



Auditor's Office
 2401 S. 35th St., Rm 200
 Tacoma, WA 98409

Election Center
 2501 S. 35th St., Ste. C
 Tacoma, WA 98409



Auditor's Office
 253-798-7427

Elections
 253-798-VOTE (8683)



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Auditor Animal Business Application Instructions

Step 1

Before applying for your license you MUST obtain a development permit/approval through **Pierce County Planning and Public Works (PPW)**. For information on this process and the fees please contact the PPW Development Center. See attached packet.

(253) 798-3739 | Monday - Friday | 9 a.m. - 2 p.m. | PCC 2.05.040-15

Step 2

Bring the following items to our office to apply for your business license:

- Completed application for animal Business License.
- Completed Kennel Compliance Certification.
- Approval from PPW with completed Business License Questionnaire.
- Valid Washington State Business License and Municipal License (if applicable).
- Hobby Kennel or Cattery, proof of activity or club membership.
- Veterinary proof that pets are altered (required for Private Kennel/Cattery and Altered Foster Shelter/Kennel/Cattery).
- For Foster Kennel, proof of involvement with a foster care group/organization.
- License fee.

Requirements

1. Any person keeping more than ten dogs and/or cats must provide Kennel facilities.
2. Kennel facilities are Kennels, animal runs, enclosures, and/or any other building used for the keeping or housing of such dogs/cats. Kennel facilities shall comply with all zoning and code requirements, such as setbacks.
3. Animals kept more than sixty days will be considered owned by the person housing the animal and must be licensed under PCC 6.04.020, Foster Shelter, Kennel, or Cattery.
4. Persons providing temporary shelter must comply with PCC 5.24.030 F.