



City of Leavenworth
DEPARTMENT OF DEVELOPMENT SERVICES

DOMESTIC ANIMAL PERMIT APPLICATION
(Rabbits, hares, hens, ducks, geese, pigeons or any other domestic fowl)

This application must be filled out legibly, in black ink, either hand printed or typewritten

APPLICANT:

This party shall receive determinations and notices associated with this application, and shall be the City's point of contact for processing this application.

Last Name: First Name:

Physical Address (where animals are to be kept):

Mailing Address: City: State: Zip:

Phone: Email:

Assessor's Tax Parcel Number of Property:

Subdivision Name: Block: Lot:

Property Owner (If Different than Applicant):

Last Name (Business Name): First Name:

Mailing Address: City: State: Zip:

Phone: Email:

With my signature I acknowledge and give permission to the above named applicant to apply for this permit to make changes to my property and to complete any improvements upon my property as outlined in this application or as approved by the City of Leavenworth.

Signature:

REQUIREMENTS

All required information and fees, as applicable, must be submitted at time of application. Applications which do not include all of the required information and fees may be returned to the applicant.

FEES:

- There is no permit fee for the Domestic Animal Permit. Fees may be applicable for any building permits or fence permits required to accommodate the use, and will be determined by the Department of Development Services in compliance with the City's fee schedule.

1 This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to LMC Chapter 21.07.

2 It is unlawful for any person, firm or corporation to keep, harbor or maintain within the city limits any bear, chimpanzee, gorilla, badger, wolf, coyote, fox, nondomestic feline, including, but not limited to, lions, tigers, leopards, jaguars, bobcats, ocelots, lynx and cougars, or vicious or venomous or poisonous wild animals or honey bees. Also prohibited are domestic farm animals including, but not limited to, pigs, hogs or swine, goats or sheep of any description, horses, mules, cattle or roosters of any description. The prohibitions shall not apply to the Humane Society or the Washington State Department of Game, or to the keeping, harboring or maintaining of goats as part of a commercial amusement enterprise in the tourist commercial district of the city authorized in accordance with Chapter 18.44 LMC.

3 If more than one property owner, please use additional sheets as necessary in order to provide information for each owner.

4 Please note that fees are subject to change without notice. Check with the City of Leavenworth for current fees prior to submittal of your application.

GENERAL INFORMATION:

- The purpose of Leavenworth Municipal Code Chapter 6.16, Domestic and Wild Animals, is to protect the public health and welfare of the residents of the city by preventing annoyance, injury or the endangerment of comfort, repose, health or safety by regulating the keeping and maintaining of certain wild animals as well as domestic farm animals within the city limits. Any permit to keep animals shall be granted only upon a showing by the applicant that appropriate provisions have been made for sanitation, care, caging and odor control. Please consult Leavenworth Municipal Code Chapter 6.16 for complete information and requirements. The Code can be viewed online at www.cityofleavenworth.com.
- The following Code sections have been identified by the City to help you develop your plan for housing domestic animals included in this application:
 1. No separate accessory buildings shall be erected within five feet of any other building.
 2. All accessory structures used for the purposes of housing or keeping animals and fowl permitted shall be set back a distance of 10 feet from the applicant's property line.
 3. No accessory building, structure, or pen shall occupy any portion of a front yard, or be within 20 feet of a public right-of-way.
 4. Structures over 200-square⁵ feet in area require a building permit prior to placement. Information as required by this application shall be used to determine requirements and fees for placement of structures over 200-square feet and shall be used in place of the Building Permit Application.⁶
 5. Fences and fence-type walls require a fence permit prior to placement. The maximum fence height for any pens used to house animals is 6-feet and shall be located required distances from property lines and other structures as cited above. Information as required by this application shall be used to determine requirements and fees for fences used for pens to house animals and shall be used in place of the Fence Permit Application.⁵
- Upon issuance of a permit, the Applicant shall be subject to all applicable federal, State, and local laws. The following have been identified as specifically applicable to Domestic Animal Permits:
 1. It is unlawful for any person, firm or corporation to keep, harbor or maintain within the city limits any bear, chimpanzee, gorilla, badger, wolf, coyote, fox, nondomestic feline, including, but not limited to, lions, tigers, leopards, jaguars, bobcats, ocelots, lynx and cougars, or vicious or venomous or poisonous wild animals or honey bees. Also prohibited are domestic farm animals including, but not limited to, pigs, hogs or swine, goats or sheep of any description, horses, mules, cattle, or roosters of any description.
 2. It is unlawful for any person or persons within the corporate limits of the city to disturb the peace and quiet of any person, family or neighborhood.
 3. It is unlawful to tether or confine any animal in such a manner or in such a place as to cause injury or pain or to endanger an animal or to keep an animal in quarters that are injurious to the animal due to inadequate protection from heat or cold or that are of insufficient size to permit the animal to move about freely.
 4. It is unlawful to keep an animal in an unsanitary condition or to provide insufficient food, water, shelter or ventilation necessary for the good health of that animal.
 5. It is unlawful for the owner of an animal to fail to provide his or her animal the medical care that is necessary for its health or to alleviate its pain.
 6. It is unlawful to permit any animal to fight with or injure other animals or permit any animal to be fought or injured by any other animal or to train or keep for the purpose of training any animal for the exhibition of such animal in combat with any other animal whether for amusement of himself, herself or others or for financial gain or permit such conduct on premises under his or her control to be present as a spectator at such exhibitions.

⁵ The square footage threshold applicable in residential zones only. Requirements may be different in differing zone districts.

⁶ Please note: The City may require additional information to be submitted in order to determine permitting requirements.

➤ **Provide information and applicable drawings with your application which show compliance with the requirements herein.** All drawing(s) must be on paper capable of being folded for storage in an 8 ½" x 14" file, and become the property of the City of Leavenworth.

1. Provide two (2) sets of Site Plans showing the items as required on the Site Plan Checklist and Example (attached), including the location of any accessory building, structure, fencing, or pen to house the animal(s).

2. Type and number of animal(s) included in this application:

Rabbit – number: _____

Goose – number: _____

Hare – number: _____

Pigeon – number: _____

Hen – number: _____

Other Fowl, type: _____

Duck – number: _____

number: _____

3. Provide information regarding the type of building, structure, fence, or pen to house the animal(s):

Briefly describe any structure to be built (excluding pen): _____

Size (area in square feet): _____

Height (in feet): _____

Briefly describe any fenced area to be built (pen): _____

Type of fencing: _____

Height of fencing: _____

4. Briefly describe any provisions for sanitation, odor control, and heating: _____

I acknowledge that upon issuance of any permit by the City of Leavenworth that it is my obligation to comply with any and all laws, ordinances and regulations governing the type of project permitted whether or not specified in the permit. I acknowledge that the granting of a permit or an approval by the City of Leavenworth does not give any authority to violate or modify the provisions of any other federal, State or local law, ordinance or regulation with respect to regulation of construction, performance of construction and/or operation of the project. I have read and understand the application and have provided information truthfully to the best of my knowledge. I hereby certify that I have read and examined this application and know the same to be true and correct, and if any of the information provided is incorrect, the permit or approval may be revoked.

Regarding property boundaries, I acknowledge that the only accurate way to locate property lines is by a land survey conducted by a licensed professional. The City of Leavenworth makes no representation as to the accuracy or location of any boundaries related to the project and I, by virtue of receiving a permit issued by the City of Leavenworth, agree to hold harmless, defend and indemnify the City in any legal action related to property lines or boundaries.

Applicant's Signature: _____ Date: _____

STAFF USE ONLY

Application received by: _____ Date: _____

Cash / Check #: _____ Amount received: _____

Accepted as complete by: _____ Date: _____

Date of Issuance: _____

Docket #: _____ Master Application #: _____

Notes: _____

