



## APPLICATION FOR SMALL KENNEL LICENSE

Applications shall be made to the City along with a fee according to the adopted City of Pine City Fee Schedule and applicable ordinance. Upon review and acceptance of the application and fee, a permit shall be issued. Violations of this ordinance make the permit subject to revocation.

**Property owner / Applicant:** \_\_\_\_\_

Full address where the small kennel will be located:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone number: \_\_\_\_\_ Alternate telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Species of dog(s) to be kept: \_\_\_\_\_ Number of dogs to be kept: \_\_\_\_\_

All required notification mailings will be completed by the City of Pine City at an expense to the applicant in addition to the application fee (525.03.21.b).

Applicant acknowledges the neighbor notification requirement and additional costs: \_\_\_\_\_

Acceptance: By signing this application, the applicant agrees to comply with all terms and conditions as set forth by City Code and to pay all expenses incurred by the City should compliance with the permit come into question. Your signature constitutes permission for a representative of the City to enter your property, during business hours, to evaluate this request or to determine compliance with this permit. Inspections must be scheduled with the Community Development Department.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Inspection Date: \_\_\_\_\_

### City of Pine City

315 Main Street South, Suite 100, Pine City, Minnesota 55063-1619 Phone: 320.629.2575 Fax: 320.629.6081  
E-mail: [info@pinecitymn.gov](mailto:info@pinecitymn.gov) Web site: [pinecity.govoffice.com](http://pinecity.govoffice.com)

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*Rev.*

Applicant Initials: \_\_\_\_\_

525.03.21 Application; investigation; grant or denial of small kennel license.

- (a) Application. Any person desiring a small kennel license required under this division shall make written application to the city clerk upon a form prescribed by and containing such information as required by the city clerk. Among other things, the application shall contain the following information:
- (1) A description of the real property upon which it is desired to keep the dogs.
  - (2) The species and number of dogs to be maintained on the premises.
  - (3) A statement that the applicant or licensee will at all times keep the dogs in accordance with all the conditions prescribed by the City or a modification thereof and that failure to obey such conditions will constitute a violation of this chapter and grounds for cancellation of the license.
  - (4) Such other and further information as may be required by the City.
  - (5) The associated fee, per the *Pine City Fee Schedule*, shall be paid at the time of application and it is nonrefundable.
- (b) Comments and investigation; issuance or denial. The applicant for any license required under this division shall have the city request written comments within 30 days from the owners or occupants of privately or publicly owned real estate within 150 feet of the outer boundaries of the property line for which the license is being requested or, in the alternative, proof that the applicant's property lines are 150 feet or more from any structure. All comments from owners or occupants of privately or publicly owned real estate within 150 feet of the outer boundaries of the property line shall have their comments submitted to the City Administrator within 15 days after they receive their letter. Where a property within 150 feet consists of a multiple dwelling, the City shall request written comments within 30 days from the owner or manager or other person in charge of the building. All comments from owners or occupants of privately or publicly owned real estate within 150 feet of the outer boundaries of the property line shall have their comments submitted to the City Administrator within 15 days after they receive their letter. The City shall grant or deny any application based on written comments received from adjacent property owners regarding health, safety, and welfare and/or for any history of ordinance violations related to animal control.
- (c) Conditions. If granted, the license shall be issued by the city clerk and shall state the conditions, if any, imposed upon the permittee for the keeping of dogs under the license. The license shall specify the restrictions, limitations, conditions and prohibitions which the City deems reasonably necessary to protect any person or neighboring use from unsanitary conditions, unreasonable noise or odors or annoyance or to protect the public health and safety. Such license may be

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modified from time to time or revoked by the City for failure to conform to such restrictions, limitations or prohibitions. Such modification or revocation shall be effective from and after ten days following the mailing of written notice thereof by certified mail to the person keeping or maintaining such dogs.

- (d) Outside kennel or fence. An outside kennel must be constructed of open-faced, galvanized fabric of suitable size to maintain and secure the keeping of particular breeds of dogs and to allow for sufficient space for particular breeds of dogs to exercise freely. The surface of an outside kennel must be constructed of material of either concrete or gravel of sufficient depth to provide for proper cleaning, drainage, maintenance and needs of all particular breeds of dogs. An area fully enclosed by a fence adequate for the breed of dog may be substituted and must comply with the City's Zoning Ordinance.
- (e) Refusal to grant or renew license. The City may refuse a license to keep or maintain dogs under this division for failure to comply with this chapter, if the facilities for the keeping of the dogs are or become inadequate for their purpose, if the conditions of the license are not met, if a nuisance condition is created, or if the public health and safety would be unreasonably endangered by the granting of such license. Refusal to grant or renew a small kennel license by the City may be appealed to the city council.

#### 525.03.22. Application and renewal fees.

The initial application fee for a small kennel license under this division shall be imposed, set, established and fixed by the city council, by resolution, from time to time. The five year renewal fee for any license issued under this division shall be imposed, set, established and fixed by the city council, by resolution, from time to time.

#### 525.03.23. Limitation on number of dogs kept on licensed premises.

The maximum number of dogs over three months of age which may be kept under a small kennel license issued under this division shall be three.

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