



CEDAR HILLS

NOTICE OF PLANNING COMMISSION MEETING Wednesday, November 14, 2012 7:00 p.m.

NOTICE is hereby given that the Planning Commission of the City of Cedar Hills, Utah, will hold a regular **Planning Commission Meeting on Wednesday, November 14, 2012, beginning at 7:00 p.m.** at the City Office Building, 10246 N Canyon Road, Cedar Hills, Utah. This meeting was originally scheduled for November 15, 2012, but was moved to accommodate the Town Hall meeting being held on Thursday, November 15th beginning at 6:00 p.m. at the Community Recreation Center.

PLANNING COMMISSION MEETING

1. Call to Order
2. Public Comment: Time has been set aside for the public to express their ideas, concerns, and comments (comments limited to 3 minutes per person with a total of 30 minutes for this item)

SCHEDULED ITEMS:

3. Approval of Minutes from the October 25, 2012 Planning Commission Meeting
4. Discussion/Review/Recommendation on Amendments to Title 5, Chapter 1, Article C-5, Kennel or Cattery, regarding allowing Residents to operate a Cat/Dog Hotel/Boarding Business
5. Discussion/Recommendation on Vision and Goals for future Development and Planning (Commercial and Residential)
6. Review/Action on the 2013 Meeting Schedule
7. Committee Assignments and Reports

ADJOURNMENT

8. Adjourn

This meeting may be held electronically via telephone to permit one or more of the members to participate

Posted this 9th day of November, 2012.



Colleen A. Mulvey, City Recorder

- Supporting documentation for this agenda is posted on the City's Web Site at www.cedarhills.org.
- In accordance with the Americans with Disabilities Act, the City of Cedar Hills will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at 801-785-9668 at least 48 hours in advance of the meeting to be held.
- The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

5-1C-5: KENNEL OR CATTERY: 📄

A. Definitions:

ANIMAL ROOM: An indoor area wherein dogs or cats are housed.

CAGES: Individual, portable facilities for containing dogs/cats. A structure or enclosure that does not contain space for an animal to exercise

CATTERY: See section [5-1A-1](#) of this chapter.

EXERCISE AREA: An indoor area wherein dogs or cats are allowed to run and exercise.

EXERCISE YARD: An area enclosed by a fence of at least six feet (6') in height wherein dogs are allowed to run and exercise. Every portion of an exercise yard fence shall be separate and removed from any property boundary fence.

FENCING: Unless otherwise authorized, shall mean a good grade commercial chainlink, carried on solid posts set in concrete; suggested minimum is 11-gauge wire, two inch (2") steel posts set on no greater than ten foot (10') spans.

INDOOR CATTERY OR KENNEL: A lot, building, structure, enclosure or premises where upon or wherein four (4) or more dogs or cats over four (4) months of age are kept or maintained for any purpose, including boarding, breeding, buying, grooming, letting for hire, training for fee, or selling. An indoor area used to house cats or dogs, which contain an animal room and an exercise area, run or exterior exercise yard.

KENNEL: See section [5-1A-1](#) of this chapter.

KENNEL BUILDING: A permanent structure designed, intended or used exclusively for the housing of dogs.

KENNEL RUN (INSIDE): The separated area inside a kennel building used for the interior housing of dogs. A structure or enclosure that contains an exercise area for an animal(s).

KENNEL RUN (OUTSIDE): An area adjacent to a kennel building and enclosed by a fence at least six feet (6') in height. A structure or enclosure that contains an exercise area for an animal(s).

B. Requirements:

1. Each kennel/cattery must have a current city business license as well as valid license to operate a kennel/cattery. Such licenses are required to be displayed and readily available for inspection by any authorized person;

a. Business License:

Contact the City Planner regarding your request prior to filing an application for a Home Occupation Business License for a cattery or kennel business.

Submit a completed Home Occupation Business License Application and all of the following materials to the Cedar Hills City Planner:

A diagram showing the dimensions, layout and location of the cattery or kennel.

The maximum number of cats or dogs you are requesting approval to board.

A list of owner names, mailing addresses, and property identification numbers of all property owners within 300 feet of the subject property. Property owner information may be obtained from the Utah County Recorder's office located at 100 E Center Street Suite 1300 Provo, Utah 84606 or online at <http://maps.co.utah.ut.us:8080/ParcelMap/ParcelMap.jsp>

Self adhesive mailing labels, typed or machine printed with each property owner's name and address as identified above (no hand written labels please). Note: Duplicate listings should be omitted.

Plain white envelopes (size 10 business envelope measuring 4" x 9½") with postage for each property owner. Note: Labels should not be placed on envelopes.

An administrative fee of \$29.00 dollars to cover the cost of verifying property owner's names and addresses and mailing the planning commission public hearing notice.

After the application is received, the matter will be scheduled for a public hearing before the Cedar Hills Planning Commission. During the scheduled public hearing, the applicant, and all other members of the public who desire to ask questions, state concerns or provide oral testimony either for or against the application are invited to do so. Members of the public that want to make comments, but are unable to attend the public hearing can forward their comments to the zoning administrator prior to the hearing date. All comments are recorded and considered by the Planning Commission.

2. Kennel/cattery records must be kept available for inspection. Such record to show: name, current address, a telephone number of the owner of the dog/cat, the date the dog/cat entered the kennel/cattery, the reason for it being in the kennel/cattery, i.e., for boarding, sale,

breeding, grooming, etc., the description of the dog/cat (age, breed, sex, color, etc.). On any dog/cat over four (4) months of age, a current valid rabies certificate shall be maintained as a part of this record, as long as the dog/cat is maintained in the kennel/cattery;

3. Each cat or dog in the cattery or kennel shall have current and proper immunizations from disease according to species and age;
4. Be operated in such a manner as not to constitute a nuisance;
5. Keep all boarded animals caged or under control of the owner or operator of the kennel or cattery;
6. Care for all animals in the kennel or cattery, whether or not owned by the kennel or cattery, and comply with all the requirements of this title for the general care of animals;
7. Comply with all applicable federal, state and local laws and all regulations respecting kennels and catteries which are adopted by the city;
8. Comply with all sections of 3-1B-1: Home occupations requirements and conditions.
9. Kennels/catteries shall not be left unattended for a period in excess of twenty four (24) hours. All animals shall be supplied with sufficient good wholesome food as feeding habits of such animals require. Clean (potable) water shall be continuously available unless otherwise recommended and documented by a licensed veterinarian
10. Information Posted: An emergency name, address and phone number must be posted in a conspicuous place at the front of the property for use by authorized persons.

C. Physical Facilities: The basic intent of these regulations is to see that all animals receive proper care, that they are being treated kindly, properly fed, and that their surroundings are being kept in a sanitary condition

1. Indoor facilities:

- a. Cage: A structure or enclosure that does not contain space for an animal to exercise.

Minimum Size Requirements:

Cage length and width shall exceed the animal's length from the base of the tail to the tip of the animal's nose height by at least four inches (4"). Cage height shall exceed the animal's height from the bottom of the foot to the top of the shoulder by at least four inches (4"). Cages shall allow an animal to stand, sit, lie, and turn about freely and comfortably.

Communal cages for cats or dogs more than four months old shall be as long and wide as the total for all cages if the cats or dogs had been housed separately.

All animals kept in a communal cage or run shall be either from the same litter or belong to the same owner, unless written permission is given by the owners of each of the animals in a communal cage or run.

~~Small puppies and kittens may be caged together using their combined length according to the above formula.~~ Cages shall be so constructed and be of such material as to be maintained in a sanitary condition. All cages must be cleaned and sanitized daily, animal droppings, spoiled food, and other wastes shall be removed no less frequently than daily to prevent odors, attraction and breeding of insects and rodents, and other nuisances. All cages shall have bedding, feeding bowl, and water container that are easily sanitizable and in the case of cats, litter boxes or trays that are easily sanitizable.

Animals shall be removed from cages and be provided with an exercise area or exercise yard for their daily use for such periods as determined by the size, age and condition of the animal. Diseased animals must be maintained apart from healthy animals in suitable and separate quarters.

b. Run: A structure or enclosure that contains an exercise area for an animal(s).

Minimum Size Requirements:

Each size is a minimum requirement per animal:

Dogs over 50 pounds (22.7 kilograms) in weight shall not be kept in runs with floor space less than 32 square feet (2.93 square meters).

Dogs 15 to 50 pounds (6.8 to 22.7 kilograms) in weight shall not be kept in runs with floor space less than 24 square feet (2.23 square meters).

Dogs less than 15 pounds (6.8 kilograms) in weight shall not be kept in runs with floor space less than 12 square feet (1.11 square meters).

Cats shall not be kept in runs with less than 4 square feet (.37 square meters) of floor space and less than 2 feet (.61 meters) in height.

All runs must be cleaned and sanitized daily, animal droppings, spoiled food, and other wastes shall be removed no less frequently than daily to prevent odors, attraction and breeding of insects and rodents, and other nuisances. All runs shall have bedding, feeding bowl, and water container that are easily sanitizable and in the case of cats, litter boxes or trays that are easily sanitizable.

Diseased animals must be maintained apart from healthy animals in suitable and separate quarters.

- c. General: Walls, ceilings and floors shall be constructed of materials which are resistant to the absorption of moisture and odors or such surfaces shall be treated with a sealant or with paint, when such materials are not originally resistant to moisture or odors. ~~of material easily cleaned and kept in a sanitary condition.~~ The room shall be properly screened and insect and vermin proof. It shall be properly ventilated to prevent drafts and to assist in the removal of foul and obnoxious odors. ~~remove odors.~~ Heating and cooling shall ~~should~~ be provided as required. Animal rooms shall be sufficiently heated or cooled to protect such animals from temperatures to which they are not normally acclimated. ~~with~~ Have sufficient light (preferably natural) to allow observation of animals and sanitation.
- d. Suitable food and bedding shall be provided and stored in facilities adequate to provide protection against infestation or contamination by insects or rodents. Refrigeration shall be provided for the protection of perishable foods.
- e. Cages and kennels shall not occupy more than 50% of the business area floor space.
- e. Provision shall be made to effectively collect, treat, and dispose of animal liquid and solid wastes. Solid waste shall be stored, collected, and disposed of in such a manner as will minimize vermin infestation, odor or other health hazards. No solid or liquid waste shall be washed into adjoining properties, gutters, storm drains, irrigation ditches or canals.
- f. Inspection: All areas of indoor housing, cages, runs, exercise areas and food storage shall be subject to inspection by authorized persons. The animal control officer, the code enforcement officer, the zoning administrator, or their designees, shall have the authority to enter the premises of any person to inspect and assure compliance with the cattery / kennel license requirements and conditional use permit requirements.

2. Outdoor Facilities:

- a. Area: Shall be provided with windbreaks, roofing and shelter adequate to protect the animals from the weather. They shall be adequately drained and maintained in a sanitary manner. Adequate and sanitary means of disposing of droppings shall be provided. All animal droppings, spoiled food, and other wastes shall be removed no less frequently than daily to prevent odors, attraction and breeding of insects and rodents, and other nuisances.
- b. All outside kennel runs shall be fenced (chainlink or welded wire), such fence to be separate and apart from property boundary fence. Kennel runs must be a minimum of 20 feet from the property line. Kennel runs shall have a minimum free and clear area of ten (10) square feet per dog. Indoor shelter, except where animals are caged, shall have a minimum of six (6) square feet per animal. When the minimum area is provided, it should be supplemented with exercise yards for dogs that are maintained for extended periods. Kennels/catteries shall not be left unattended for a period in excess of twenty four (24) hours. All animals shall be supplied with sufficient good and wholesome food ~~and fresh water~~ as the feeding habits of such animals

require. Clean (potable) water shall be continuously available unless otherwise recommended and documented by a licensed veterinarian.

c. Suitable food and bedding shall be provided and stored in facilities adequate to provide protection against infestation or contamination by insects or rodents. Refrigeration shall be provided for the protection of perishable foods.

d. Provision shall be made to effectively collect, treat, and dispose of animal liquid and solid wastes. Solid waste shall be stored, collected, and disposed of in such a manner as will minimize vermin infestation, odor or other health hazards. No solid or liquid waste shall be washed into adjoining properties, gutters, storm drains, irrigation ditches or canals.

e. Exercise yard: An area enclosed by a fence of at least six feet (6') in height wherein dogs are allowed to run and exercise. Every portion of an exercise yard fence shall be separate and removed from any property boundary fence. Exercise yards shall be used for the exercising of dogs housed in indoor rooms or kennels. The following restrictions shall apply to the use of exercise yards. Exercise yards are not to be used as outdoor kennels for the housing of dogs or cats.

f. Dogs or cats may only be placed in an exercise yard while a representative of the indoor kennel is on the premises. Dogs shall be exercised individually and not during the hours of 8:00 pm until 9:00 am. Care should be taken to minimize the unreasonable noises and odors from the use of an exercise yard so as not to create a nuisance for residents of adjoining properties.

g. Indoor catteries and kennels shall not house or board any animals in outbuildings, kennel buildings or outside kennel runs.

h. Inspection: All areas of kennel runs, yards, food storage and auxiliary buildings shall be subject to inspection by authorized persons. The animal control officer, the code enforcement officer, the zoning administrator, or their designees, shall have the authority to enter the premises of any person to inspect and assure compliance with the cattery / kennel license requirements and conditional use permit requirements.

D. Zoning Applicability: This section shall not be construed or interpreted as permitting the establishment or maintenance of a kennel/cattery in violation of the city zoning regulations. The provisions of this section regulating kennels/catteries shall be applicable only in those locations within the city wherein kennels/catteries are (may be) used under the terms of the city zoning regulations. (2004 Code)

1. In addition to obtaining a business license required by this chapter, all catteries and kennels within the city shall comply with all zoning requirements.

All licensed indoor cattery or kennel businesses shall limit the maximum number of dogs or cats over the age of four months based on:

- a. The zoning classification and lot size of the property where the cattery or kennel is located.
- b. The location and size of the area where the animals are housed or kenneled.

The maximum allowable number of boarded cats or dogs in a licensed indoor cattery or kennel shall not exceed a combined total of four animals.



PUBLIC NOTICE OF REGULAR MEETINGS FOR THE PLANNING COMMISSION 2013

The City of Cedar Hills, Utah, hereby gives notice that the Planning Commission will hold its regular meetings beginning at 7:00 p.m. at the City Office Building, 10246 N Canyon Road, on Thursdays according to the following schedule:

MONTH	DATES	TIME
January	24	7:00 p.m.
February	28	7:00 p.m.
March	28	7:00 p.m.
April	25	7:00 p.m.
May	23	7:00 p.m.
June	27	7:00 p.m.
July	25	7:00 p.m.
August	22	7:00 p.m.
September	26	7:00 p.m.
October	24	7:00 p.m.
November	14	7:00 p.m.
December	No Meeting	7:00 p.m.

Posted this 10th day of December, 2012

Colleen A. Mulvey, City Recorder