



99 Advance Ave, Napanee, ON K7R 3Y5  
 613-354-3351  
[www.greaternapanee.com](http://www.greaternapanee.com)

## APPLICATION FOR KENNEL LICENCE

The undersigned hereby applies to the Town of Greater Napanee for a licence for the operation of a Kennel pursuant to By-Law No. 2024-0055 of the Town of Greater Napanee.

### The Applicant Is Submitting This Application For:

The Establishment of a new Kennel Operation (# of dogs)	
The Renewal of a Licence for an existing Kennel Operation (# of dogs)	
If application is for a renewal of an existing licence, please provide the date when kennel was originally established	
Type of Kennel:  <b>"Breeding Kennel"</b> is a Kennel where the primary purpose of the facility is for breeding of Dogs;  <b>"Commercial Kennel"</b> is a Kennel where the primary purpose of the facility is for the boarding or training of Dogs for hire or gain;  <b>"Hobby Kennel"</b> is a Kennel where Dogs are Kept for personal uses as hunting Dogs, sled Dogs or show Dogs, Kept for the purpose of training or Kept as pets and where there is no boarding and no revenue derived from the Kennel.	<input type="checkbox"/> Breeding  <input type="checkbox"/> Commercial  <input type="checkbox"/> Hobby

### The following information pertains to the Person or Corporation submitting the Application

Name(s)	
Mailing Address (Including Street, Box No.)	City/Town Greater Napanee
Postal Code	Residence Telephone
Business Telephone	

Email Address
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**The following information pertains to the lands upon which the Kennel will be operated**

Legal Description	
Civic Address	
Assessment Roll Number	
Lot Area	Lot Frontage
Existing Or Proposed Structures	
Zoning	

**Please attach the following to your application (if applicable):**

**Site Sketch (required for all new Kennel operations, and for renewals if any of the below information has changed since the previous year)**

The applicant is required to provide a sketch that forms part of this application. Dimensions must be provided in metric and the information provided must clearly illustrate the purpose of the application. Incomplete or inaccurate sketches will be returned to the applicant for completion or correction. A sketch shall be submitted with each application and include the following:

1. the boundaries and dimensions of the land subject to the application;
2. the location and dimensions of all structures or facilities that relate to this application
3. the approximate location of all natural and artificial features (buildings, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas and wells);
4. the current uses of land that is adjacent to the subject land (residential, agricultural, commercial);
5. the name of any roads abutting the subject land;
6. the location and nature of any easements;
7. a north or directional arrow;

8. such other information that could be deemed to be of relevance to this application;

**List of Dogs (required for all new Kennel operations, and for renewals if the list has changed since the previous year)**

The applicant is required to provide a list of *the names, ages, genders, breeds, dispositions and colour or markings* of all dogs kept at the Kennel when submitting their Kennel application.

**Kennel Licence Application Fees**

<b>Number of Dogs</b>	<b>Fee (Before March 1)</b>	<b>Fee (After March 1)</b>
4-10 dogs	\$125.00	\$250.00
11-25 dogs	\$200.00	\$400.00
26 or more dogs	\$400.00	\$800.00

**Notice To Applicant:**

The issuance of a licence to operate a kennel within the Town of Greater Napanee is subject to regulations contained within Zoning By-law No.02-22, as amended and the Dog Control By-law No. 2024-0055, as amended. In addition to the regulations identified herein, a kennel operation may be subject to the Site Plan Control provisions of Section 41 of the Planning Act, R.S.O. 1990. If applicable, the owner of the lands upon which the kennel operation is proposed will be required to provide a site plan of the lands as well as the kennel operation and enter into a site plan control agreement with the Town of Greater Napanee.

The fee payable to the Town of Greater Napanee must accompany this application. A licence issued by the Town of Greater Napanee pursuant to this application will expire on December 31<sup>st</sup> in the year the Kennel licence is issued.

**Declaration of Applicant**

I \_\_\_\_\_ solemnly declare that all statements contained within this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Submitted this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

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Signature of Applicant

## **Kennel Application Checklist**

Please review the following checklist and ensure all required documents are submitted at time of application submission.

- Completed and signed application form
- Required sketch (new or amended applications)
- List of dogs (new or amended applications)
- Application fee