

Title 17

The Municipal Code governing Animals may be located through the following resources:

- A copy for viewing or purchase is available at the customer service counter at the Animal Care and Control Center.
- Public Libraries.
- The Municipal Web Site Address: www.muni.org

General Information

Hours of Operation:

Animal Care and Control Center

Monday - Friday..... 11 am - 7 pm
Saturday - Sunday 10 am - 6 pm
Major Holidays Closed

Location and Mailing Address:

Animal Care and Control Center

4711 Bragaw
Anchorage, AK 99507

Municipal Hearing Office:

632 W. 6th Ave., Suite 740
Anchorage, AK 99501

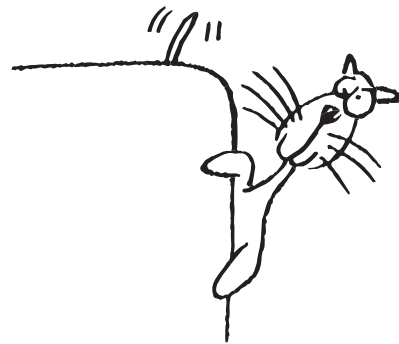
Important Phone Numbers:

Animal Care and Control Main 343-8118
Customer Service 343-8122
Animal Control Dispatch..... 343-8119
Animal Control Fax 343-8134
MOA Hearing Office..... 343-4535
MOA Hearing Office Fax..... 343-4541

Impoundment (Stray)

If your animal was loose and has been impounded by Animal Care and Control, please follow these steps:

- Come to the Animal Care and Control Center.
- In order to claim your animal, you will need to bring your drivers license along with proof of ownership (vaccination records, tags, pictures, etc.)
- Locate your animal in the kennel area and bring the paperwork on the kennel door to a customer service representative. If you do not see your animal in the public areas inquire at the customer service desk for assistance in locating your animal.
- Obtain any Notice of Violations associated with the impoundment and pay all impoundment fees.
- Give your pet a big hug!



Impoundment (Investigation)

If your animal has been impounded as part of an investigation follow these steps:

- Provide proof of rabies vaccination to Animal Care and Control within 72 hours.
- Provide a statement regarding the incident and/or your animal's behavior (optional).
- As the animal owner, you have the right to request a hearing on any impoundment actions, administrative decisions, or Notices of Violation issued by Animal Care and Control.
- You may submit a Request for Information form, which is available at Animal Care and Control. This process allows you to obtain information in your file that you may need for a hearing. Animal Care and Control will fulfill your request for a minimum fee of \$ 5.00. (This fee may increase if the request is extensive.) Confidential information concerning the complaining party and/or witnesses will not be released unless a Request for Hearing has been filed with the Administrative Hearing Office.
- If you need to speak to the officer handling your case, please contact our dispatcher at 343-8119.



Hearings Process

Requests for hearings may be submitted for NOV's and/or Administrative Decisions. Follow these guidelines to request a hearing:

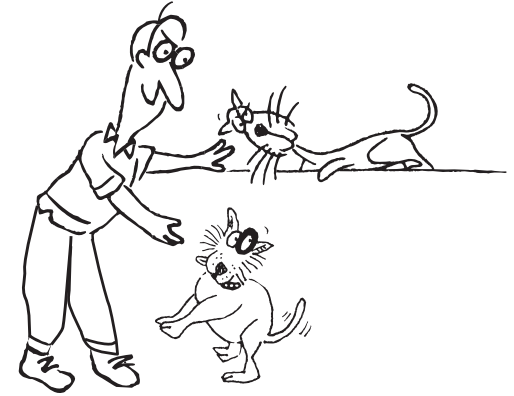
- Acquire a request for hearing form from either the Animal Care and Control Center or the Municipal Hearings Office.
- Submit the Request for Hearing to the Municipal Hearings Office.
- You must submit your Request for Hearing within 15 business days of the issue date of the NOV or Administrative Decision.
- Attach any documents, witness statements, and any other evidence you would like the Hearing Officer to consider at hearing to the Request for Hearing form.
- File a Request for Information at the Animal Care and Control Center. Be specific in the information you would like provided. There is a minimum fee of \$5.00 for this service.
- Contact the Administrative Officer for assistance, 343-8128.

Notice of Violations (NOVS)

NOV's are issued when a portion of Title 17 is violated. You must do one of the following:

1. Pay the fine within 15 business days of the issue date. Checks must be made out to the Municipality of Anchorage and mailed to the Animal Care and Control Center, or paid in person at the Center.
-OR-
2. Request a hearing on the violations (optional). Submit request for hearing forms to the Municipal Hearing Office.
 - File a Request for Information form at the Animal Care and Control Center.
 - Seek assistance from the Administrative Officer.

Answers to Frequently Asked Questions On Title 17



Anchorage Animal Care and Control Center

Animal Care and Control is charged with enforcing Anchorage Municipal Code Title 17 (Animals) for the Municipality of Anchorage. Areas served by Animal Control include Peters Creek, Eklutna, Chugiak, Eagle River, Anchorage and Girdwood.

The intent of this brochure is to inform animal owners of their rights when impoundment or civil penalty actions occur.

If you have further questions or concerns, the staff at the center is eager to assist you.