



Oak Creek Health Department
 8040 S 6th Street
 Oak Creek, WI 53154
 Main: 414-766-7950
 Fax: 414-766-7977

RESTAURANT, LODGING, RECREATIONAL BUSINESS, TATTOO, AND BODY ART PERMIT APPLICATION

This form must be completed before a permit can be issued. Send the completed application and fee(s) in the form of check or money order payable to the **City of Oak Creek**. Incomplete applications cannot be processed. For the complete mailing address see reverse side this form. Type or Print Only. New establishments and remodel/modification applicants should add contact information for both the plan review and pre-inspection process.

Application is for: New Establishment Change in Ownership Remodel/Modification

Establishment Name		Establishment Operator (Manager) Name
Establishment Street Address, City, State & Zip Code		Establishment Operator (Manager) Email
Legal Licensee (such as name of sole proprietor or partnership, or LLC, LLP, Inc.)		Establishment Telephone () -
Licensee Street Address, City, State & Zip Code		Legal Licensee Email
Name of Agent for the Corporation/Operator (if applicable)		Legal Licensee Telephone () -
Name of Former Business	Name of Former Operator	Intended Date of Opening for Business (mm/dd/yyyy)
Primary Contact Plan Review	Plan Review Phone Number	Plan Review Email
Primary Contact Pre-Inspection	Pre-inspection Telephone	Pre-Inspection Email
Additional Contact	Telephone	Email

Complete the section that applies to your facility below:

RESTAURANTS	Fees			
	Plan Review		Pre-Inspection (New Establishments, Change Ownership, Remodel)	Permit (annual)
	New Construction	Remodel		
<input type="checkbox"/> Prepackaged off-premise	\$77.00	\$46.00	\$120.00	\$ 246.00
<input type="checkbox"/> Full-service –Low/Simple*	\$150.00	\$90.00	\$190.00	\$371.00
<input type="checkbox"/> Full-service – Moderate*	\$275.00	\$165.00	\$250.00	\$500.00
<input type="checkbox"/> Full-service – High*	\$400.00	\$240.00	\$325.00	\$650.00
<input type="checkbox"/> Additional Food Prep Area	\$80.00	\$48.00	\$ 75.00	\$150.00

*Restaurant complexity is determined by an environmental health specialist using risk assessment criteria in ATCP 75.105 (A).
 State of Wisconsin Food Handler Training Certificate Number: _____ Expiration Date (mm/dd/yyyy): _____

LODGING	Fees				Sleeping Rooms #
	Plan Review		Pre-Inspection (New Establishments, Change Ownership, Remodel)	Permit (annual)	
	New Construction	Remodel			
<input type="checkbox"/> Lodging (1-4 rooms)	\$77.00	\$46.00	\$204.00	\$ 218.00	
<input type="checkbox"/> Lodging (5-30 rooms)	\$200.00	\$120.00	\$204.00	\$312.00	
<input type="checkbox"/> Lodging (31-99 rooms)	\$300.00	\$180.00	\$255.00	\$425.00	
<input type="checkbox"/> Lodging (100-199 rooms)	\$425.00	\$255.00	\$315.00	\$525.00	
<input type="checkbox"/> Lodging (200 + rooms)	\$600.00	\$360.00	\$420.00	\$700.00	
<input type="checkbox"/> Bed & Breakfast	\$150.00	\$90.00	\$204.00	\$ 312.00	

Hotel/Motel operator, please advise as to how you want to be classified: Hotel Motel

If a lodging facility, is there food service for tourists, transients or guests on your premises? Yes No

CAMPGROUNDS	Fees			
	Plan Review		Pre-Inspection (New Establishments/Change Ownership/Remodel)	Permit (annual)
	New Construction	Remodel		
Campground (1-25 sites)	\$200.00	\$120.00	\$175.00	\$ 225.00
Campground (26-50 sites)	\$250.00	\$150.00	\$225.00	\$300.00
Campground (51-100 sites)	\$300.00	\$180.00	\$275.00	\$375.00
Campground (101-199 sites)	\$350.00	\$210.00	\$325.00	\$425.00
Campground (200 + sites)	\$425.00	\$255.00	\$400.00	\$475.00
RECREATIONAL/EDUCATIONAL CAMPS				Total Campground Capacity:
Recreational/Educational Camps	\$550.00	\$330.00	\$500.00	\$600.00
Do you have food service for patrons? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Layout and plan must be submitted with application for new and remodeled camps.				

POOLS & WATER ATTRACTIONS	Fees			
	Plan Review		Pre-Inspection (New Establishments/Change ownership/Remodel)	Permit (annual)
	New Construction	Remodel		
<input type="checkbox"/> Pools – All Types	\$125.00	\$75.00	\$190.00	\$300.00
<input type="checkbox"/> Water Attraction	\$200.00	\$120.00	\$250.00	\$390.00
<input type="checkbox"/> Water Attraction (≤ 2 slides)	\$225.00	\$135.00	\$275.00	\$425.00
<input type="checkbox"/> Water Attraction – Each Additional Slide	\$68.00	\$41.00	\$100.00	\$194.00

Note: Department of Commerce plan approval required for new / altered / modified pools.

TATTOO & BODY-PIERCING ESTABLISHMENTS	Fees			
	Plan Review		Pre-Inspection (New Establishments/Change of Owner/Remodel)	Permit (annual)
	New Construction	Remodel		
<input type="checkbox"/> Tattoo Establishments	\$97.00	\$58.00	\$204.00	\$ 305.00
<input type="checkbox"/> Body-Piercing Establishments	\$97.00	\$58.00	\$204.00	\$305.00
<input type="checkbox"/> Combined Tattoo/Body-Piercing Establishments	\$119.00	\$71.00	\$261.00	\$341.00

State of Wisconsin Tattooist/Body-Piercer ID No.:

Date (mm/dd/yyyy):

Describe the operating schedule of your facility:

<input type="checkbox"/> Year Round	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<input type="checkbox"/> Winter							
<input type="checkbox"/> Summer							

APPLICANT SIGNATURE

Date Signed
(mm/dd/yyyy)

A permit shall not be issued to a new establishment/new owner without a pre-inspection and payment of applicable fees. Establishments must also be properly zoned for activity. Payment is required prior to all permitting services provided by the Oak Creek Health Department.

Annual permits cannot be released to licensees with delinquent tax payments to the City of Oak Creek. § 3.40 (15) and § 8.10 City of Oak Creek Municipal Code

TOTAL AMOUNT ENCLOSED: \$

Please mail completed application to: **Oak Creek Health Department**
Attn: Environmental Health
8040 S 6th Street
Oak Creek, WI 53154