



Administration Building
West Hearing Room
5334 S. Prince St.
Littleton, CO 80120
303-795-4630
303-738-7915 TTY
303-795-4630 Audio Agenda Line

Nancy A. Doty, Chair, District 1
Nancy Sharpe, District 2
Rod Bockenfeld, District 3
Nancy Jackson, Chair Pro-Tem, District 4
Bill Holen, District 5

Study Session May 10, 2016

The Arapahoe County Board of County Commissioners typically holds weekly Study Sessions on Monday and Tuesday. Study Sessions (except for Executive Sessions) are open to the public and items for discussion are included on this agenda. Agendas (except for Executive Sessions agendas) are available through the Commissioners' Office or through the County's web site at www.arapahoegov.com. Please note that the Board may discuss any topic relevant to County business, whether or not the topic has been specifically noticed on this agenda. In particular, the Board typically schedules time each Monday under "Committee Updates" to discuss a wide range of topics. In addition, the Board may alter the times of the meetings throughout the day, or cancel or reschedule noticed meetings. Questions about this agenda? Contact the Commissioners' Office at 303-795-4630 or by e-mail at commissioners@arapahoegov.com

Study Session Topics

10:30 A.M. *Waiver Of Animal Licensing Fees (WHR)

Discussion of a request for a waiver of dog licensing fees for a nonprofit organization

Request: Information/Direction

Caitlyn Cahill, Animal Control Supervisor

Jan Yeckes, Planning Division Manager

David M. Schmit, P.E., Director of Public Works and Development

Todd Weaver, Budget Manager, Finance

Robert Hill, Senior Assistant County Attorney

Documents: [BSR LICENSE WAIVER STUDY 05 10 2016.PDF](#)

*** To Be Recorded As Required By Law**

WHR - West Hearing Room

Arapahoe County is committed to making its public meetings accessible to persons with disabilities.

Assisted listening devices are available. Ask any staff member and we will provide one for you.

If you need special accommodations, contact the Commissioners' Office at 303-795-4630 or 303-738-7915 TTY.

Please contact our office at least 3 days in advance to make arrangements.



Board Summary Report

Date: April 28, 2016 Scheduled Study Session: May 10, 2016

To: Board of County Commissioners

Through: David M. Schmit, P.E., Director of Public Works and Development
Jan Yeckes, Planning Division Manager

From: Caitlyn Cahill, Animal Control Supervisor

Subject: Request Direction: Animal Licensing Fee Waiver

Direction/Information:

Staff is asking for direction from the Board of County Commissioners regarding an individual citizen's request to bring forward a fee waiver to the Board for dog licensing fees.

Requested direction:

1. Inform the citizen a fee waiver request may be submitted for consideration of the BOCC. A letter may be submitted to the Animal Control Supervisor for scheduling on a future Business Agenda of the Board of County Commissioners.
2. Inform the citizen the BOCC is not considering fee waiver requests for animal licensing fees at this time, but will be looking at licensing for nonprofit organizations at a future time and would welcome citizen input on that issue by letter.

Background:

In June 1988, a property received designation, through the County's Zoning Administrator, for nonconforming use as a kennel. Under Chapter 11 of the Land Development Code, "nonconforming uses" are uses that were legally established prior to zoning requirements limiting or prohibiting the use in the property's zone district. Nonconforming uses may legally continue to operate, but are very limited as to expansion of the use or area of use on the property.

Staff recently identified that the Zoning and Animal Control programs had not subsequently coordinated to ensure that Animal Control Officers followed up with the kennel owner (a tenant of the property) to ensure understanding of dog licensing requirements within unincorporated Arapahoe County and compliance with licensing. Zoning regulates kennels as a land use and the number of animals permitted on property by zone district. Animal Control regulates dog licensing and issues such as bites, running at large, and barking dogs.

In April 2016, the owner of the dog rescue and shelter located on the property was contacted by Animal Control about the dog licensing requirement per County Resolution 060261 (Animal Control Resolution). The kennel owner would like to appear in front of the Board of County Commissioners to request a fee waiver associated with dog licensing, as the rescue kennel is a 501(c)(3) non-profit organization.

Being previously unaware the licensing requirement would apply to a rescue kennel, the owner feels this new expense to license all animals on the property represents a hardship. The request has not been formally submitted at this time, and staff was not sure how to respond to this request to appear before the BOCC, as there is no formal process in place to waive licensing fees.

Future Review Due to Anticipated Requests for Non-Profit Animal Organizations:

Staff feels licensing is critical for public safety and animal welfare reasons, but also recognizes this is an additional cost that cannot be passed along by a non-profit group as an adoption-related expense; the new pet owner may have to re-license the dog in a different jurisdiction based on the address of the home where the dog will reside after adoption. Animal Control and Zoning are aware of some other situations that may lead to fee waiver requests in the future.

For these reasons, staff plans to schedule a study session at a future date to look at the issue of licensing fees for nonprofit animal organizations on a broader scale; however, this specific request is to help us respond to an immediate need based on pending licensing action and an individual citizen's request for an opportunity to bring forward a fee waiver for the BOCC's consideration.

Reviewed By:

Animal Control Supervisor

Planning Division Manager

Publics Work and Development Director