



Palm Beach County
 Board of County Commissioners
 Division of Animal Care & Control
 7100 Belvedere Road
 West Palm Beach, FL 33411
 (561) 233-1200 FAX (561) 233-1279

Application for Operational Permit

Application Instructions/Requirements:

Zoning Approval – This completed application must be taken to Palm Beach County Planning, Zoning and Building Department or the appropriate Municipal zoning department for your location for approval prior to submitting to Palm Beach County Animal Care and Control.

Animal Care and Control - Turn completed application with zoning approval in to Palm Beach County Animal Care and Control at 7100 Belvedere Rd. West Palm Beach, Fl 33411.

Back Ground Check - A background check will be completed on the business owner and manager to check for prior animal cruelty convictions.

Check Applicable Box: New Business Renewal Transfer of Address Business Name Change

Other: _____

Business Name _____

Fictitious/DBA/Trade Name _____

Business Address _____ Phone _____

City _____ Zip Code _____

PCN _____ Is the business located in unincorporated Palm Beach County _____

Owner Name _____ Phone _____

Home Address _____

FL Driver's License _____ Date of Birth _____

Manager Name _____ Phone _____

Email Address: _____ Website: _____

Name and phone number of veterinarian for establishment _____

The issuance of a permit under Palm Beach County Ordinance 98-22, as amended, does not relieve the permittee from the duty to obtain any other permit or authorization that may be required by any provision of federal, state or local law and to comply with all applicable building, zoning and health codes.

I certify, under penalty of law that the above information is true and correct, and I understand that any false statements could result in revocation of Palm Beach County Animal Care and Control Operational Permit and loss of permit fees.

Upon receipt Permit applications shall be valid for thirty (30) days in order for applicants to make corrections to meet minimum compliance specifications.

No person shall operate, solicit business, or advertise an animal establishment without first obtaining an operational permit issued by the Division.

 Signature of Applicant and Date

Type of permit(s) applied for:

- Pet Dealer** - shall mean any person who, in commerce, for compensation of profit engages in the sale of a dog(s) or cat(s) for use as a pet but who does not engage in breeding dogs or cats. This definition excludes humane societies, private not for profit animal shelters, and government animal control shelters. ***Requires zoning approval (\$1000.00 permit fee) RENEWAL ONLY – NO NEW PERMITS WILL BE ISSUED***
- Commercial Breeder** - shall mean any person who engages in the sale or breeding of more than two (2) litters of dogs or cats or twenty (20) dogs or cats, whichever is greater, per one-year period. ***Requires zoning approval (\$1000.00 permit fee)***
- Commercial Guard Dog** - shall mean any person, business, or corporation that trains, sells, rents, or leases guard dogs for the purpose of defending, patrolling, or protecting property or life at any nonresidential establishment in Palm Beach County. ***(\$1000.00 permit fee plus a \$50.00 registration fee per dog)***
- Excess Animal Habitat** - shall mean any property measuring two and one-half (2.5) acres or more on which the maximum number of thirty (30) dogs and cats has been exceeded and for which a permit has been issued by the division. ***(\$50.00 permit fee)***
- Grooming Parlor** - shall mean any place of business (stationary) which accepts private pets for bathing, clipping, dipping, pedicuring or other related services (not to include breeding, dentistry or overnight boarding). ***Requires zoning approval (\$400.00 permit fee)***
- Limited Pet Boarding/kennel** – A single Family dwelling with accessory boarding of domestic cats or dogs not owned by the occupants of the premises. Applicants shall submit simultaneously with the Class A’ conditional Use application (from Zoning) with a letter from ACC confirming the applicant’s intent to develop the proposed use in the specific location. ***Requires zoning approval (\$400.00 permit fee)***
- Kennel** - shall mean any place of business at which dogs or cats are kept for boarding, training, daycare, rental, or other use for hire. ***Requires zoning approval (\$400.00 permit fee)***
- Mobile Groomer** - shall mean any place of business (mobile) which accepts private pets for bathing, clipping, dipping, pedicuring or other related services (not to include breeding, dentistry or overnight boarding). ***(\$225.00 permit fee)***
- Personal Guard Dog** - shall mean any person, business, or corporation that owns no more than two (2) guard dogs for the purpose of defending, patrolling, or protecting property or life at any nonresidential establishment in Palm Beach County. ***(\$200.00 permit fee plus \$50.00 a registration fee per dog)***
- Puppy/Kitten Pet Shop** - shall be held to include any place or business where pet/companion animals (including small animals intended for use as reptile food) are kept for retail or wholesale purchase. Excluded are those animals regulated and controlled by the state fish and wildlife conservation commission. This definition excludes humane societies, private not for profit animal shelters, and government animal control shelters. ***Sells puppies and kittens. Requires zoning approval (\$1000.00 permit fee) RENEWAL ONLY NO NEW PERMITS WILL BE ISSUED***
- Retail Pet Shop** – shall be held to include any place or business where pet/companion animals (including small animals intended for use as reptile food) are kept for retail or wholesale purchase. Excluded are those animals regulated and controlled by the state fish and wildlife conservation commission. This definition excludes humane societies, private not for profit animal shelters, and government animal control shelters. ***Does not sell puppies or kittens. Requires zoning approval (\$400.00 permit fee)***
- Stable** - shall mean those premises where: (1) More than four (4) equine are kept which do not belong to the owner or operator of the premises; or (2) Equine are kept for boarding, pasturing, breeding, riding, training, riding lessons, resale or rearing, and for which advertising is used to promote such activities. ***Requires zoning approval (\$400.00 permit fee)***

Please give a description of the type of business you will be operating:

*******FOR OFFICAL USE ONLY*******

****BELOW APPLIES TO NEW APPLICANTS OR RENEWAL APPLICANTS THAT HAVE MOVED TO A NEW LOCATION****

Municipal or County Zoning Approval: Date: _____ PCN: _____

Name of Reviewer (Print and Sign): _____

Title of Reviewer: _____

Comments: _____

ACC Approval: Date: _____ Approved by: _____

Comments: _____
