




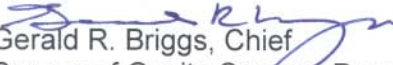
**INTEROFFICE MEMORANDUM**


**HSEF 2003-09**


**DATE:** May 28, 2003

**TO:** County Health Department Directors/Administrators  
Environmental Health and Environmental Engineering Directors

**THROUGH:** Lisa Conti, D.V.M., M.P.H., Dipl. ACVPM  
Director of Environmental Health 

**THROUGH:**  Gerald R. Briggs, Chief  
Bureau of Onsite Sewage Programs

**THROUGH:**  Bart L. Bibler, P.E., Chief  
Bureau of Water Programs

**FROM:** Eric J. Grimm, M.P.A., Chief   
Bureau of Facility Programs

**SUBJECT:** Application and Permit/License Forms Requirements

**INFORMATION ONLY**

Several county health departments have indicated the need for an up-to-date listing of which environmental health programs require applications, initial and renewal, and which programs require permits or licenses, initial and renewal. In an effort to provide you with this information before the permitting period begins, we have created a guide that lists all of these requirements in a format that will be easy to use by all of your staff.

The guide answers the following questions for each program in Onsite Sewage Programs, Water Programs and Facility Programs. Is an initial application form required? Is an annual renewal of the application form required? Is an initial permit or license required? Is an annual renewal of the permit or license required? The guide is in table format and generally gives a yes or no answer. For those instances where the answer is conditional, those specific conditions are listed at the bottom of the page. The guide will be updated as necessary if application or permitting changes have been made to the Florida Administrative Code.

If you or your staff has any questions regarding a specific program, please contact the appropriate bureau. If you have any questions regarding any other portion of this memo, please contact David B. Wolfe at (850) 245-4277 or SunCom 205-4277.

Attachment:

Division of Environmental Health  
Application & Permit/License  
Forms Requirement

Program	Initial Application Form Required	Annual Renewal of Application Form Required	Initial Permit/License Required	Annual Renewal of Permit/License Required
Body Piercing	Yes	Yes	Yes	Yes
Biomedical Waste: Generator-Permitted	Yes	No **	Yes	Yes
Generator-Exempt	Yes	No	Yes	No
Transporter	Yes	Yes *	Yes	Yes *
Storage Facility	Yes	No **	Yes	Yes
Treatment Facility	Yes	No **	Yes	Yes
Food	Yes	No **	Yes	Yes
Group Care	No	No	No	No
Migrant Labor	Yes	Yes	Yes	Yes
Mobile Home / RV Parks	Yes	Conditional ***	Yes	Yes
Onsite Sewage: ATU / PBTS	Y-Operating	Yes - Biennial	Yes	Yes - Biennial
IM Zoned & Commercial	Y-Operating	Yes	Yes	Yes
Septage Disposal	Yes	Yes	Yes	Yes
Stabilization Facility	Yes	Yes	Yes	Yes
Land Application Site	Yes	Yes	Yes	Yes
Temporary Toilet Serv.	Yes	Yes	Yes	Yes
Swimming Pools & Bathing Places	Yes	No ***	Yes	Yes
Tanning	Yes	Yes	Yes	Yes
Water Systems: Ltd Use Commercial	Yes	No **	Yes	Yes
Ltd Use Community	Yes	No **	Yes	Yes
Registered	Yes	No ****	No	No ****
Multi-Family	Yes	No	Yes	No

\* An Annual Report must be submitted for renewal along with an application for Transporter renewal.

\*\* A specific DOH renewal form is not required. It is acceptable to send an invoice and request the facility to note any corrections and return prior to issuance of the permit or license.

\*\*\* For Migrant Parks, Swimming Pools & Bathing Places change of ownership or modifications require the original application form be resubmitted. Otherwise, it is acceptable to send an invoice and request the facility to note any corrections and return prior to issuance of the permit or license.

\*\*\*\* Registered Water Systems are not required to renew annually nor are they required to obtain an annual renewal permit.

Note – Any change of ownership requires the completion of an original application form.