

ST. MARY'S COUNTY GOVERNMENT
DEPARTMENT OF PUBLIC SAFETY

David D. Zylak, Director
301-475-4200, Ext. 2111 / FAX 301-475-4512



Francis Jack Russell, President
Kenneth R. Dement, Commissioner
Lawrence D. Jarboe, Commissioner
Thomas A. Mattingly, Sr., Commissioner
Daniel H. Raley, Commissioner

EMERGENCY COMMUNICATIONS
Tommy Mattingly Jr, Communications Manager
301-475-4200, Ext. 2121
FAX 301-475-4370

EMERGENCY MANAGEMENT
Michelle L. Lilly, Manager
Main Line: 301-475-4200, Ext. 2124
FAX 301-475-4924

ANIMAL CONTROL
Antonio J. Malaspina, Sr., Supervisor
Main Line: 301-475-8018
FAX: 301-475-4924

ST. MARY'S COUNTY ANIMAL CONTROL
COMMERCIAL ANIMAL ESTABLISHMENT LICENSE
FREQUENTLY ASKED QUESTIONS

Do I need a commercial animal establishment license?

A Commercial Animal Establishment is defined in the St. Mary's County Animal Control Regulations as:

Any person, partnership or corporation or other legal entity that has as its purpose the sale, transfer, or conveyance of any animal/animal services for consideration including, but not limited to, monetary, trade or barter. It shall include but not be limited to any pet shop, grooming shop, auction, zoological park, circus, performing animal exhibition, open air market, boarding or breeding kennel/cattery or any establishment with the purpose of training, leasing, or selling dogs. It shall not include licensed animal hospitals, animal shelters or humane society facilities.

If the definition applies to your business/facility you will need a license to operate in St. Mary's County.

How do I obtain a commercial animal establishment license?

You can request a Commercial Animal Establishment License Packet from Animal Control by calling 301-475-8018. It is also posted on our website at:

http://www.stmarysmd.com/Formsanddocuments.asp#Public_Safety

Look under the Public Safety heading on the right for Commercial Animal Establishment License Packet.

Upon completing the form in the packet you must submit it to Animal Control by:

Bringing the form to:

St. Mary's County Dept. of Public Safety, 23090 Leonard Hall Dr., Leonardtown, MD 20650;

Mailing the form to:

St. Mary's County Dept of Public Safety, Animal Control, PO Box 653, Leonardtown, MD 20650;

Or;

Faxing to: 301-475-4924, with Attn to Animal Control.

Animal Control will then contact you about your inspection. If you are a new business you will need to be inspected before your business is opened. If you are an existing business we will inspect your premises when your application is filed.

How much is a commercial animal establishment license?

The license fee shall be \$50.00 with a \$200.00 penalty for noncompliance (i.e. not obtaining a license and operating in St. Mary's County).

How often do I need to renew my license?

Yearly, the license period runs for one year from the date of issuance. Renewal applications for licenses shall be made 30 days prior to expiration the current license.

What will the inspection include?

The inspection consists of (as applicable to your facility) but is not limited to the following:

- Temperature is adequate for the animal type;
- Cleanliness of the area the animals will be kept;
- Bedding is sufficient;
- Water is clean and there is a sufficient amount;
- Runs, stalls, cages, floors, pastures, and litter boxes are clean and sufficient for animals;
- Food storage area is clean;
- Food preparation area is clean;
- There is adequate ventilation;
- Lighting is adequate;
- Records are being kept to the standard as listed in the St. Mary's County Animal Control Regulations;
- Pest Control is adequate;
- Veterinarian contact information is on file;
- What type of chemicals are used for sanitation; and
- There is a quarantine area for sick animals.

How often will I be inspected?

You will be inspected twice a year to ensure all regulation standards are being maintained.

THE FOLLOWING SECTION FROM ST. MARY'S COUNTY ANIMAL CONTROL REGULATIONS APPLY TO ALL COMMERCIAL ANIMAL ESTABLISHMENTS WITHIN ST. MARY'S COUNTY

§212.1 DEFINITIONS

Commercial Animal Establishment: Any person, partnership or corporation or other legal entity that has as its purpose the sale, transfer, or conveyance of any animal/animal services for consideration including, but not limited to, monetary, trade or barter. It shall include but not be limited to any pet shop, grooming shop, auction, zoological park, circus, performing animal exhibition, open air market, boarding or breeding kennel/cattery or any establishment with the

purpose of training, leasing, or selling dogs. It shall not include licensed animal hospitals, animal shelters or humane society facilities.

§212.7

LICENSING/FEES

A. Commercial Animal Establishment Licensing. No person, partnership, or corporation shall operate a commercial animal establishment without first obtaining a commercial animal establishment license in compliance with this Section. License applications shall be accompanied by written verification from St. Mary's County Government that the applicant complies with the St. Mary's County Zoning Ordinance as amended from time to time. Applicant must apply through Animal Control for inspection prior to opening of business.

- (1) No fee shall be required of any government operated zoological park.
- (2) All animals offered for sale by a commercial animal establishment must be examined by a Maryland licensed veterinarian within the last three (3) months prior to sale.
 - (a) Any animal under veterinarian treatment may not be offered for sale without written release from the veterinarian.
 - (b) Any owner or employee of a commercial animal establishment who knows of or should have known of any animal defect or illness shall make a purchaser aware of this information in writing prior to sale.
- (3) Records must be maintained for a period of one (1) year for any animal presented for sale. Records shall contain the following but are not limited to:
 - (a) Animal Description - breed, sex, color, and age.
 - (b) The origin of purchase will include the supplier and the date of receipt.
 - (c) Medical records and any required treatment program.
- (4) Every facility regulated by these Regulations shall be considered a separate enterprise requiring an individual license.
 - (5) The license period shall run for one year from the date of issuance. Renewal applications for licenses shall be made 30 days prior to expiration of said license. The license fee shall be \$50.00 with a \$200.00 penalty for noncompliance.
 - (6) Every Commercial Animal Establishment must undergo a bi-annual inspection by Animal Control.

FOR A COMPLETE COPY OF ST. MARY'S COUNTY ANIMAL CONTROL REGULATIONS PLEASE SEE THE ST. MARY'S COUNTY WEBPAGE AT www.stmarysmd.com OR CALL ANIMAL CONTROL AT 301-475-8018.