



License Information Sheet

Form
SSL-info

Self-Service Laundry



\$150

License Fee +
\$30 per weights and
measures device



1 Year

License Term



s. 75-1

Code Reference

Milwaukee.gov/ordinances

Who Needs a License?



Yes

- Any business used by the general public to wash or dry clothes or other fabrics
- A Weighing and Measuring Device License is required for each coin-operated machine



No

- Self-service laundries located in a residential building and used only by people who live in the building

Getting Started

- ☐ Review the License Quick-Start Guide
- ☐ Submit all of the following:
 - ☐ A complete application at www.milwaukee.gov/lms
 - ☐ Floor Plan (Form FLR)
 - ☐ Payment

Quick-Start Guide



See our [Quick-Start Guide](#) for detailed instructions on submitting an application, licensing requirements, the approval process, and other important information.

Resources



**Want to learn more?
Visit our website!**

Milwaukee.gov/RedTapeRescue





Checklist

Easy As...

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1 Requirements

Before the License can be Issued:

- ☐ [Contact the Department of Neighborhood Services](#)

Who? Businesses located in the city of Milwaukee must obtain an [occupancy permit](#).

- ☐ [Department of Financial Institutions Registration](#)

Who? Corporations, LLCs, and nonprofits must submit proof of registration to the License Division.

- ☐ [Contact the Milwaukee Health Department](#)

Why? At least 24 hours after filing the application, call (414) 286-3674 or email CEHcoordinator@milwaukee.gov to schedule a pre-inspection.

2 Approval

Background Investigation

After you submit a completed application, the Milwaukee Police Department completes a background check and sends a report to the License Division.

No Items or Objections

If there are no items on the police report, no objections on file, the district alderperson supports the license, and all other requirements are met, the license is issued.

Items or Objections

- If there are items on the police report or objections on file, you may receive a notice to appear before the Licenses Committee.
- If the Licenses Committee recommends granting the license, it goes to the Common Council for final approval.

3 Important

Regulations

If the business will be open between 10 p.m. and 6 a.m., an adult must be on the premises and in charge at all times

Aldermanic Approval

Your application will be submitted to the alderperson of the district where your establishment will be located for approval. You may wish to contact the district alderperson (414) 286-2221 to discuss your plans for the business. If the alderperson objects to the license, our office will notify you by mail.

Business Plans

If asked to appear before the Licenses Committee, be prepared to present your business plan to the Committee.

Notice

All Licenses Committee hearings are publicly noticed and any interested person may attend to testify for or against the application. The License Division may also notify neighbors, who may attend and provide testimony.

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Braille

Upon request, this material is available in alternative formats for individuals with disabilities. Contact ADACoordinator@milwaukee.gov, (414) 286-3475 or TTY: 711. Provide 72 hours advance notice, seven days for Braille.