



Waukesha County Department of Parks and Land Use
 Division of Environmental Health
 515 W Moreland Blvd., Room AC260, Waukesha, WI 53188
 Phone: 262-896-8300 Fax: 896-8298 Email: eh@waukeshacounty.gov

License Application – Pool Facilities

ESTABLISHMENT/DBA INFORMATION:			
ESTABLISHMENT/DBA NAME:		COUNTY:	
ESTABLISHMENT STREET ADDRESS:	CITY:	STATE:	ZIP:
EMAIL ADDRESS:		ESTABLISHMENT PHONE NUMBER:	
Choose One:	<input type="checkbox"/> Plan Review Required – New Construction or Remodel;	<input type="checkbox"/> No Plan Review – Existing Facility	

LEGAL ENTITY INFORMATION – CHECK ONE				
<input type="checkbox"/> Individual	<input type="checkbox"/> Married Couple	<input type="checkbox"/> Limited Liability Company (LLC)	<input type="checkbox"/> Limited Liability Partnership (LLP)	<input type="checkbox"/> Corporation
<input type="checkbox"/> Cooperative	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership (LP)	In what state is your entity registered?	
LEGAL ENTITY (such as name of sole proprietor, partnership, LLC, LLP, or Inc.):			COUNTY:	
LEGAL ENTITY MAILING ADDRESS:		CITY:	STATE:	ZIP:
EMAIL ADDRESS:			LEGAL ENTITY PHONE NUMBER:	

CONTACT INFORMATION			
CONTACT PERSON:	TITLE:	PHONE NUMBER:	EMAIL ADDRESS:

LICENSE FEES	
<input type="checkbox"/> Simple – Total Fee \$450 (\$300 Annual License Fee + \$150 One Time Pre-Licensing Fee)	
<input type="checkbox"/> Simple with Features– Total Fee \$515 (\$345 Annual License Fee + \$170 One Time Pre-Licensing Fee)	
<input type="checkbox"/> Moderate – Total Fee \$540 (\$360 Annual License Fee + \$180 One Time Pre-Licensing Fee)	
<input type="checkbox"/> Moderate with Features– Total Fee \$560 (\$375 Annual License Fee + \$185 One Time Pre-Licensing Fee)	
<input type="checkbox"/> Complex – Total Fee \$600 (\$400 Annual License Fee + \$200 One Time Pre-Licensing Fee)	
<input type="checkbox"/> Complex with Features- Total Fee \$660 (\$440 Annual License Fee + \$220 One Time Pre-Licensing Fee)	
Total Amount Enclosed: \$	Check Number:

Please read carefully before signing

Information requested on this application must be provided to obtain a pool establishment license. Personal information you provide may be used for purposes other than that for which it was originally collected (Wis. Stat. § 15.04(1) (m)). Operating without a license is a violation of Wisconsin Law. If you have been operating without a license, you will be required to pay an operating without a license fee in addition to the license fee. Licenses are not transferable between persons or locations. Licenses expire annually on June 30; unless issued after April 1, which will expire on June 30th of the following year. The license fee is not prorated for partial license years. The Department may inspect premises at any reasonable time. Missing information may delay the issuance of your license. You are not licensed to operate until the department conducts an inspection. The undersigned hereby certifies that this is a true, complete and accurate application.

SIGNATURE – APPLICANT: _____ DATE SIGNED: _____

Please submit 30 days prior to opening

Expires 12/31/2024

Public Pools and Water Attraction – Complexity Category Calculator

The top table of this form can be used to determine your Public Pool and Water Attraction establishment's complexity category, which determines the license type and license fees. The complexity category is needed to complete your license application, but this form does not need to be returned. **A separate license is required for each basin. Note that information about features of your public pool and water attraction establishment is necessary for your application (see bottom table).**

Check all that apply

Basin.	1	<input type="checkbox"/>
The pool type is a whirlpool or therapy pool.	1	<input type="checkbox"/>
The basin is greater than 1,999 square feet in area.	1	<input type="checkbox"/>
The pool is defined as a water attraction.	1	<input type="checkbox"/>
Recirculation system, check one of the following:		
Recirculation system serves only a single pool basin.	1	<input type="checkbox"/>
Recirculation system is shared with another pool basin.	.5	<input type="checkbox"/>
TOTAL - Add all points to determine complexity		

“Basin” means any vessel constructed of manmade materials designed to hold or receive water, including the splash zone of an interactive play attraction or a run-out slide.

“Therapy pool” means a pool used for professionally administered physical therapy.

“Water attraction” means a pool with design and operational features that provide a patron recreational activity other than conventional swimming that involves partial or total immersion of the body, including an activity pool, interactive play attraction, leisure river, plunge pool, vortex pool, vanishing edge pool, waterslide, run-out slide, drop slide, pool slide, wave pool, zero-depth entry pool, and any public pool with features except wading pools.

“Whirlpool” means a small pool, sometimes called a “spa,” which uses higher temperature water than other pools and may include a water agitation system.

Does your pool have a Feature?

“Feature” means a pool with a depth greater than 16 feet, a pool with a surface area greater than 20,000 sq. ft., or a physical object permanently installed in a pool that is intended for recreational use, including a pool slide, waterslide, pad walk, basketball hoop, diving board, wave generator, treadmill, vortex pool, climbing wall, current pool, swim-up bar, vanishing edge pool, tethered or non-tethered floatable, or a spray feature.

Your complexity total calculated above, and if your pool has a Feature, will be used to complete your application.

Does your pool have a Feature? Answer Yes / No and check box describing complexity and presence or absence of a feature.		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> 0 - 2, Simple, no Feature	<input type="checkbox"/> 2.5 - 3, Moderate, no Feature	<input type="checkbox"/> 3.5 or Greater, Complex, no Feature
<input type="checkbox"/> 0 - 2, Simple with Feature	<input type="checkbox"/> 2.5 - 3, Moderate with Feature	<input type="checkbox"/> 3.5 or Greater, Complex with Feature

Please review Wis. Admin. Code ch. ATCP 76 for specific rule language regarding complexity category assignment.