



Recreational Education Camp Establishment License Application

1. Complete this form, detailing physical layout and operation of your facility. Once completed, please submit application and fee(s). Payments by check or money order, payable to Chippewa County Public Health at the address listed at the bottom of the application. Credit card payment accepted at <https://www.chippewacountywi.gov/government/environmental-health>
2. Contact a Chippewa County Public Health Sanitarian to schedule a licensing inspection. Inspection shall be completed within 30 days of application being submitted.

ESTABLISHMENT NAME	ESTABLISHMENT PHONE: () -	INTENT DATE OF OPERATION	
ESTABLISHMENT STREET ADDRESS	CITY	STATE	ZIP
PRIMARY CONTACT NAME	PRIMARY CONTACT TELEPHONE () -	TOWNSHIP (of establishment)	
LEGAL LICENSEE (such as name of sole proprietor, partnership, LLC, LLP, or Inc.)	LEGAL LICENSEE TELEPHONE () -	EMAIL ADDRESS	
LEGAL LICENSEE STREET ADDRESS	CITY	STATE	ZIP
NAME OF FORMER BUSINESS	NAME OF FORMER OPERATOR		
Check appropriate category: FEES LISTED ON SEPARATE FEE DOCUMENT			
<input type="checkbox"/> Simple			
<input type="checkbox"/> Simple- with hospitality			
<input type="checkbox"/> Moderate			
<input type="checkbox"/> Moderate- with hospitality			
<input type="checkbox"/> Complex			
<input type="checkbox"/> Complex- with hospitality			
*PROVIDES A HOSPITALITY ACTIVITY. 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.			
When is your business in operation: <input type="checkbox"/> Year Round <input type="checkbox"/> Winter <input type="checkbox"/> Summer			
TOTAL ENCLOSED: \$ _____			
Your signature below will acknowledge that you have received a copy of the code or information as to where to obtain a copy of the code and will comply with all applicable Wisconsin Administrative Code(s). Personally identifiable information you provide may be used for purposes other than that for which it was collected (Wis. Stat. §15.04 (1)(m)).			
SIGNATURE- Applicant		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 s. 97.615 (2)."

"Within 30 days after receiving a complete application for a license, the department or its agent shall either approve the application and issue a license or deny the application. If the application for a license is denied, the department or its agent shall give the applicant reasons, in writing, for the denial. A license shall not be issued to an operator without prior inspection."

*Completion of this form is voluntary, however, to receive a permit you must complete the form.

Recreational and Educational Camps – Complexity Category Calculator Use of this form is voluntary. 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?		<input type="checkbox"/> Yes <input type="checkbox"/> No
CHECK BOX FOR OVERALL CATEGORY BELOW		
<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.

Camper Sleeping Quarters Information		Note: distances for bed layout and bunk beds (ATCP 78.21)			
List types of sleeping quarter structures on premises.		<u>Example:</u> Cabin- 13 Yurt- 1			
Maximum Sleeping Capacity:					
Toilet Facilities, list number of each:	Flush toilets:	Privies: (vault or pit)	Showers:	Hand sinks:	Camper Minimums: Shower min. ratio 1:20 Toilet min. ratio 1:10



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