

Hobby Breeders Process and Checklist

Applicants requesting a Hobby Breeders Permit to operate in a residential district are required to obtain approval from the Planning and Zoning Board for a Conditional Use permit prior to obtaining the Hobby Breeder permit. This process is via a public hearing.

NOTE: A Hobby Breeder permit is not applicable if your animal is breeding only one time or is due to unintentional circumstances.

SUBMIT THE FOLLOWING:

- Completed Land Use Application for a Conditional Use Permit and a completed application for City Business Registration.
 - Site plan showing:
 - a. The dimensions of the property lines, the location of the primary residence and the location and dimensions of any secondary structures including fencing, sheds, animal housing, whelping areas and/or dog runs.
 - b. Adjoining property, abutting streets and alleys, and a north directional arrow.
 - Applicant letter regarding detailed business operations to include the animals breed, the number of animals for this permit, gender, weight, age, average litter size, housing (indoors, outdoors) pedigree papers, etc.
 - Property owner verification and/or permission letter.
- ❖ **NOTE:** If the applicant is other than the property owner, a letter is required from the property owner stating that he/she is aware of the request for a conditional use permit for hobby breeding, and that the applicant may act as his/her agent.
- ❖ Once submitted and reviewed by the zoning division, the application is then forwarded to the Animal Control Division, Department of Public Safety for review. A field review and approval of the breeding location held by Animal Control is required prior to the Planning and Zoning Board hearing date.
- ❖ Upon approval of the Conditional Use permit, the applicant shall obtain a Hobby Breeders permit and a Professional Animal permit from the Animal Control Division and a Business Registration from the City Clerk's Office. The applicant shall submit copies of said documents to the Department of Development Services.

TYPICAL RESIDENTIAL SITE PLAN

