



# ANIMAL SERVICES BUSINESS PERMIT COMMERCIAL/PRIVATE ESTABLISHMENT

## PERMIT REQUIREMENTS

The City of Irvine Police Department's Animal Services Officers are charged with the duty of regulating both commercial and private animal establishments and pets. This duty requirement is enumerated by City Ordinance as follows:

**Section 4-5-501, Permit required.** (summarized)

No person shall conduct or operate within the City any commercial establishment without first obtaining a permit from the Director or Public Safety or his or her designee.

**Section 4-5-601, License required.** (summarized)

No person may maintain a private kennel, aviary or stable on any property without first obtaining a permit from the Director or Public Safety or his or her designee.

- A private kennel is any property, building or structure where four or more dogs or four or more cats are kept for the pleasure of the owner.
- A private aviary is any property, building or cage where 20 or more birds are kept for the pleasure of the owner.
- A private stable is any property, building or structure where one or more horse is kept for the pleasure of the owner.

**Section 4-5-901, Permit required, livestock.** (summarized)

It shall be unlawful to keep any equine, bovine, swine, sheep or goat within the corporate City limits without first obtaining a permit from the Director or Public Safety or his or her designee.

**Section 4-5-1001, Wild/exotic/poisonous animal permit.** (summarized)

No person shall keep or maintain any wild, exotic, non-domesticated animal or poisonous reptile within the City limits without first obtaining a permit from the Director or Public Safety or his or her designee.

All Animal Services licenses/permits require an on-site inspection by an Animal Services Officer. Inspections will include, but not be limited to, view of the animal(s), their intended housing, control measures and any special permits/licenses required by local, state or federal law. Animal Services permit fees and exemptions are established by City resolution and will vary according to the type of permit applied for. Special event applicants should allow ten working days in advance of the planned event for processing.

Applications for an Animal Services Permit can be obtained at the Irvine Police Department Front Desk or by calling the Animal Services Unit at (949) 724-7092.



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Any person wishing to obtain a permit to operate a private or commercial establishment within the City of Irvine where animals are involved must meet all the requirements set forth by the City of Irvine Animal Services Program and any other concerned state or federal agency.

All such persons shall be required to complete this application in full. Prior to approval, an inspection of the intended facilities and animals will be completed by an Animal Services Officer.

The permit, if granted, will be good for a period of \_\_\_\_\_ from the date of issuance. It may be revoked at any time for violations of any regulations pertaining to this type of business. Animal Services permit fees and exemptions are established by City resolution and will vary according to the type of permit applied for. Permits should be obtained before the start of business or the presence of any animals.

Please feel free to contact Animal Services at (949) 724-7092 for assistance. Completed applications should be submitted to:

Irvine Police Department – Animal Services  
1 Civic Center Plaza  
Irvine, CA 92623-9575

### CONTACT INFORMATION

DATE OF EVENT	TIME OF EVENT	NAME OF EVENT		
LOCATION OF EVENT				
APPLICANT'S NAME (Last, First, Middle)			PHONE	
APPLICANT'S ADDRESS		CITY	STATE	ZIP
OWNER'S NAME (Last, First, Middle)			PHONE	
OWNER'S ADDRESS		CITY	STATE	ZIP
BUSINESS NAME (Last, First, Middle)			PHONE	
BUSINESS ADDRESS		CITY	STATE	ZIP
24-HOUR EMERGENCY CONTACT (Last, First, Middle)			PHONE	



