

**ANCHORAGE ANIMAL CARE AND CONTROL
SPECIAL PURPOSE LICENSE
APPLICATION**

**4711 S. Bragaw Street, Anchorage, AK 99507
Phone: (907) 343-8162 Fax: (907) 343-8134**

| | |
|--------------------------|-------|
| Please check one: | |
| NEW APPLICATION | _____ |
| RENEWAL | _____ |

LICENSE TYPE (definitions and fees provided on page 2):

_____ **Animal Litter** _____ **Multi-Animal Facility** _____ **Commercial Facility**

NAME OF FACILITY: _____

OWNER OF FACILITY: _____

ADDRESS OF FACILITY: _____

MAILING ADDRESS: _____

HOME PHONE: _____ WORK PHONE: _____

EMERGENCY CONTACT: _____

HOURS OF OPERATION: _____

The following MUST be attached with the application in order to begin the licensing process. Failure to provide any of the following may result in a denial of application for license.

- **Current diagram** to scale, of the premises (showing peripheral boundaries, location and dimensions of premises where animals will be kept, location and use of any structures on adjacent lots, and location of drinking water wells and streams and other surface water).
- **Current Municipal and/or Alaska Business License** (if applicable). Required for Commercial Facility License.
- **Proof of current rabies vaccine** for each animal over the age of four months, where species is required to have rabies vaccination (cats, dogs, ferrets).
- **Statement from applicant** verifying that they read the existing subdivision covenants, if any, for the premises where the animals are to be kept, and that (to the best of their knowledge) the facility is in compliance with the covenants.
- **Licensing Fee** (fee schedule provided on page 2 of application dependent on type of license applied for).

NUMBER OF ANIMALS: DOGS _____ CATS _____

SPECIES/ BREEDS: _____

OTHER: _____

Number of other animals (species/ breeds) including rabbits, ferrets, or horses to be kept on the premises.

Renewal applications shall be made at least 30 days prior to the expiration of the current license and may rely upon materials submitted with a prior application provided it portrays the current condition of the facility or location, EXCEPT current rabies vaccination proof for each animal over the age of four months where species is required to have a rabies vaccination; and upon certification that there have been no significant changes in the numbers, types and species of animals since the prior application.

Animal Litter License: A person who sells or reconveys not more than three litters of dogs and/or cats in a calendar year shall be required to obtain an animal litter license:

- Each litter shall be registered with the Animal Care and Control Center within seven weeks of birth for a fee set in accordance with chapter 17.70. Advertisement of any kind must show the litter license number in the ad. Any person who sells more than three litters in a calendar year must apply for a commercial facility license.
- The Animal Litter License fee is **\$25.00 per litter**; each litter shall be registered with the Animal Care and Control Center.

Multi-Animal Facility License: A person or facility, including a dwelling unit, residence, or business premise, that owns, possesses or is the custodian of four or more dogs, four or more cats, four or more rabbits, four or more ferrets, four or more horses or any combination of seven or more of the above animals, shall be required to obtain a multi-animal facility license.

- Multi-Animal Facility License fee is **\$100.00 bi-annually for four to ten animals and \$150.00 bi-annually for eleven or more animals.**

Commercial Facility License: A person or facility that boards or grooms dogs, cats, rabbits, ferrets and/or horses for fees or services, or any person or facility that reconveys four or more dogs or cats in a calendar year, or any person or facility that breeds more than three litters of dogs and/or cats in a calendar year shall be required to obtain a commercial facility license. *A pet store is a commercial facility.*

- Commercial Facility License fee is **\$100.00 annually.**

All Special Purpose Licensing fees are nonrefundable and must be paid at the time the application is submitted. Also, Special Purpose Licenses will ONLY be issued if applicant/owner is in compliance and remains in compliance with zoning requirements, humane animal keeping, business license requirements, and all other laws under Title 17 as applicable.

Animal Care and Control may conduct an on-site inspection of the facility prior to issuing a new or renewed license. The purpose of the inspection is to determine whether or not the facility meets the standards for operating a facility.

As specified in AMC 17.10.050, an owner or operator of facility shall:

1. Provide adequate and appropriate shelter to ensure animal health, safety, and welfare.
2. Maintain the facility in a sanitary condition.
3. Provide veterinary care as necessary.
4. Provide for adequate and appropriate care and feeding of animals and ensure the availability of adequate food and fresh water.
5. Ensure no animals prohibited by federal, state and municipal laws are kept.
6. Ensure all animals are confined or in control on any premises where the animals are kept.
7. Keep only the number of animals in the facility or on premises which allows for appropriate space, safe keeping, humane care and sanitary environment consistent with the animal's breed, size, age, and species for all animals kept.
8. Comply with the provisions of this title, municipal regulations, and the terms, conditions, and limitations of any license issued under chapter 17.15.
9. Comply with the provisions of Title 21 (Land Use Planning) of this Code.

The facility must also comply with Municipal Animal Waste Management Guidelines including the manner of waste storage, frequency of waste removal, and waste storage location/setback distances. Reference the attached guidelines for detailed requirements.