

Name and phone number of your veterinarian: _____

Business hours of operation: _____

Will animals be housed overnight in your facility? _____ yes _____ no

Unless specifically exempted by law or variance, the applicant must meet all existing zoning requirements prior to a permit being issued under 375.10

No permit to operate a commercial animal establishment shall be issued to any person who has been convicted of cruelty to animals.

Please complete all information requested above and return this form and your check made out for \$100.00 (first time applicant) or \$50.00 (renewal) to:

Iowa County Sheriff's Department
1205 N. Bequette St.
Dodgeville, WI. 53533

Failure to fully complete the form may result in it being returned or denied.

All commercial animal establishment permits expire on December 31st of the permit year. Renewal applications are available in late October from the Iowa County Sheriff's Department. Please notify the Iowa County Humane Officer through the Sheriff's Department of any change in your mailing address or change of ownership. Late fees are charged if permits are not renewed prior to March 1st annually.

Signature of Applicant _____ Date _____

For Office Use Only:

Zoning Check: approved _____ denied _____
Signature _____ date _____

Inspection report attached? Yes _____ No _____

Application: approved _____ denied _____
Signature _____ date _____

Application Procedure:

1. Each commercial animal establishment shall file an application annually within the time periods provided in section 375.10 of Ordinance 375.
2. Permit application forms are available from the Iowa County Sheriff's Department.
3. Upon receipt of a completed application, the Iowa County Humane Officer or other designated authority shall make an inspection of the facility to ensure that all animals are provided for in a humane manner and that the establishment is in compliance with all provisions of Ordinance 375, state and/or federal regulations. The Humane Officer or other designated authority shall be permitted to make such inspections of any commercial animal establishment at any reasonable time during normal business hours.
4. The Iowa County Humane Officer or other designated authority shall either issue a permit to the applicant or, if an application is not granted, shall notify the applicant in writing of the specific reasons for denial.
5. Any commercial animal establishment denied a permit may not reapply for a period of at least thirty (30) days.
6. If an applicant is shown to have withheld or falsified any material information on the application, the Iowa County Humane Officer or designated authority may refuse to issue or may revoke a permit.

Revocation of Permits:

1. The Iowa County Humane Officer or designated authority may revoke any permit if the person holding the permit refuses or fails to comply with the provisions of Ordinance 375 or any other state and/or federal regulation governing the protection and keeping of animals, including refusal to allow inspection of the animal establishment as provided for in 375.10.
2. Whenever a permit is revoked for cause, any person who receives a permit revocation notice may appeal such notice to the Iowa County Sheriff's Department within ten (10) days of receiving such notice. Appeals shall be in writing, shall state the grounds or reasons why revocation should be reversed and signed by the person bringing the appeal or their authorized representative. Failure to file a timely appeal shall result in permit refusal or revocation.
3. A hearing will be scheduled with the Iowa County Humane Officer and Iowa County Sheriff and notice of such hearing will be given to the applicant at least ten (10) days prior to the hearing date.
4. The Iowa County Humane Officer will, within ten (10) business days of the hearing, give a written determination to the permit applicant.

Pet dealers, pet breeders, kennel operators and dog day care operators must provide for each dog or cat:

1. a cage of sufficient size to allow the occupant to stand up, lie down and turn around without touching the sides or top. Floors are to be non-porous and equipped with bedding or other suitable protection for the animal to lie upon. Cats must have access to litter.

2. an exercise area of sufficient size to allow running and safe, sufficient fencing with a secure, locking gate.
3. enclosures, cages and exercise areas which are kept clean, dry and in a sanitary condition and which provide adequate ventilation, healthful temperature and protection against weather extremes. These enclosures, cages and exercise areas shall be maintained in good repair and shall be designed to protect the animals from injury and restrict the entry of other animals.
4. daily food that is palatable, free of visible contamination and is of sufficient quantity and quality to meet the normal nutrient requirements for the type, condition, size and age of the animal.
5. a constant source of fresh, potable water in a container which is secured to prevent spilling and which can be removed for sanitation purposes.
6. adequate provision for the removal and disposal of animal and food wastes, bedding, and debris to minimize odor and disease hazards.
7. water at a temperature adequate for washing and disinfecting cages or another approved method of disinfecting.

Grooming shop operators must provide:

1. water at a temperature adequate for washing and disinfecting cages or another approved method of disinfecting.
2. each animal with housing in a separate cage
3. cages or enclosures made of nonporous material that are of sufficient size to allow each animal to stand up, turn around and stretch to its full length and which are maintained in a sanitary condition with sufficient clean, dry bedding for each animal. Cats must have access to litter.
4. fresh, potable water for each animal that is always available and is kept in a non-spillable container which is removed daily for cleaning and disinfection.
5. adequate ventilation and a healthful room temperature.
6. an attendant for each animal while it is being groomed.
7. sanitization of all equipment after each animal is groomed
8. adequate supervision during the drying process as to not leave the animal unattended

Pet shop operators must provide:

1. water at a temperature adequate for washing and disinfecting cages or another approved method of disinfecting.
2. cages or enclosures made of nonporous material that are of sufficient size to allow each animal to stand up, turn around and stretch to its full length and which are maintained in

a sanitary condition with sufficient clean, dry bedding for each animal. Cats must have access to litter. These cages or enclosures shall be maintained in good repair and shall be designed to protect animals from injury and restrict the entry of other animals.

3. fresh, potable water for each animal that is always available and is kept in a non-spillable container which is removed daily for cleaning and disinfection.
4. daily food that is palatable, free of visible contamination and is of sufficient quantity and quality to meet the normal nutrient requirements for the type, condition, size and age of the animal.
5. adequate perching space for each bird.
6. adequate ventilation and a healthful room temperature
7. adequate provision for the removal and disposal of animal and food wastes, bedding, dead animals and debris to minimize odor and disease hazards.
8. provide separate housing areas for animals which are sick, diseased or injured to avoid contamination risks to healthy animals.
9. personnel on duty at all times during hours of operation whose responsibility it is to monitor the health and welfare of the pets being held for sale or display.
10. compliance with any state or federal regulations relating to their operational activities

All commercial animal establishment permit applicants or holders are required to abide by all requirements of Ordinance 375, local zoning regulations and state and/or federal regulations in addition to the above listed guidelines. Any violation of these guidelines, Ordinance 375, local, state or federal regulations may result in the refusal or revocation of an operator's permit.