

CITY OF BIG FALLS
ORDINANCE #220
AN ORDINANCE REGULATING DOG KENNELS AND LICENSING PROCEDURES

SECTION I. *Definitions* For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Private Dog Kennel. A private dog kennel is defined as any kennel which is located at a residence or property at which four or more dogs are kept as pets, bred for show, hunting, field trials or pleasure.

SECTION II. LICENSE REQUIRED. A license shall be required for any Private Kennel. All licenses shall be for a period of one year from the date of issuance.

1. Application. An application form shall be completed as provided by the city clerk's office, to include: a legal description of the property, a detailed site plan and a written narrative regarding the number and types of dogs and current vaccination records as required in the Code of Ordinances Section 91(D). A deposit in the amount of the annual license fee shall be required.
2. Procedure for Issuance. No Private Dog Kennel License shall be issued until after a public hearing is held before the City Council. Written notice of the public hearing shall be mailed to all residences within 750 feet of the outside perimeter of any location where dogs will be kept outside. Published notice of the public hearing shall also occur. Publication and mailing of notices shall occur not less than 10 days prior to the public hearing.
3. Conditions of License. Licenses shall be issued only for properties that are four (4) or more acres. All ordinances of the City of Big Falls concerning dogs and nuisances shall also apply to licensed kennels.
4. Renewal of License. If no written complaints, including memorandum complaints from City staff or law enforcement personnel are received, all Private Kennel Licenses shall be automatically renewed by City Staff each year, upon payment of the renewal fee. If one or more written complaints are received, the council shall review the renewal, and at the discretion of the council, a public hearing meeting the requirements for initial issuance may be required. The council may alter or amend the conditions of the Private License as they deem appropriate.
5. Denial or Revocation of License. If a license is denied upon initial application, the license holder shall be given written notice of the denial stating the reasons for the actions. If the council intends to revoke a license, the license holder shall be given an opportunity to be heard by the city council prior to their taking action on the revocation.
6. Fees. An annual license fee shall be established from time to time by resolution of the City Council. In addition, a license applicant shall reimburse the City for all costs of processing, publishing and mailing notices regarding any license or renewal.

SECTION III. PENALTY. Any person found in violation of this ordinance is guilty of a petty misdemeanor. See Code of Ordinances of the City of Big Falls Section 10.99, General Penalties.

SECTION IV. EFFECTIVE DATE. This ordinance shall become effective upon its passage and publication according to law.

Adopted by the Council of the City of Big Falls this 14th day of March 2016.

APPROVED:

ATTEST:

Marta Lindemanis, Mayor

Joan Nelson, City Clerk/Treasurer