

1 **CITY OF SANTA FE, NEW MEXICO**

2 **ORDINANCE NO. 2014-7**

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4  
5 **AN ORDINANCE**

6 **AMENDING VARIOUS PROVISIONS OF THE CITY OF SANTA FE ANIMAL SERVICES**  
7 **ORDINANCE, CHAPTER 5 SFCC 1987.**

8  
9 **BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:**

10 **Section 1. Section 5-1 SFCC 1987 (Ordained as Code 1973, §4-1, as amended) is**  
11 **amended to read:**

12 **5-1 SHORT TITLE; PURPOSE.**

13 A. This section may be cited as the "Animal Services Ordinance".

14 B. It is the intent of the governing body that this chapter will protect animals from  
15 cruelty, neglect and abuse; protect residents from annoyance and injury, assist in providing housing  
16 for animals in a control center, finance and support the functions of licensing and recovery, and to  
17 establish regulations for the neutering of animals. The neutering of animals is necessary to eliminate  
18 the excessive number of unwanted animals, thereby reducing the number of animals that must be  
19 euthanized each year.

20 **Section 2. Section 5-2 SFCC 1987 (Ordained as Code 1973, § 4-2, as amended) is**  
21 **amended to read:**

22 **5-2 DEFINITIONS.**

23 As used in this chapter:

24 *Administrator* means the person responsible for the operations of the animal services division.

25 *Animal* means any vertebrate member of the animal kingdom excluding human beings.

1           *Animal services center* means the facility maintained and operated pursuant to the provisions  
2 of this chapter.

3           *Animal services officer* means an employee of the city, designated as such by the  
4 administrator, who has the authority of a peace officer to issue citations for violations of this chapter  
5 and performs such other duties relating to animal services as prescribed by the city manager.

6           *Anti-escape provision* means any housing, fencing or device which a guard dog cannot go  
7 over, under, through or around.

8           *Bite* means an actual puncture or tear of the skin inflicted by the teeth of an animal.

9           *Breeder* means any person involved in controlled breeding of animals except those  
10 complying with Section 5-9.5 SFCC 1987 for litter fees. Breeders are subject to the professional  
11 animal care permit requirements set forth in Section 5-6.2 SFCC 1987.

12           *Commercial property* means:

13                   A.       A portion of land, buildings, or land and buildings in the city, zoned for, or  
14 utilized for commercial or business uses, including temporary sites; and

15                   B.       Any vehicle utilized for commercial or business purposes in the city.

16           *Cruelty* means an overt act committed with the intent to harm or needlessly kill an animal or  
17 committed out of depraved indifference for the animal's wellbeing, including but not limited to  
18 torture, maiming, beating or otherwise committing violence that causes injury or death.

19           *Dangerous animal* means:

20                   A.       An animal which, when unprovoked, engages in behavior that requires a  
21 defensive action by a person to prevent great bodily harm to a person or domesticated animal  
22 provided that the person or the second animal are not on the premises of the owner or person  
23 having custody of the first animal; or

24                   B.       An animal which, when unprovoked, injures a person but the injury does not  
25 result in great bodily harm; or

1           C.     An animal which, because of its poisonous bite or sting, constitutes a  
2 significant hazard to the public.

3           *Dog park* means an official city designated park or portion thereof where dogs can exercise  
4 and run off leash in a safe, secure environment within the established limits and boundaries of an  
5 official city designated dog park.

6           *Establishment* means a place of business together with its grounds and equipment.

7           *Feces* means excrement and other waste matter discharged from the bowels of an animal.

8           *Great bodily harm* means an injury to a person or domesticated animal which:

- 9           A.     Creates a high probability of death; or  
10          B.     Results in serious disfigurement; or  
11          C.     Results in loss of any member or organ of the body; or  
12          D.     Results in permanent or prolonged impairment of the use of any member or  
13 organ of the body.

14          *Grooming parlor* means any establishment, or part thereof, or premises maintained for the  
15 purpose of offering animals cosmetic services for profit.

16          *Guard dog* means any dog that is utilized to protect commercial property, as defined above.

17          *Guard dog site* means any premises utilizing a guard dog, and which has a current guard dog  
18 permit.

19          *Handler* means a person who trains dogs for socialization or dog shows or trials or a security  
20 person capable of controlling guard dogs.

21          *Handler breeder or hobby breeder* means any person involved in controlled breeding of  
22 animals which are approved by a nationally recognized animal breeding organization, and are eligible  
23 to be so registered. Animals under the age of three (3) months are not required to be registered.  
24 Handler breeders or hobby breeders are subject to the professional animal permit requirements.

25          *Heat or season* means a regularly recurring state of estrus during which the female animal is

1 capable of attracting or accepting the male for breeding or is capable of conceiving.

2 *Hybrid* means an animal created by breeding animals of different species. For purposes of  
3 this article, it includes, but is not limited to, the hybrid offspring of domesticated dogs and wolves, or  
4 domesticated dogs and coyotes.

5 *Impound* means to take-up and confine an animal in a humane manner.

6 *Inspection officer* means an animal services officer and is authorized by ordinance to conduct  
7 inspectorial searches.

8 *Inspection order* means an order issued by a municipal or district court judge.

9 *Inspectorial search* means an entry into and examination of premises for the purpose of  
10 ascertaining the existence or nonexistence of conditions dangerous to health or safety or  
11 otherwise relevant to the public interest, in accordance with inspection prescribed by this chapter  
12 enacted for the promotion of public well-being.

13 *Kennel* means any commercial establishment or premises where ten (10) or more dogs or  
14 cats, over three (3) months of age, are boarded, kept or maintained for any purpose whatsoever, with  
15 the exception of state-inspected veterinary hospitals and shelters.

16 *Licensed veterinarian* means a person with a doctor of veterinary medicine degree, licensed  
17 to practice in the state.

18 *Livestock* means cattle, horses, mules, donkeys, swine, sheep or goats.

19 *Nuisance* means, but is not limited to defecation, urination, disturbing the peace, emitting noxious or  
20 offensive odors or otherwise endangering or offending the well-being of the inhabitants of the city.

21 *Neglect* means an overt act involving failure to provide for animal health or safety, including  
22 but not limited to failure to provide adequate food, water, shelter, exercise, or necessary veterinary  
23 care to an animal or to adequately confine an animal in a manner appropriate to its species, breed, age  
24 and condition.

25 *Nuisance* means, but is not limited to defecation, urination, disturbing the peace, emitting

1 noxious or offensive odors or otherwise endangering or offending the well-being of the inhabitants of  
2 the city.

3 *Owner of animal* means a person who owns, harbors or keeps, or knowingly permits an  
4 animal to be harbored or kept, or has an animal in his care, or who permits an animal to remain on or  
5 about his premises.

6 *Person* means any individual, household, firm, partnership, corporation, company, society,  
7 association, and every officer, agent or employee thereof.

8 *Person in charge* means for the purpose of inspection, the individual present in an  
9 establishment who is the apparent supervisor of the establishment at the time of inspection. If no  
10 individual is the apparent supervisor, then any employee present shall be considered the person in  
11 charge.

12 *Pet shop* means any commercial establishment or premises or part thereof maintained for the  
13 purchase, sale, exchange of animals of any type, except that the term shall not include livestock  
14 auctions.

15 *Playground* means an area where outdoor equipment is placed for children to play on, athletic  
16 fields such as baseball, football, soccer fields, handball courts, tennis courts, skateboard parks, etc.

17 *Police dog* means any dog owned by a public agency and used in law enforcement activities  
18 under the direction of a handler.

19 *Premises* means a parcel of land and the structures thereon.

20 *Professional animal care business* means a business operated by a person or persons  
21 that involves live animals, and includes, but is not limited to, animal rescue, animal shelter, boarding  
22 kennel, breeder, grooming parlor, grooming service, commercial kennel, pet day care facility, pet day  
23 care service, pet sitting service, pet store, training facility, dog walking service and circus acts.

24 *Professional Animal Care Permit* means a permit issued by the city of Santa Fe animal  
25 services administrator to a person or persons which involves live animals, and includes, but is not

1 limited to animal rescue, animal shelter, boarding kennel, breeder, grooming parlor, grooming  
2 service, commercial kennel, pet day care facility, pet day care service, pet sitting service, pet store,  
3 training facility, dog walking service and circus acts.”

4 *Quarantine* means to detain or isolate an animal suspected of having a contagious disease.

5 *Restraint* means:

6 A. Confinement within the real property limits of an animal owner where the  
7 animal is secured by a leash or lead or is otherwise under the control of a responsible person;  
8 or

9 B. Confinement within a vehicle in a manner that prevents an animal from  
10 escaping.

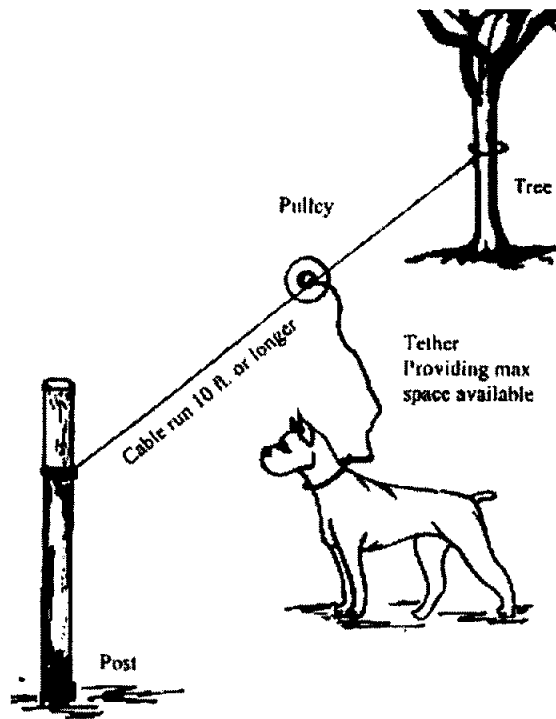
11 *Running at large* means not to be confined within a building, shelter, walled or fenced area or  
12 secured by a leash, rope, chain or other restraining device, unless under the direct control of the  
13 owner/handler or keeper.

14 *Service animal* means a dog or miniature horse that is individually trained to do work or  
15 perform tasks for a person with a disability.

16 *Shelter* means any establishment owned and operated by a non-profit humane organization  
17 licensed to do business in the state.

18 *Stray animal* means any animal found running at large beyond the boundaries of the premises  
19 of the owner except within the established limits and boundaries of an official city designated dog  
20 park.

21 *Trolley system* means a method to confine a dog by tethering the dog to a cable that is ten feet  
22 (10') or longer with a free moving pulley device attached that will allow the lead to roll across it,  
23 permitting maximum space for a single dog to move around. See following illustration of trolley  
24 system:  
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12 *Unaltered* means not neutered or spayed.

13 *Vaccination* means protection provided against rabies by inoculation with anti-rabies vaccine  
14 recognized and approved by the state.

15 *Vicious animal* means an animal which kills or causes great bodily harm. It does not include  
16 an animal that bites, attacks or injures a person or second animal, which is unlawfully upon the  
17 premises of the owner or person having custody of the first animal. Any animal that has previously  
18 been found to be a dangerous animal may thereafter be deemed vicious upon a second or subsequent  
19 offense.

20 *Wild or exotic animal* means any animal not normally considered domesticated and shall  
21 include, but not limited to:

22 A. Class reptilia; order phidia, such as racers, boas, water snakes and pythons,  
23 and order loricata, such as alligators, caymans and crocodiles;

24 B. The following members of the class aves; order falconiforms, such as hawks,  
25 eagles and vultures, and subdivision ratitae, such as ostriches, rheas, cassowaries and emus;

1 and

2 C. Class mammalia; order carnivora; family felidae, such as ocelots, margays,  
3 tigers, jaguars, leopards and cougars, except commonly accepted domesticated cats; the  
4 family canidae, such as wolves, dingos, coyotes and jackals, except commonly accepted  
5 domesticated dogs, family mustelidae, such as weasels, martins, mink, badgers, except  
6 ferrets, family procynnidae, such as raccoons; family ursidae, such as bears; and order  
7 marsupialia, such as kangaroos and common opossums; order edentata, such as sloths,  
8 anteaters and armadillos; order proboscidea, such as elephants; order primata, such as  
9 monkeys, chimpanzees and gorillas; order rodenta, such as porcupines; and order ungulata,  
10 such as antelope, deer, bison and camels.

11 D. Hybrids.

12 **Section 3. Subsection 5-3.1 SFCC 1987 (being ordained as Code 1973, § 4-3, as**  
13 **amended) is amended to read:**

14 **5-3.1 Administration of Chapter.**

15 The administrator is responsible for the administration of this chapter. Reasonable rules and  
16 regulations shall be prescribed by the administrator to carry out the intent and purpose of the Animal  
17 Services Chapter. The administrator may delegate authority to his duly appointed animal services  
18 officers as he/she deems expedient to carry out the provisions of this chapter.

19 **Section 4. Subsection 5-3.2 SFCC 1987 (being ordained as Code 1973, § 4-4, as**  
20 **amended) is amended to read:**

21 **5-3.2 Animal Services Officers to Issue Citations.**

22 The city police, the administrator and animal services officers have the authority to issue  
23 citations for violations of this chapter and to perform such other duties as are prescribed by the city  
24 manager. An animal services officer shall wear a uniform, and a badge, and a name tag identifying  
25 him/her as an animal services officer. The badge shall be returned to the administrator upon the



1 termination of his employment.

2           **Section 5. Subsection 5-4.2 SFCC 1987 (being ordained as Code 1973, §4-8, as**  
3 **amended) is amended to read:**

4           **5-4.2 Hours of Business.**

5           The animal services center shall be kept open to the public for the transaction of business  
6 during the hours set by the administrator.

7           **Section 6. Subsection 5-5.1 SFCC 1987 (being ordained as Code 1973, §4-11, as**  
8 **amended) is amended to read:**

9           **5-5.1 Rabies Vaccinations.**

10           A. It is the duty of all persons owning or keeping a dog, cat, ferret or dog hybrid over  
11 the age of three (3) months to have such animals vaccinated against rabies unless the pet owner  
12 obtains written verification from a licensed veterinarian that the animal should not be vaccinated for  
13 health reasons. The rabies vaccination shall be given in an amount sufficient to provide immunity  
14 from rabies for three (3) years and shall be administered by a licensed veterinarian. A certificate from  
15 a licensed veterinarian shall be evidence of vaccination.

16           B. The veterinarian administering anti-rabies vaccine to any animal shall issue to the  
17 owner or keeper of the animal a numbered vaccination certificate. The certificate shall contain the  
18 name and address of the owner or keeper of the animal, a description of the animal vaccinated, the  
19 date of vaccination and the expiration date of the period of immunity.

20           C. It is unlawful for the owner or keeper of any dog, cat or ferret to fail to exhibit its  
21 certificate of vaccination upon demand by the administrator or by any animal services officer.

22           **Section 7. Subsection 5-5.3 SFCC 1987 (being ordained as Code 1973, §4-13, as**  
23 **amended) is amended to read:**

24           **5-5.3 Biting Dogs or Other Biting Animals.**

25           A. The owner of an animal that bites a person, and a person bitten by an animal, shall

1 report that occurrence to the animal services center and to the state health and environment  
2 department within twenty-four (24) hours. The owner of an animal that bites a person shall surrender  
3 the animal to the animal services center if the administrator deems it necessary to impound the animal  
4 for a period of observation.

5 B. A physician who renders professional treatment to a person bitten by an animal shall  
6 report that fact to the animal services center and to the state health and environment department  
7 within twenty-four (24) hours of his first professional attendance. The physician shall report the  
8 name, sex and address of the person bitten, as well as the type and location of the bite. The physician  
9 shall give the name and address of the owner of the animal that inflicted the bite, if known, and any  
10 other facts or details that may assist the administrator in ascertaining the immunization status of the  
11 animal.

12 C. An animal that bites a person shall be confined securely at a place for a period of  
13 time deemed necessary by the administrator. The owner of the animal shall bear the cost of  
14 confinement. The administrator may consent to confinement on the owner's premises but only if the  
15 animal had a current rabies vaccination at the time the bite was inflicted. The premises where the  
16 home confinement is to occur shall be inspected and approved for such purposes by an animal  
17 services officer. The owner of the animal shall be required to enter into an indemnity agreement on a  
18 form approved and prescribed by the administrator before consent may be given for such home  
19 confinement.

20 D. A person who has custody of an animal that has bitten a person shall immediately  
21 notify the administrator if the animal shows any signs of sickness, abnormal behavior, or if the animal  
22 escapes confinement. If the animal dies while it is in confinement, the person having custody of the  
23 animal shall notify the administrator or an animal services officer and relinquish any claims to the  
24 animal.

25 **Section 8. Subsection 5-5.4 SFCC 1987 (being ordained as Code 1973, §4-14, as**

1 amended) is amended to read:

2 **5-5.4 Restraint of Animals.**

3 A. Voice command is not an acceptable form of restraint.

4 B. Except for city permitted events that allow for animals to be present, animals which  
5 are not service animals shall not be allowed upon playgrounds or upon the grounds of swimming  
6 pools, or within a building, any of which are owned, operated or maintained by the city, nor shall they  
7 be allowed upon the premises of public schools, preschool through high school unless permission is  
8 obtained from the school official. All animals which are not service animals shall be prohibited in  
9 Cathedral Park.

10 C. Animals shall not be allowed upon a public street, alley, easement, city property or  
11 other place open to the public or upon any property other than that of the owner of the animal unless  
12 properly restrained. Dogs shall be on a secure leash no longer than eight feet (8') in length and under  
13 the immediate effective physical control of the person having custody thereof. The person having  
14 custody shall be a person of such age and maturity to be reasonably responsible therefor. A person  
15 inside an enclosed structure shall not be considered to be in the physical control of a dog not in the  
16 enclosed structure. The provisions of this paragraph do not apply when an animal is participating in a  
17 bona fide animal show or training program which has been authorized by the animal services division  
18 or is in a city park designated by the governing body as an exercise ground for dogs. The provisions  
19 also do not apply to police canine units unleashed while on public property while acting in a law  
20 enforcement activity.

21 D. Animals located upon the property of the owner of the animal shall be restrained in  
22 such a manner as to secure the animal, using devices such as a trolley system, kennel, invisible  
23 fencing, or inescapable walled or fenced area. Voice command is not an acceptable form of restraint.  
24 The animal shall be restrained in such a way as to prevent the animal from reaching outside the  
25 perimeter of the property.

1 E. Animals shall not be carried in or upon any vehicle in a cruel, inhumane or unsafe  
2 manner. An animal carried in the bed of a truck shall be crated or restrained upon a non-metal mat so  
3 it cannot fall or jump from the truck or be strangled.

4 F. A trolley system may be used to restrain an animal upon the owner's property,  
5 provided the following criteria are met:

6 (1) The device shall be affixed to the animal by use of a non-abrasive,  
7 comfortably fitted collar or harness.

8 (2) The device shall be at least ten feet (10') long unless such length would  
9 allow the animal to reach outside the owner's property, in which case it shall be no less than  
10 eight feet (8') long and elevated four (4) to seven (7) feet off the ground. The device shall be  
11 fastened so the animal can sit, walk and lie down comfortably and shall be unobstructed by  
12 objects that may cause the device or animal to become entangled or strangled.

13 (3) The animal shall have easy access to adequate shade, shelter, food and  
14 potable water.

15 (4) The area where the animal is confined shall be kept free of garbage and other  
16 debris that might endanger the animal's health or safety. Feces shall be cleaned up regularly,  
17 but no less frequently than twice weekly.

18 (5) The area where the animal is confined shall be kept free of insect infestations  
19 such as ant hills, wasp nests, or flea, tick and maggot infestations.

20 **Section 9. Subsection 5-5.5 SFCC 1987 (being ordained as Code 1973, §4-15, as**  
21 **amended) is amended to read:**

22 **5-5.5 Confinement During Estrus (Heat).**

23 Any female animal in the stage of estrus (heat) shall be confined to a well-ventilated building,  
24 escape-proof kennel or a boarding facility so that contact with a male animal will be prevented except  
25 for intentional breeding purpose, with required permits. Owners who do not comply with this section

1 may be required upon direction of an animal services officer to place such animal in a boarding  
2 kennel or veterinary hospital at the owner's expense.

3 **Section 10. Section 5-6 SFCC 1987 (being ordained as Code 1973, Art. V, Ch. 4) is**  
4 **amended to read:**

5 **5-6 PROFESSIONAL ANIMAL CARE**

6 **5-6.1 Purpose.**

7 The city declares it to be conducive to the promotion of the health and general welfare of the  
8 inhabitants of the city to require a professional animal care permit to operate a kennel, grooming  
9 parlor, pet shop, animal training, dog walking or animal sitting business or shelter, and to impose  
10 certain regulations and inspection fees on those engaged in operating, maintaining or owning such  
11 professional animal care entities.

12 **Section 11. Subsection 5-6.2 SFCC 1987 (being Code 1973, §4-17, as amended) is**  
13 **amended to read:**

14 **5-6.2 Professional Animal Care Permits Required; General Provisions.**

15 A. Breeders and persons operating kennels, grooming parlors, pet shops, animal  
16 training, dog walking service, pet sitting service, circus acts or shelters shall obtain a professional  
17 animal care permit from the administrator. It shall be unlawful to operate such a business without a  
18 current valid professional animal care permit. A current city business license shall be presented at the  
19 time of application for a professional animal care permit.

20 B. When a permit is applied for, an inspection of the breeders location or the kennel,  
21 grooming parlor, pet shop animal training, dog walking service, pet sitting service, circus acts or  
22 shelter shall be conducted by the administrator to determine compliance with this chapter. If  
23 inspection reveals that the operation complies with the law and regulations, a professional animal care  
24 permit will be issued. The permit is only valid for the approved operation. Permittees who keep  
25 animals confined, shall, at the option of the permittee, be exempt from the animal license

1 requirements of this chapter and will not be issued any license tags unless the required animal license  
2 fee is paid.

3 C. A permit is issued to a person for use at a single location. A valid permit shall be  
4 posted in a conspicuous place in every kennel, grooming parlor, pet shop, animal training, dog  
5 walking service, pet sitting service, shelter, or breeder's business location.

6 D. A breeder shall not advertise, sell, barter, exchange or give away any dog or cat  
7 within the municipal boundaries unless the professional animal care permit fee is paid. Any  
8 advertisement for the sale, barter, exchange or give away shall include the permit fee receipt number.  
9 A breeder shall furnish the permit fee receipt number to any prospective recipient requesting the  
10 number.

11 E. A permit holder shall notify the administrator of any change in his operations which  
12 may affect the status of his permit and shall keep the administrator informed of any change in name  
13 or location of his business.

14 F. Breeders or persons in charge of a kennel, grooming parlor, pet shop, animal training,  
15 dog walking service, pet sitting service, circus acts or shelter shall be responsible for complying with  
16 this chapter. There shall be kept at each kennel, grooming parlor, pet shop, shelter, or breeder's  
17 location a record of all animals received and of their final disposition.

18 G. The professional animal care permit shall expire December 31 of each calendar year,  
19 and shall be renewed by February 1 of the following year. Professional animal care fees shall be  
20 established by the administrator and approved by the governing body of the city.

21 H. Any individual, breeder or business that provides animals for sale or adoption shall  
22 purchase and display a professional animal care permit issued by the administrator. Any individual,  
23 breeder or business that is discovered representing another entity's animals as their own shall be in  
24 violation of this Chapter and shall be cited and may be required to forfeit their current professional  
25 care permit, except that individuals may purchase a litter permit in accordance with 5-9.5.

1           **Section 11.    Subsection 5-6.3 SFCC 1987 (being Code 1973, §4-18, as amended) is**  
2 **amended to read:**

3           **5-6.3 Specifications and Maintenance of Facilities.**

4           A.     Animal housing facilities shall be constructed of nontoxic materials and in a  
5 structurally sound design. Interior floors shall be smooth, easily cleanable construction and  
6 impervious to water. The facility shall be kept in good repair and kept clean and sanitary at all times,  
7 so as to protect the animals from disease and injury.

8           B.     Animals maintained in pens, cages or runs for periods exceeding twenty-four (24)  
9 hours, shall be provided with adequate space to prevent overcrowding and to maintain normal  
10 exercise, according to species.

11          C.     Indoor housing shall be provided for in all pet shops, grooming parlors, shelters and  
12 commercial kennels. These facilities shall be sufficiently temperature-controlled and ventilated to  
13 provide for the animal's comfort and health.

14          D.     Sufficient lighting shall be provided by either artificial or natural means.

15          E.     Outside housing shall be sufficient to protect animals from sunlight, rain, snow or  
16 cold weather that may be detrimental to the animals' health.

17          F.     Provisions shall be made for the removal and proper disposal of animal and food  
18 waste, bedding, dead animals and debris.

19          G.     Adult animals shall be segregated by sex, except where otherwise indicated for  
20 health, welfare or breeding purposes and any vicious or quarantined animals shall be removed and  
21 caged by themselves.

22          H.     Animals shall be provided with clean, fresh, sufficient and wholesome food and  
23 water. Food and water containers shall be kept clean.

24          I.     Each animal shall be observed daily by the animal caretaker in charge or his  
25 representative. Sick, diseased, injured, lame or blind animals shall be provided with proper veterinary

1 care. Any person operating or employed at a kennel, grooming parlor, pet shop or shelter who  
2 observes an animal which he suspects of being rabid shall at once notify the administrator and the  
3 state department of health and environment and segregate such animal for a period of ten (10) days,  
4 unless examined and released by written statement of a veterinarian and then only at the discretion of  
5 the administrator.

6 **Section 12. Subsection 5-6.4 SFCC 1987 (being Code 1973, §4-19, as amended) is**  
7 **amended to read:**

8 **5-6.4 Inspections; Emergency Inspectoral Searches.**

9 *A. Inspections.*

10 (1) Animal services officers shall conduct inspections of any facility or parcel of  
11 land to which this section applies.

12 (2) The animal services officer shall notify the occupants, custodians or owners  
13 of the premises, seven (7) days prior to the inspection, of the nature and purpose of the  
14 inspection.

15 (3) The notice required by the preceding subsection may be dispensed with  
16 because of the nature of the inspection to be undertaken, the conduct of the occupants,  
17 custodians or property owners, other circumstances or there is a reasonable basis for belief  
18 that such notice would obstruct, or seriously diminish the utility of the inspection in question.

19 (4) Upon sufficient showing the consent to an inspectorial search has been  
20 refused or is otherwise unobtainable within a reasonable period of time, the officer may make  
21 application for an inspection order. Such application shall be made to the municipal or district  
22 court judge having jurisdiction over the premises to be inspected.

23 (5) The application shall be granted and the inspection order issued upon a  
24 sufficient showing that inspection of the premises or property, is in accordance with the intent  
25 of this chapter, and that the circumstances of the particular inspection for which application is



1 made are otherwise reasonable. The issuing authority shall make and keep a record of the  
2 proceeding on the application, and enter thereon his findings in accordance with the  
3 requirements of this section.

4 (6) The officer executing the order shall, if the premises or property in question  
5 are unoccupied at the time of execution, be authorized to use such force as is reasonably  
6 necessary to gain entry and make the inspection.

7 (7) The inspection officer conducting the search shall, if authorized by the  
8 issuing authority on proper showing, be accompanied by one (1) or more law enforcement  
9 officers who are authorized to serve search warrants. The law enforcement officer(s) shall  
10 assist the inspection officer in executing the order at his direction.

11 B. *Emergency Inspectorial Searches.*

12 (1) Whenever it reasonably appears to an inspection officer that there may be a  
13 condition, arising under the ordinance he is authorized to enforce, and imminently dangerous  
14 to health and safety, the detection or correction of which requires immediate access, without  
15 prior notice to the premises or property for purposes of inspectorial search and if consent to  
16 such search is refused or cannot be promptly obtained, the inspection officer may make an  
17 emergency inspectorial search of the premises without an inspection order.

18 (2) Upon completion of the emergency inspectorial search, the inspection officer  
19 shall make prompt report of the circumstances to the municipal judge to whom application  
20 for an inspection order would otherwise have been made.

21 **Section 13. Subsection 5-6.5 SFCC 1987 (being Code 1973, §4-20, as amended) is**

22 **amended to read:**

23 **5-6.5 Permit Violations; Suspensions and Revocations; Hearing**

24 A. *Permit Violation.* If the animal services officer makes an inspection of a kennel,  
25 grooming parlor, pet shop animal training, dog walking service pet sitting service, circus acts or

1 shelter and discovers a violation of this chapter, he shall notify the permit holder, or operator, of the  
2 violation by means of written notice. The notice of violation shall:

- 3 (1) Set forth the specific violation found;
- 4 (2) Establish a specific and reasonable period of time for the correction of the  
5 violation found;
- 6 (3) State that failure to comply with any notice may result in a citation and  
7 referral to municipal court for prosecution and/or immediate suspension of the permit; and
- 8 (4) Be hand delivered to the permit holder or operator or mailed registered mail,  
9 return receipt requested to the last known address of the permit holder.

10 B. *Suspension of Permit in an Emergency.* If the violation described above has not been  
11 corrected within the specific time period and the animal services officer determines that an  
12 emergency exists that for the welfare, safety of the animal or the general public requires suspension of  
13 a permit, the animal services officer shall notify the permit holder, or operator that the permit shall be  
14 suspended. The notification of suspension shall:

- 15 (1) Set forth the specific violation found or describe the emergency situation  
16 which exists requiring suspension of the permit;
- 17 (2) State that the permit is suspended until a hearing in compliance with  
18 paragraph E. below is held. The hearing shall be held within five (5) days of the receipt of the  
19 notice of suspension;
- 20 (3) State that the suspension shall be lifted if the violation or emergency  
21 situation is corrected in compliance with this chapter and approved by the animal services  
22 center before the hearing; and
- 23 (4) State that at the hearing a decision will be made regarding whether the permit  
24 shall be reinstated or revoked permanently;
- 25 (5) Be hand delivered to the permit holder or operator;

1           C.       *Revocation of Permit in an Emergency.* If the animal services officer determines that  
2 there are serious or repeated violations of this chapter and the animal services officer determines that  
3 an emergency exists that for the welfare, safety of the animal or the general public requires  
4 suspension of a permit, the officer shall notify the permit holder or operator that the permit is  
5 revoked. The notification of revocation shall:

6                   (1)     Set forth the specific repeated violations found or describe the emergency  
7 situation which exists requiring revocation of the permit;

8                   (2)     State that the permit is revoked;

9                   (3)     Inform the permit holder that he or she may request a hearing as set forth in  
10 paragraph E. below. The hearing shall determine whether the revocation should remain or  
11 that the permit should be reinstated. A request for a hearing shall be submitted to the animal  
12 services center within ten (10) days of receipt of the notification of revocation; and

13                   (4)     Be hand delivered to the permit holder or operator.

14           D.       *Suspension or Revocation of Permit not in an Emergency.* In situations not deemed to  
15 be an emergency described in paragraphs B. and C. above, a hearing as set forth in paragraph E.  
16 below shall be conducted prior to suspension or revocation of the permit.

17           E.       *Hearing.* A hearing required as set forth in paragraphs B., C. and D. above shall be  
18 conducted as follows:

19                   (1)     The hearing shall be conducted by a hearing officer designated by the city;

20                   (2)     Notice of the hearing shall:

21                           (a)     State the time, place and nature of the hearing;

22                           (b)     State the legal authority and jurisdiction under which the hearing is  
23 to be held;

24                           (c)     Include a short and plain statement of the matters of fact and law  
25 asserted so that all have sufficient notice of the issues involved to afford them

1 reasonable opportunity to prepare; and

2 (d) Be hand delivered to the permit holder or operator. If the party  
3 cannot be located a certified letter shall be sent to their last known address.

4 (3) All parties shall be allowed to respond and present evidence and argument on  
5 all issues involved;

6 (4) A record of the hearing shall include the following:

7 (a) All pleadings, motions, and intermediate rulings;

8 (b) Evidence received or considered;

9 (c) A statement of matters officially noticed;

10 (d) Questions and offers of proof, objections and rulings herein;

11 (e) Findings and conclusions; and

12 (f) Any decision, opinion or report by the hearing officer.

13 (5) Findings of fact shall be based exclusively on the evidence presented and on  
14 matters officially noticed;

15 (6) Notice of the final decision shall be in writing and hand delivered to the  
16 permit holder or operator or mailed certified mail return receipt requested within five (5) days  
17 of the hearing.

18 F. Decisions made by the hearing officer to revoke a permit shall be final.

19 **Section 14. Subsection 5-6.7 SFCC 1987 (being Ord. #2004-20, §21) is amended to**  
20 **read:**

21 **5-6.7 Additional Pet Shop Requirements.**

22 A. Prior to offering a dog or cat for sale and thereafter at intervals of fifteen (15) days  
23 until such dog or cat is sold, pet shops shall provide for examination of such dog or cat by a licensed  
24 veterinarian. The pet shop shall maintain a record of the veterinary services rendered for each dog or  
25 cat offered for sale.

1           B.     If within fifteen (15) days of sale, any such dog or cat becomes ill or dies of any  
2 illness which existed in such dog or cat at the time of the sale, the pet shop shall, at the option of the  
3 purchaser, replace the dog or cat or refund in full the purchase price of such dog or cat provided that  
4 in the case of illness, upon return of the dog or cat to the pet shop and the receipt of a certificate from  
5 a licensed veterinarian, stating that the dog or cat is ill from a condition which existed at the time of  
6 sale or in the case of death, the receipt of a certificate from a licensed veterinarian stating that the dog  
7 or cat died from an illness which existed at the time of sale. The presentation of such certificate shall  
8 be sufficient proof to claim reimbursement or replacement and the return of such deceased dog or cat  
9 to the pet shop shall not be required. No such refund or replacement shall be made if such illness or  
10 death resulted from maltreatment or neglect by a person other than the pet shop owner or his agent or  
11 employee.

12           C.     A sign measuring not less than three (3") inches in height and not less than five (5")  
13 inches in width shall be posted on the crate of each dog offered for sale in a pet shop. The sign shall  
14 contain information printed in black lettering on a white background listing the breed of such dog, the  
15 locality and state in which such dog was born, and any individual identification number of such dog  
16 as listed on the official certificate of veterinary inspection from the state of origin.

17           D.     A sign shall be posted stating the following "THE FOLLOWING INFORMATION  
18 IS ALWAYS AVAILABLE ON ALL OUR PUPPIES: DATE OF BIRTH, THE STATE OF BIRTH,  
19 BREED, SEX AND COLOR, THE DATE THE PET SHOP RECEIVED THE PUPPY, THE  
20 NAMES AND REGISTRATION NUMBERS OF THE PARENTS (FOR AKC REGISTERABLE  
21 PUPPIES), RECORD OF INOCULATIONS AND WORMING TREATMENTS AND ANY  
22 RECORD OF ANY VETERINARY TREATMENT OR MEDICATIONS RECEIVED TO DATE."  
23 Such sign shall include a telephone number at the animal services center through which information  
24 may be obtained regarding complaints about diseased or disabled animals offered for sale. Such sign  
25 shall be posted in a place readily visible to the consumer where dogs are offered for sale and printed

1 in black lettering not less than thirty-eight (38) point size upon a white background.

2           **Section 15.     Subsection 5-7.1 SFCC 2987 (being ordained as Code 1973, §4-22, as**  
3 **amended) is amended to read:**

4           **5-7.1 Possession, Confinement and Impoundment of Animals.**

5           A.     No person shall hold or retain possession of any animal of which he is not the owner,  
6 without the knowledge or consent of the owner, for more than twenty-four (24) hours without first  
7 reporting the possession to the administrator or his designee, giving his name and address, a true and  
8 complete statement of the circumstances, a description of the animal and the precise location where  
9 such animal is confined.

10          B.     It is unlawful for any person taking up an animal to fail to give the notice required in  
11 paragraph A. of this section, and for any person having such animal in his possession to fail or refuse  
12 to immediately surrender such animal to the administrator or his designee upon demand.

13          C.     A licensed stray animal shall be confined at the animal services center for a period of  
14 at least seven (7) days during which time the owner shall be notified. If identification or notification  
15 of the owner is not possible, the animal services center may dispose of the animal, without notice, one  
16 (1) day after the required impoundment period and may either place the animal in an adoptive home,  
17 or may destroy the animal in a humane fashion, as the administrator may deem proper.

18          D.     An unlicensed stray animal shall be confined at the animal services center for a  
19 period of at least five (5) days. One (1) day after the required impoundment period, the administrator  
20 may either place the animal in an adoptive home, or may destroy the animal, in a humane fashion, as  
21 the administrator may deem proper.

22          E.     The animal services officers have the right to impound animals that are destroying  
23 public or private property or endangering the welfare of any person or animal that is lawfully on  
24 public or private rights-of-way. Any animal in violation of this subsection is declared to be a  
25 nuisance, a menace to the public health and safety and shall be impounded.

1 F. A notice of impoundment shall be left when an animal is impounded from private  
2 property. An attempt shall be made by the animal services officers to contact the owner.

3 G. No animal that has been impounded by the animal services center shall be adopted-  
4 out for the purpose of breeding or sale. Every dog and cat adopted from the center shall be neutered  
5 by a licensed veterinarian. A fee for the operation shall be paid to the animal services center or its  
6 designee by the person purchasing the dog or cat, prior to the release of the animal.

7 H. In the event of a stray avian, bovine, equine, ovine, porcine or caprine animal  
8 services shall turn the animal over to the state livestock board.

9 I. In the event of sickness or injury of the animal upon the advice of a licensed  
10 veterinarian, the administrator may take such action as called for to prevent undue pain and suffering  
11 including immediate humane euthanasia of the animal.

12 J. It is the responsibility of an owner of an animal legally impounded to pay for  
13 boarding and other costs. The city shall establish appropriate fees and procedures for their collection.  
14 In addition, the owner shall pay any license fees due, cost of vaccinations, fines imposed or other  
15 costs incurred in the care and maintenance of the animal. The animal services center shall not release  
16 any animal impounded at the center until all such fees, fines and costs are paid.

17 K. Dogs or cats shall not be released unless properly vaccinated and licensed as set forth  
18 in subsections 5-5.1 and 5-5.6 SFCC 1987. Dogs and cats shall be spayed or neutered before the  
19 animal is released unless the animal is licensed as an unaltered animal; however, upon the third  
20 impoundment the animal shall be neutered before it is released. The owner shall be responsible for all  
21 costs incurred and shall pay in full before the animal is released.

22 L. If the administrator determines that an animal is a threat to public safety or that an  
23 animal's safety is in jeopardy, the administrator may impound the animal, at the owner's expense, for  
24 the time necessary to seek a court order to hold the animal until the case against the owner or  
25 caretaker of the animal is heard in municipal court. Any attempt to obtain such a court order shall be

1 made expeditiously. The owner or caretaker of the animal shall be responsible for any and all  
2 boarding and medical costs that accrue as a result of such impoundment.

3 **Section 16. Subsection 5-7.4 SFCC 2987 (being ordained as Code 1973, §4-25, as**  
4 **amended) is amended to read:**

5 **5-7.4 Vicious Animals; Dangerous Animals.**

6 A. *Vicious Animals.* No person shall keep or harbor a vicious animal. An animal whose  
7 bite or attack results in or causes great bodily harm to a person or an animal may be deemed vicious  
8 by a court of law. Any person attacked by a vicious animal while on public property may use  
9 reasonable force to repel the attack. An animal deemed vicious by a court of law shall be surrendered  
10 to the animal services center for humane euthanasia, at the owner's expense, or the owner shall  
11 provide acceptable proof to the animal services center that the animal has been destroyed.

12 B. *Dangerous Animals.* No person shall keep or harbor a dangerous animal in a manner  
13 that constitutes a threat to a person or other domesticated animal. An animal deemed dangerous by a  
14 court of law shall be muzzled, on a leash no longer than three (3') feet, and under the immediate  
15 physical control of the owner or person having custody whenever the animal is not on the premises of  
16 the owner or person having custody. If an animal is found to be dangerous and the owner or person  
17 having custody of the animal has been found to not be in compliance with this section, then the  
18 animal may be deemed vicious by a court of law.

19 **Section 17. Subsection 5-7.6 SFCC 2987 (being ordained as Code 1973, §4-27, as**  
20 **amended) is amended to read:**

21 **5-7.6 Animal Nuisances.**

22 A. It is unlawful for the owner of any animal to permit, either willfully or through  
23 failure to exercise due care or control, any such animal to create any nuisance upon a sidewalk, public  
24 park, alley or other place open to the public or upon any property other than that of the owner of the  
25 animal. The term nuisance shall include any defecation, destruction of property or disturbing the



1 property of another, including the rubbish or trash of a resident. When an animal defecates in such  
2 place, the owner shall remove the feces and dispose of it in a sanitary manner. Anyone walking an  
3 animal in a public area shall have in his or her possession a sanitary and disposable means of  
4 removing the animal's feces which must be placed in a refuse container for sanitary removal. The  
5 person shall be able to present such means upon request of an animal services officer. The provisions  
6 of this paragraph shall not apply to a service animal accompanying any person with a disability.

7 B. Any person keeping animals shall provide adequate and sanitary housing facilities for  
8 such animals, and no stagnant water shall be permitted to accumulate. All structures used for the  
9 housing of such animals and all yards, cages and runs provided for them shall be cleaned in a timely  
10 manner so as not to cause noxious or offensive odors and to prevent the breeding of insects. Such  
11 areas shall be cleaned often enough so as not to cause a health hazard for the animal or interfere with  
12 the animal's well-being. Failure to so keep any such animal is hereby declared to be a nuisance and  
13 unlawful.

14 C. Violations of this section shall constitute a nuisance and shall subject the owner or  
15 person having care or control of the animal to the penalties set forth in Section 5-12 SFCC 1987.

16 **Section 18. Subsection 5-7.9 SFCC 2987 (being ordained as Code 1973, §4-30, as**  
17 **amended) is amended to read:**

18 **5-7.9 Service Animals in Public Places.**

19 It is unlawful for any person owning, operating or maintaining any public place of business or  
20 conveyance into which the general public is invited for any purpose to debar or exclude therefrom  
21 any dog or miniature horse designated as a service animal that has been individually trained to work  
22 or perform tasks for an individual with a disability whom it was trained to assist in conformance with  
23 the law.

24 **Section 19. Subsection 5-7.11 SFCC 2987 (being Ord. #1984-66, §§ 1-2, as amended)**  
25 **is amended to read:**

1           **5-7.11 Confining Animals in or upon Motor Vehicles.**

2           No person shall confine any animal in or upon a motor vehicle that would place the animal in  
3 a life or health threatening situation because of exposure to a prolonged period of extreme heat or  
4 cold, without proper ventilation or other protection from the heat or cold. In order to protect the  
5 health and safety of an animal, an animal services officer or law enforcement officer who has  
6 probable cause to believe that this section is being violated shall have the authority to enter such  
7 motor vehicle by any reasonable means under the circumstances after making a reasonable effort to  
8 locate the owner of the motor vehicle.

9           **Section 20. Subsection 5-7.13 SFCC 2987 (being Ord. #1984-66, §4, as amended) is**  
10 **amended to read:**

11           **5-7.13 Removal of Animals from Motor Vehicles by Animal Services Officer or Peace**  
12 **Officer.**

13           An animal services or peace officer who finds an animal in a motor vehicle in violation of  
14 this chapter may enter the motor vehicle if necessary to remove the animal. The officer removing the  
15 animal shall take the animal to an animal services center or other place of safe keeping. If a vehicle is  
16 entered, left unsecured and cannot be re-secured, an animal services or peace officer shall stay with  
17 the vehicle until the owner arrives. In the event the person having custody cannot be contacted, the  
18 officer shall leave in a prominent place in the motor vehicle a written notice bearing his name and  
19 office and the address where the animal may be claimed by the owner. The animal will be  
20 surrendered to the owner if the owner claims the animal within five (5) days from the time the animal  
21 was impounded. The owner shall pay all charges that have accrued for the maintenance of the animal.  
22 If the owner fails to claim the animal within five (5) days after its removal from the motor vehicle, the  
23 animal services center will make reasonable effort to contact the owner and give notice that the  
24 animal is in their custody. In the event the owner cannot be contacted or expresses no interest in  
25 reclaiming the animal within five (5) days after contact or efforts to contact, the animal services

1 center may dispose of the animal in any reasonably humane manner.

2 **Section 21. Subsection 5-7.16 SFCC 2987 (being Ord. #2004-20, §29) is amended to**  
3 **read:**

4 **5-7.16 Special Events on the Plaza.**

5 The city of Santa Fe declared it to be conducive to the protection, health, and general welfare  
6 of the people to ban all animals from the Plaza during the Challenge New Mexico Arts and Crafts  
7 Show; Fourth of July Pancake Breakfast; Spanish Market; the Contemporary Hispanic Market;  
8 Santa Fe Girls' Inc. Arts and Crafts Show; Indian Market; Santa Fe Fiesta Labor Day Arts and Crafts  
9 Market; and Santa Fe Fiesta described in Section 23-5.2 SFCC 1987, except as set forth in this  
10 subsection. Service animals and animals in city-approved parades or other animal events shall be  
11 exempt from this ban. For the purposes of this restriction, the Plaza shall include the center park and  
12 those areas surrounding the center park designated for those events as described in subsection 23-5.2  
13 SFCC 1987.

14 **Section 22. Subsection 5-8.6 SFCC 2987 (being Ordained as Code 1978, §4-37, as**  
15 **amended) is amended to read:**

16 **5-8.6 Protective Care.**

17 When the administrator finds that any animal is or will be without proper care because of  
18 injury, illness, incarceration or absence of the owner or person responsible for the care of the animal,  
19 the administrator may take up the animal for protective care. In the event of sickness or injury of the  
20 animal, upon the advice of a licensed veterinarian, the administrator may take such action as called  
21 for to prevent undue pain and suffering including immediate humane euthanasia of the animal. The  
22 animal will be held free of charge for seventy-two (72) hours. If the animal is not claimed during that  
23 period, daily boarding fees shall be charged.

24 **Section 23. Subsection 5-8.7 SFCC 2987 (being Ordained as Code 1978, §4-38, as**  
25 **amended) is amended to read:**

1           **5-8.7 Injury by Motorists.**

2           A.       Every operator of a motor or other self-propelled vehicle upon the streets and ways  
3 shall immediately, upon injuring, striking, maiming or running down any animal, give aid as is  
4 reasonably able to be rendered. In the absence of the owner, he shall immediately notify the  
5 administrator, furnishing sufficient facts relative to the injury.

6           B.       Every such operator shall remain at or near the scene until the appropriate authorities  
7 arrive, and upon the arrival of the appropriate authorities, the operator shall immediately identify  
8 himself to them. Alternatively, in the absence of the owner, a person may give aid by taking the  
9 animal to a veterinary hospital or the animal services center and notifying the administrator. The  
10 animal shall be deemed an abandoned animal within the meaning of subsection 5-8.4 of this chapter.  
11 This provision does not apply to operators of emergency vehicles.

12           **Section 23.     Subsection 5-8.9 SFCC 2987 (being Ordained as Code 1978, §4-40, as**  
13 **amended) is amended to read:**

14           **5-8.9 Keeping of Diseased or Painfully Crippled Animals.**

15           It is unlawful to have, keep or harbor any animal which is infected with any dangerous or  
16 incurable or painfully crippling condition except as provided in this chapter. The administrator may  
17 impound the diseased or painfully crippled animal in accordance with the provisions of this chapter.  
18 All such animals impounded, following examination and approval by a veterinarian may be destroyed  
19 humanely as soon thereafter as is conveniently possible. In the case of humane euthanasia of an  
20 animal, the administrator shall not be required to give any of the notices provided in this chapter. This  
21 subsection shall not be construed to include veterinary hospitals or animals under active veterinary  
22 care.

23           **Section 24.     Subsection 5-8.11 SFCC 2987 (being Ordained as Code 1978, §4-42, as**  
24 **amended) is amended to read:**

25           **5-8.11 Confining or Crating of Fowl.**

1           It is unlawful for any person to confine any wild or domestic fowl or bird unless provisions  
2 are made for the proper feeding and the furnishing of water to the fowl or bird at intervals not longer  
3 than twelve (12) hours; and unless provisions are made that the crate, box or other enclosure in which  
4 the fowl or bird is confined or impounded permits the fowl or bird to stand in a naturally erect  
5 position.

6           **Section 25.     Subsection 5-9.5 SFCC 2987 (being Ord. #2004-20, §32) is amended to**  
7 **read:**

8           **5-9.5 Litter Permit Required.**

9           The owner who unintentionally breeds dogs or cats and does not have a current professional  
10 animal care permit for breeding, as required in subsection 5-6.2 SFCC 1987, shall pay a litter fee for  
11 each litter. An owner shall not advertise, sell, barter, exchange or give away any dog or cat within the  
12 municipal boundaries unless the litter fee is paid. Any advertisement for the sale, barter, exchange or  
13 give away shall include the litter fee receipt number. An owner shall furnish the litter fee receipt  
14 number to any prospective recipient requesting the number. If the owner purchases a breeder permit  
15 or provides proof of sterilization of the female animal within thirty (30) days of being cited for  
16 violation of this section, such charge shall be dropped. If the owner takes all or part of the litter to the  
17 Santa Fe animal shelter to surrender, a litter permit shall not be required provided that the animal that  
18 produced the litter is neutered.

19           **Section 26.     Subsection 5-10.1 SFCC 2987 (Ordained as Code 1973, §4-48, as**  
20 **amended) is amended to read:**

21           **5-10.1 Wild or Exotic Animals.**

22           A.     It is unlawful to be in charge of, possess or own:

23                   (1)     Any wild or exotic animal or species prohibited by federal or state law;

24                   (2)     Any wild or exotic animal or species when kept in such numbers or in such a  
25 way as to constitute likelihood of harm to the animals themselves, to human beings or to the

1 property of human beings, or which constitutes a public or private nuisance;

2 (3) Bats; or

3 (4) Skunks, except those owned by individuals on the effective date of this  
4 chapter and provided that any wild or exotic animal permit is obtained for the skunks within  
5 sixty (60) days of the effective date.

6 B. It is unlawful to receive, purchase, own or keep any wild or exotic animal without  
7 first applying to and receiving from the administrator a permit to do so. Notwithstanding, those  
8 persons in possession of a wild or exotic animal when they become residents of the city in the future  
9 or who possess the animal on the effective date of this chapter have a sixty (60) day period in which  
10 to apply for the permit before the penalty provisions of this chapter become enforceable.

11 C. No person shall apply for a wild or exotic animal permit without first obtaining any  
12 required state or federal permits.

13 D. The application for a permit shall contain the name of the applicant; his address, the  
14 address of the proposed location of the wild or exotic animal if different from the applicant's; a brief  
15 description of the applicant's plan for keeping the wild or exotic animal which shall include the  
16 species of animal, the number of individuals of each species, and a description of the housing  
17 facilities; a list of individuals qualified to care for the animal desired or that have agreed to advise or  
18 assist the applicant in the proper care and treatment of the animal and who would be willing to  
19 recommend the person applying for the permit; and the list of publications which the applicant has  
20 studied in order to qualify for a permit for the animal.

21 E. Upon receipt of the application, the administrator shall inspect the facilities where the  
22 animal is to be housed and shall make whatever other investigations he deems necessary. The  
23 administrator may deny a permit if the inspection or investigation determines that the provisions of  
24 this section are not met.

25 F. Whenever, in any given permit year, there are new wild or exotic animals in a

1 collection due to the reproduction of members of the collection or to replacement in the same number  
2 and zoological species as the members replaced, the new animals do not require an additional permit  
3 during the year, provided the administrator is notified in writing of the new exotic animals within  
4 thirty (30) days of acquisition. When a new or wild exotic animal or collection is added, a new permit  
5 must be secured and a new fee shall be due and payable at the time of issuance of the permit and shall  
6 be a prerequisite of the issuance.

7 G. The wild or exotic animal permit shall be valid for one (1) year, and shall be  
8 reviewed within sixty (60) days after expiration and an inspection is required prior to the renewal of  
9 the permit. If, during the preceding year, more than one (1) renewal permit has been issued an  
10 applicant, the former permits may be consolidated so that only one (1) renewal permit is required;  
11 provided, however, that the renewal date for the consolidated permit shall be the date of the issuance  
12 of the earliest permit. The animal services center may deny the application for renewal for cause.

13 H. Individuals authorized to acquire a wild or exotic animal shall, within fourteen (14)  
14 days of acquisition, submit to the animal services center, a health certificate from a qualified  
15 veterinarian stating that the animal is in good health and has been vaccinated in accordance with  
16 applicable time schedules.

17 I. It is unlawful to receive, purchase, own or keep any wild or exotic animal unless:

18 (1) Housing is sufficiently spacious, ventilated and temperature-controlled, clean  
19 and sanitary at all times;

20 (2) The wild or exotic animal is provided with proper food, water and attention;

21 (3) The wild or exotic animal is kept and cared for in such a way as not to  
22 endanger the safety of any person or property; and

23 (4) The wild or exotic animal permittee notifies the administrator when changing  
24 his residence or location of the wild or exotic animal, or selling or otherwise disposing of the  
25 wild or exotic animal for which the permit was issued.