
Email address			
Primary Contact	NAME	PHONE NUMBER	
Secondary Contact	NAME	PHONE NUMBER	
Previous Establishment Name			

A pre-inspection Must Be completed prior to operating.

Rec-Ed Camps (use table on page 2) A pre-inspection Must Be completed prior to operating Note: Applications & fees must be submitted at least <u>15 days</u> prior to operation or a <u>\$250</u> late fee may apply.	Fees		
	Pre-Inspection Fees		Annual Permit Fees
	Existing Facility	New Construction	
<input type="checkbox"/> Simple	\$840	\$840	\$561
<input type="checkbox"/> Simple with Hospitality	\$925	\$925	\$618
<input type="checkbox"/> Moderate	\$915	\$915	\$610
<input type="checkbox"/> Moderate with Hospitality	\$1090	\$1090	\$727
<input type="checkbox"/> Complex	\$975	\$975	\$652
<input type="checkbox"/> Complex with Hospitality	\$1225	\$1225	\$818

MISCELLANEOUS:

\$250-Late Fee \$15-Duplicate License \$25-Name Change \$100-Consultation Fee \$100-Plan Review

Water Public Private **Septic** Public Private

Intended Opening Date: ___/___/___ **When will the business be open?** Year Round Winter Summer

Recreational and Educational Camps – Complexity Category Calculator

This form is used to determine a Recreational and Educational Camp establishment’s complexity category, which determines the license type and license fees. It can also be used to determine if there is a hospitality add-on. Complexity category and hospitality add-on information are needed to complete your license application.

COMPLEXITY CATEGORY - *Check all that apply*

On-premises or off-premises waterfront activities including: offering swimming, kayaking, boating, sailing, canoeing, or inflatables to campers. This does not include vendor provided waterfront activities.	2	<input type="checkbox"/>
Camper firearm activity on-premises.	1	<input type="checkbox"/>
Archery, or ax, hatchet, or knife throwing is offered to campers on-premises.	1	<input type="checkbox"/>
High element challenge course is offered to campers on-premises.	3	<input type="checkbox"/>
Low element challenge course is offered to campers on-premises.	1	<input type="checkbox"/>
Horseback riding is offered to campers on-premises.	1	<input type="checkbox"/>
Motorized vehicle activity for campers on-premises, including go-kart, all-terrain vehicle, or utility-terrain vehicle.	1	<input type="checkbox"/>
Serves one or more rental groups such as a school, church group, or scout troop.	1	<input type="checkbox"/>
Structures that are utilized for lodging, dining, health services, waterfront activities, water supply systems, or challenge courses that require inspection travel beyond a half mile from the main centralized camper drop off or welcome location (basic services that are spread out, or distant service areas).	1	<input type="checkbox"/>
Utilizes more than three private wells to supply camp drinking water.	1	<input type="checkbox"/>
Utilizes more than one kitchen or physical building with kitchen preparation space to serve meals to campers.	1	<input type="checkbox"/>
<i>Camp sleeping structures*. Choose one of the following:</i>		
One to 10 stand-alone sleeping structures including a cabin, yurt, covered wagon, Adirondack shelter, or platform tent throughout premises.	1	<input type="checkbox"/>
11–20 stand-alone sleeping structures throughout premises.	2	<input type="checkbox"/>
21 or more stand-alone sleeping structures throughout premises.	3	<input type="checkbox"/>
TOTAL - Add all points to determine complexity total		

* For college dorms, count individual sleeping rooms used by camp

Do you have a Hospitality Add-On?

Does the licensed recreational and educational camp also offer additional activity such as a retail food establishment, campground, hotel, motel, bed and breakfast, or a tourist rooming house within the confines of the recreational and education camp, utilizing the same camp structures to serve other adult guests and their families?

Your complexity total, and Hospitality Add-On question answer, will be used to complete your application

Does your Recreational Educational Camp provide a Hospitality Add-On? CHECK BOX FOR OVERALL CATEGORY BELOW		Yes No
<input type="checkbox"/> 0 – 5: Simple, no Hospitality	<input type="checkbox"/> 6-10, Moderate: no Hospitality	<input type="checkbox"/> 11 or Greater: Complex, no Hospitality
<input type="checkbox"/> 0 – 5: Simple with Hospitality	<input type="checkbox"/> 6-10: Moderate with Hospitality	<input type="checkbox"/> 11 or Greater: Complex with Hospitality

Please review Wis. Admin. Code ch. ATCP 78 for specific language regarding complexity category assignment. Note: hospitality activity does not include the operation of a retail food establishment, campground, hotel, motel, bed and breakfast establishment, or tourist rooming house that is solely operated independently and separate from the recreational and educational camp operation. These separate activities shall obtain a license as required pursuant to chs. ATCP 72, 73, 75, and 79.

PLEASE READ CAREFULLY BEFORE SIGNING

Information requested on this application must be provided to obtain a permit. Operating without a permit is a violation of Wisconsin Law. Permits are not transferable between persons or locations, except to an immediate family member. **Permits are valid July 1 – June 30 the following year.** Permit fees are not prorated for partial license years. Pierce County Public Health Department may inspect premises at any reasonable time. Missing information may delay the issuance of your permit. You are not permitted to operate until Pierce County Public Health Department conducts an inspection. The undersigned hereby certifies that this is a true, complete and accurate application for the establishment permit under Wis. Stat. 97.30.

*All facilities shall have an inspection annually.

*Note: Permit renewal payments not received by **July 15th** will be charged a **\$250** late fee.

SIGNATURE OF LICENSEE OR AGENT

TITLE

DATE