

**APPLICATION FOR LICENSE**

**BROWN COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT – PUBLIC HEALTH DIVISION**

In accordance with Chapter 37 of the Brown County Code of Ordinances, I the undersigned do hereby apply to the Board of Health of Brown County for a license for the year ending June 30, 2020

**I hereby certify that I am familiar with the laws, ordinances, and regulations pertaining to the conditions of said establishment in the County of Brown, and I hereby agree, if granted said license, to obey all provisions of said laws, ordinances and regulations.**

**PLEASE PRINT CLEARLY THE FOLLOWING INFORMATION:**

ESTABLISHMENT NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ESTABLISHMENT ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

LEGAL LICENSEE \_\_\_\_\_ E-MAIL \_\_\_\_\_

PRINTED NAME OF APPLICANT: \_\_\_\_\_ SIGNATURE OF APPLICANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

(Please indicate where correspondence should be mailed to – if NOT indicated it will be mailed to the establishment)

**THIS APPLICATION MUST BE SIGNED TO OBTAIN A LICENSE – Please Refer To Back of Application For Mailing Instructions.**

<p>01 Pre-inspection</p> <p><b>NEW</b> = 40% of License Total (Total Fees X .40)      \$ _____</p> <p><b>EXISTING</b> = 30% of License Total (Total Fees X .30)      \$ _____</p> <p align="center"><b>PERMANENT RESTAURANTS &amp; ESTABLISHMENTS</b></p> <p>02 Prepackaged food only      \$162</p> <p align="center"><b>Food Prep on Site – Risk Categories</b></p> <p>05A *Simple &lt; \$50,000      Gross sales      \$499</p> <p>05B *Simple \$50,000-\$200,000      Gross sales      \$564</p> <p>05C *Simple &gt;\$200,000      Gross sales      \$636</p> <p>06A *Moderate &lt; \$100,000      Gross sales      \$682</p> <p>06B *Moderate \$100,000-\$400,000      Gross sales      \$744</p> <p>06C *Moderate &gt; \$400,000      Gross sales      \$804</p> <p>07A *Complex &lt; \$150,000      Gross sales      \$855</p> <p>07B *Complex \$150,000-\$600,000      Gross sales      \$918</p> <p>07C *Complex &gt; \$600,000      Gross sales      \$975</p> <p>10 Additional Food Prep Area (Within Establishment)      \$106</p> <p>13 Tavern      \$149</p> <p>13A Additional Tavern Area      \$ 38</p> <p><b>Mobile Restaurant and Service Base Fees –</b></p> <p><b>Operate ONLY in Brown County:</b></p> <p>02M Pre-Pack (pre-made/pre-packaged meals from approved source)      \$162</p> <p>05M Simple Food Prep      \$249</p> <p>06M Moderate Food Prep      \$341</p> <p>07M Complex Food Prep      \$427</p> <p><b>State Licensed Mobile Restaurants Based in Brown County:</b></p> <p>02S No Food Prep/No Processing at Base      \$162</p> <p>05S Simple Food Prep at Base      \$249</p> <p>06S Moderate Food Prep at Base      \$341</p> <p>07S Complex Food Prep at Base      \$427</p> <p align="center"><b>Retail Food – Risk Categories</b></p> <p>14 Soft Drink Stand or Frozen Confection      \$149</p> <p>15 Micro Market      \$ 40</p> <p>15A Micro Market (2 or more located in same building)      \$ 60</p> <p>16 ***Ag Code 55      \$162</p> <p>17 ***Ag Code 44 - Potentially Hazardous      \$499</p> <p>17A ***Ag Code 44 - Non-Potentially Hazardous      \$499</p> <p>18 ***Ag Code 33      \$550</p> <p>19 ***Ag Code 22</p> <p>    A. &lt; \$250,000 Gross Sales      \$636</p> <p>    B. \$250,000-\$600,000 Gross Sales      \$804</p> <p>    C. \$600,000 - \$1,000,000 Gross Sales      \$975</p> <p>20 ***Ag Code 11 &gt; \$1,000,000 Gross Sales      \$1482</p> <p><b>Mobile Retail Food Establishment and Service Base Fees –</b></p> <p><b>Unit Operation ONLY in Brown County:</b></p> <p>16M – Ag 55 Non-Processing      \$162</p> <p>17M – Ag 44 Processing Non-Potentially/Pot. Hazardous &lt;\$25K Sales      \$249</p> <p>18M – Ag 33 Processing Non-Potentially Hazardous ≥\$25K Sales      \$275</p> <p>19M – Ag 22 Processing Potentially Hazardous ≥\$25K Sales      \$317</p> <p><b>State Licensed Mobile Retail Units:</b></p> <p>16S Service Base: Non-Processing      \$162</p> <p>17S Service Base: Processing      \$249</p>	<p><b>Hotel/Motel</b></p> <p>26 5-30 Rooms      \$399</p> <p>27 31-99 Rooms      \$573</p> <p>28A 100 - 199 Rooms      \$712</p> <p>28B 200 + Rooms      \$820</p> <p><b>Swimming Pools</b></p> <p>29 Outdoor Pool      \$252</p> <p>29A Additional Pool (outdoor)      \$ 81</p> <p>30 Indoor Pool      \$591</p> <p>30A Additional Pool (indoor)      \$186</p> <p>31 Pool Slide, Water Slide Or Additional Water Attraction Feature      \$131</p> <p><b>Manufactured Homes Community</b></p> <p>33 1-20 Sites      \$464</p> <p>34 21-50 Sites      \$510</p> <p>35 51-100 Sites      \$586</p> <p>36A 101-175 Sites      \$650</p> <p>36B 176 + Sites      \$702</p> <p><b>Campgrounds</b></p> <p>37 1-25 Sites      \$248</p> <p>38 26-50 Sites      \$302</p> <p>39 51-100 Sites      \$349</p> <p>40A 101-199 Sites      \$399</p> <p>40B 200 + Sites      \$448</p> <p>41 Recreational/Educational Camp      \$248</p> <p><b>Tattoo/Body Piercing</b></p> <p>42 Tattoo      \$248</p> <p>43 Body Piercing      \$248</p> <p>44 Combined Tattoo &amp; Body Piercing      \$376</p> <p><b>Schools</b></p> <p>48 Schools – limited service      \$234</p> <p>49 Schools – prep on site      \$536</p> <p><b>Temporary Events</b></p> <p>50 **Temporary Restaurant      \$191</p> <p>51 **Temporary Retail Food Stand      \$191</p> <p>52 Temporary Tattoo or Body Piercing Booth      \$106</p> <p>53 Special Event Campground 1-25 sites      \$180</p> <p>54 Special Event Campground 26-50 sites      \$237</p> <p>55 Special Event Campground 51-100 sites      \$294</p> <p>56 Special Event Campground 101-199 sites      \$340</p> <p>57 Special Event Campground 200+ sites      \$391</p> <p><b>Specials</b></p> <p>23 Special Advisory Inspection      \$186</p> <p>23A Special Organization Serving Meals      \$129</p> <p>24 Bed &amp; Breakfast      \$180</p> <p>25 Tourist Rooming House      \$242</p> <p><b>Fees</b></p> <p>Other Permit Inspection Fee      \$ 62</p> <p>Closure/Reopen Fee      \$107</p> <p>Operating without a Valid Health Department License      \$150</p> <p>Re-inspection Fee (See Reverse)</p>
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**THIS LICENSE IS NOT TRANSFERABLE**

**You MUST have a valid license BEFORE operating. All licenses expire on June 30th annually.**

**TOTAL DUE:** \_\_\_\_\_ **STAFF INITIALS:** \_\_\_\_\_ **REPLACING:** \_\_\_\_\_

Approved: \_\_\_\_\_ Approved Date: \_\_\_\_\_ Amount: \_\_\_\_\_ Check #: \_\_\_\_\_ Date: \_\_\_\_\_

**ATCP 75.105 Department Fees.**

(1)DEFINITION. In this subsection, “seating capacity” means the number of seats available for use by restaurant patrons.

(2) RESTAURANT PERMIT CATEGORY ASSIGNMENT. (a)

1. Except with respect to a prepackaged restaurant, a temporary restaurant, or a mobile restaurant base with no food preparation, the department shall assign a restaurant to a permit category by evaluating the complexity of the restaurant based on the criteria specified in Table ATCP 75.105A
2. A restaurant whose point value equals zero, shall be included in the simple permit category.
3. A restaurant whose point value is at least one but not greater than 4 shall be included in the moderate permit category.
4. A restaurant whose point value equals 5 or greater shall be included in the complex permit category.
5. A restaurant that has been ordered closed by a state or local health department or that has caused a foodborne outbreak within the previous licensing year shall be included in the complex category.
6. The operator of a restaurant may ask the department to reconsider the restaurant’s permit category within 30 days of the category assignment.

**Determination of Restaurant Permit Category Complexity Factors Point(s)**

FOOD HANDLING CRITERIA	POINTS
Food is not prepared until an order is placed.	0
Food items are held hot for one meal period or for a maximum of 4 hours, whichever is less.	0
Food preparation is limited to mixing together prepackaged products that do not need to be cooked further except for aesthetic reasons (such as frozen soup concentrate with milk), or to condiment preparation (such as slicing pickles and onions).	0
The restaurant contains a self-service salad or food bar.	1
The restaurant handles raw poultry, meat, or seafood.	1
The seating capacity of the restaurant or operation is 50 or more.	1
Food is served through a drive through window for food pickup.	1
The restaurant promotes delivery of ready-to-eat food products to customers.	1
Potentially hazardous foods are cooled, reheated, or hot or cold held for service longer than 4 hours.	1
Food is prepared in one location and then transported to be served in another location.	1
The restaurant contains or uses banquet facilities as well as main dining area.	1
Food is served that requires preparation activities such as chopping, dicing, slicing, boiling and blanching in order for that product to be served.	1

AG CATEGORY	DESCRIPTION
<b>11</b>	Process potentially hazardous foods / sales of at least \$1,000,000
<b>22</b>	Process potentially hazardous foods / sales of at least \$25,000, but less than \$1,000,000
<b>33</b>	Process non-potentially hazardous foods / sales of at least \$25,000
<b>44</b>	Process non-potentially or potentially hazardous foods / sales of less than \$25,000
<b>55</b>	Not engaged In processing

**RE-INSPECTION FEE SCHEDULE**

- First follow-up visit w/o priority/critical violation corrected: \$150.00  
 Second follow-up visit w/o priority/critical violation corrected: **Additional** \$300.00  
 Third follow-up visit w/o priority/critical violation corrected: **Additional** \$450.00 +  
 + = Establishment Closure

**PLEASE NOTE: If the re-inspection fee is not received within 45 days of billing an additional \$50.00 late penalty will be assessed.**

**In Addition: There is a \$127.00 penalty fee for Not having a Certified Food Manager on Staff as required in Wisconsin Administrative Code ATCP 75 Appendix Ch. 12-201.11. This fee is increased to \$255.00 if you are still not in compliance 12 months later.**

**\*\*County Code 50/51:** The Brown County Health and Human Services Department – Public Health Division will honor a current state license for an additional \$62.00 inspection fee.

**THIS LICENSE IS NOT TRANSFERABLE ~ A \$150.00 PENALTY FEE WILL BE ADDED TO ALL ESTABLISHMENTS OPERATING WITHOUT A VALID PUBLIC HEALTH DIVISION LICENSE.**

PLEASE REMIT COMPLETED APPLICATION WITH PAYMENT TO:  
 Brown County Health and Human Services Department  
 Public Health Division - Attn: Licensing  
 2198 Glendale Ave  
 Green Bay, WI 54303