



Guide to obtaining a Kennel Operation Permit

The City of Penticton Responsible Dog Owner Bylaw 2015-27 and Zoning Bylaw No. 2017-08 determine the requirements for obtaining a kennel operation permit.

The Zoning Bylaw is a document that specifies permitted land use regulations for every property. It states whether or not a kennel is permitted and any other conditions that must be met.

The Responsible Dog Owner Bylaw states that a kennel operation permit is required in order to keep more than three (3) dogs per household or premises.

There are two (2) types of kennels, a Hobby Kennel where 4 to 10 dogs may be kept as pets, and a Commercial Kennel where 4 to 10 dogs are kept, trained, cared for, bred, treated or boarded for remuneration or purposes of sale. In addition, the Responsible Dog Owner Bylaw limits the number of dogs that may be kept based on the size of the property.

Note: Kennel Operation Permit requirements do not apply to veterinary hospitals which keep dogs inside a closed building at all times and other dog services businesses which hold dogs inside a closed building and do not provide overnight care.

To find out if you meet the requirements for a Kennel Operation Permit:

1. Contact the Planning Department to find out the designation of the subject property.
 - Ask whether a kennel is a permitted use. The Zoning Bylaw may further specify the type of kennel as a Commercial Kennel or Hobby Kennel, which limits the number of dogs that may be kept on the subject property.
 - Ask about any additional conditions specific to the permitted use of a Kennel Operation Permit on the property. For example, additional conditions may include setback requirements or approval from the Agricultural Land Commission.
 - If you do not meet all the zoning conditions, contact City staff to discuss the option of applying for a Development Variance Permit.
2. Review the City's Responsible Dog Owner Bylaw for the outdoor Kennel Operation requirements and standards, and restrictions to the number of dogs permitted. A complete copy of the Responsible Dog Owner Bylaw can be viewed at www.penticton.ca.
3. The definition of a Hobby Kennel means a house or property where 4 to 10 dogs are kept or are intended to be kept. Where the zoning allows Hobby Kennels, check the Responsible Dog Owner Bylaw for additional limits to the number of dogs allowed to be kept.
4. In the Responsible Dog Owner Bylaw, Commercial Kennel means a facility or property on which between 4 and 10 dogs are kept or are intended to be kept, subject to all other applicable bylaws. Additional information for Commercial Kennels are described in the Responsible Dog Owner Bylaw, including:
 - must be located on a zone that allows Commercial Kennels
 - Commercial Kennel Operation Permit fee is set out in the Business License Bylaw.
 - Minimum standards for outdoor fences/pens are described in Schedule "A" of the Responsible Dog Owner Bylaw.
 - Outdoor Kennel standards are described in Schedule "A" of the Responsible Dog Owner Bylaw. Where a kennel fails to continue to meet the requirements of Schedule "A", the permit will be considered to be invalid and will be cancelled.

5. Dogs are to be contained within the Hobby Kennel or Commercial Kennel building between the hours of 8pm and 7am and prior to issuance or renewal of a Kennel Operation Permit, the kennel may be inspected by a Dog Control Officer.
6. All Commercial Kennels must meet the requirements of the A Code of Practice for Canadian Kennel Operations, Third edition 2018 prior to license approval.
<https://www.canadianveterinarians.net/documents/Code-of-Practice-for-Canadian-Kennel-Operations>
7. Complete the attached Kennel Operation Permit Application. Applications must be submitted to Bylaw Services Supervisor, 171 Main St. Penticton, BC V2A 5A9 or via e-mail to elizabeth.biggs@penticton.ca. Information about the Responsible Dog Owner Bylaw requirements may also be obtained by contacting the Dog Control Officer at 250-492-3801.
8. Contact the Business License Department to learn whether you require a business license. This requirement is in addition to the Kennel Operation Permit required in the Responsible Dog Owner Bylaw, where the kennel is a business operation.

Note: Under the Responsible Dog Owner Bylaw, Animal Daycare and Grooming businesses which hold dogs inside a closed building and do not provide overnight care, do not require a Kennel Operation Permit, but will require a business license.

9. If you are planning to move to a new property, repeat steps 1-7 above as Kennel Operation Permits may not be transferable.



CITY OF PENTICTON
KENNEL OPERATION PERMIT APPLICATION FORM

Name(s) of Applicant: _____

Mailing Address: _____

Phone: _____ Cell phone: _____ Email: _____

Location/Address of the Kennel: _____

Legal Description: Lot: _____ Plan: _____ **Zoning:** _____ **Lot Size:** _____

Name of the Kennel: _____

Number of Dogs to be kept: Hobby Kennel: _____ Commercial Kennel _____

The following information must be provided by the applicant in support of this application:

- A site plan showing the location of all the kennel buildings to be used for the kennel operation.
- A detailed plan showing the layout of all the pens within the kennel buildings (to scale).
- Proof of building permit (if applicable).
- A detailed plan showing the layout and details of all outside runs.
- Where the applicant is not the owner of the property, authorization of the property owner to allow a kennel operation to occur.
- Letter confirming that dogs will be kept inside the home and a fenced or penned area is designated outside (show on plan).

Signature of Applicant: _____ Date: _____

For City Use Only

Inspected by Dog Control Officer: _____ Date: _____

Dog Control Officer Comments: _____

Approved by: _____ Date: _____

Comments: _____

Application Approved by: _____ Date: _____

Application Denied by: _____ Date: _____

Reason for denial: _____