



Commercial Kennel

- Commercial kennel is any premise where more than 3 animals of over 6 months of age are boarded, trained, or bred for compensation or are offered for sale, except for an animal hospital, veterinary clinic, or pet shop.
- This license expires on December 31 of each year.
- An annual inspection by the Police Department is required. A Community Service Officer from the Police Department will contact you to schedule an inspection after you have submitted this application.

Conditional Use Permit

A Conditional Use Permit may be required. Check with the Planning Department at 763.635.1000 prior to submitting this application.

Commercial kennels are allowed in:

(Section (30-991, b-12))

1. R1 Residential Districts
 - Permitted if on five (5) buildable acres or greater, excluding lots located in cluster subdivision.
 - Conditional Use Permit (CUP) required for less than five (5) buildable acres or lots located in cluster subdivision.
2. A1 (Accessory Use) No Conditional Use Permit required.

No commercial kennel license may be issued in any of the other residential districts.

FEES

- \$75 Commercial Kennel fee
- Additional fees will apply if a Conditional Use Permit is required.



Commercial Kennel Application

Name of Applicant: _____
(full name of individual, partnership, corporation, or association)

Address of Applicant: _____
Street City State Zip

Name under which applicant will be doing business, business address, and telephone number:

DBA or Trade Name: _____
Business Address _____
Street City State Zip

Business Phone: _____ Alternate Phone: _____

Email: _____

Is a Conditional Use Permit required? (*Check with Planning Department*) Yes No
If yes, please attach a copy of the Conditional Use Permit terms and conditions.

Maximum number of animals that will be kept at the kennel: _____

Type of applicant (check one):

- Individual Partnership Corporation Association Other

Corporation, Partnership, Other Organization:

A. Is the corporation, partnership, or other organization organized under Minnesota law? Yes No

If no, state in which organized _____

B. Attach copy of Certificate of Organization to transact business in Minnesota (*received from Secretary of States office*).

MN Statute 270C.72 requires us to collect tax identification or social security number for each applicant who is issued a license.

MN Tax ID # _____ Federal Tax ID # _____
If you do not have a MN or Federal Tax ID, provide SSN _____

Has the applicant or any other officer, director, partner, agent, or employee of the applicant ever been convicted of a crime, misdemeanor, or violation of municipal ordinances relating to the care or treatment of animals? Yes No

Describe the provisions made for each of the following activities:

How animals are contained	
Type of shelter and bedding	
Heating, lighting, and ventilation	
Temperature control	
Storage/refrigeration of food supplies	
Waste disposal	
Noise	
Veterinary care	
Supervision of animals	

I am familiar with state laws and local ordinances regarding the care and treatment of animals and operation of kennels and have reviewed the Code of Ordinances for the City of Elk River, Chapter 10, and represent the above described kennel activities will be operated consistent with state law and local ordinances as described above. I declare that the information I have provided on this application is truthful and I understand that falsification of answers on this application may result in denial of this application. I authorize the City of Elk River to investigate and make whatever inquiries are necessary to verify the information provided.

Signature of Applicant

Date

For Office Use

Application Fee Paid: _____

Kennel Inspection Completed: _____

Is a Conditional Use Permit required: Yes No

Planning Manager signature if CUP not required: _____

Comments: _____

Certificate of Compliance Minnesota Workers' Compensation Law

PRINT IN INK OR TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

BUSINESS NAME (Individual name only if no company name used)		LICENSE OR PERMIT NO (if applicable)	
DBA (doing business as name) (if applicable)			
BUSINESS ADDRESS (PO Box must include street address)	CITY	STATE	ZIPCODE

YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2, or 3 below.

NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:

INSURANCE COMPANY NAME (not the insurance agent)

WORKERS' COMPENSATION INSURANCE POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE
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NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:

I have attached a copy of the permit to self-insure.

NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:

I am not required to have workers' compensation insurance coverage because:

- I have no employees
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: _____
- Other: _____

ALL APPLICANTS COMPLETE THIS PORTION:

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

APPLICANT SIGNATURE (mandatory)	TITLE	DATE
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NOTE: if your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.
This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice or TDD (651) 297-4198.

Number 1, 2, or 3 MUST be completed





Tennessee Warning Application for Business License

In connection with your request for a license the City of Elk River has asked that you provide information about yourself which is classified as either *private* or *confidential* by the Minnesota Government Data Practices Act (M.S.A. 13.04). Accordingly, the city is required to inform you of the following:

1. The private or confidential information requested includes, but may not necessarily be limited to, the following: *Your social security number or Minnesota business identification number.*
2. The purpose and intended use of the information requested is: *To comply with Minnesota Statutes, Section 270.72.*
3. You are required to supply the requested information.
4. The known consequences of supplying the requested information is as follows: *Loss or denial of the requested license if you owe the State of Minnesota delinquent taxes, penalties or interest.*
5. The known consequences of refusing to supply the requested information is: *Your request for a license cannot be processed.*
6. The following persons and entities are authorized by law to receive the information if provided: *State of Minnesota - Department of Revenue and other government agencies as provided by law.*

By signing below, I acknowledge that I have read and understand the contents of this notice.

Signature of Applicant

Date

Printed Name of Applicant

Notice to all license applicants - proposed ordinances

The City of Elk River distributes general city information and notices electronically through an electronic notification system. As an applicant for a new business license or for a renewal of an existing business license, you can sign up to receive notices through the city's electronic notification system at the city's website at www.ElkRiverMN.gov. This would include getting notifications of any proposed ordinances at least ten days before the city council conducts a final vote on the proposed ordinance.