



ADMINISTRATIVE ADJUSTMENT FOR ANIMALS

PLANNING DIVISION
COMMUNITY DEVELOPMENT DEPARTMENT
5111 BENITO STREET, P.O. BOX 2308, MONTCLAIR, CA 91763
(909) 625-9477
www.cityofmontclair.org

Case No. _____

Applicant(s) _____

Phone () _____

Address _____

City/Zip _____

Subject Property Address (if different) _____

Pursuant to Chapter 11.76 of the Montclair Municipal Code, I (we) hereby request an administrative adjustment for the following (check one):

- Not more than five (5) weaned dogs
- Not more than five (5) weaned, domesticated cats
- Not more than five (5), or any combination of not more than five (5) guinea pigs, hamsters, rabbits, or chickens
- Not more than five (5) canaries, parrots, and/or other kindred birds usually or ordinarily kept as household pets

DESCRIPTION OF ANIMALS

	Name	Species	Size (inches)	Weight
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

PROCEDURE

To be eligible for an administrative adjustment, the applicant must submit the following:

- ❖ A recommendation by the Inland Valley Humane Society that the keeping of such animals will not be detrimental to the health, safety, and welfare of the property owners and/or residents in the vicinity of the subject property.
- ❖ Signatures from all abutting property owners consenting to the administrative adjustment.

I, _____, enforcing officer, Inland Valley Humane Society, do hereby certify that the keeping of said animals indicated on this application ___will ___will not be detrimental to the health, safety, and welfare of the property owners/residents in the immediate vicinity of the subject property.

Signature of Enforcing Officer
Inland Valley Humane Society

Signatures of Abutting Property Owners of Record

I hereby understand the aforementioned information on this application and do not object to this administrative adjustment.

	Name	Address	Signature
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Findings

No administrative adjustment will be granted unless the Director of Community Development makes the following four (4) findings:

1. Because of special circumstances applicable to the subject property, the strict application of the zoning provisions is found to deprive the subject property of privileges enjoyed by properties in the vicinity under an identical zoning classification.
2. That such an administrative adjustment is necessary for the preservation and enjoyment of a substantial property right enjoyed by other property owners in the vicinity and under an identical zoning classification.
3. That the granting of the administrative adjustment will not be materially detrimental to the public welfare.
4. That the granting of the administrative adjustment is not contrary to the adopted General Plan.

Conditions of Approval

If an administrative adjustment is granted, Section 11.76.060.B of the Montclair Municipal Code allows the Director of Community Development to impose appropriate conditions of approval to mitigate any potential impacts that may arise from the granting of the administrative adjustment including, but not limited to, the following:

1. The permit shall apply to the animals named on this application and presently owned by the applicant(s), and shall not be transferable to any other animal(s).
2. The permit shall be subject to automatic revocation should the animals become a valid and verified nuisance due to noise, odor, etc., of if the animals become a danger to the neighborhood.
3. The residence shall be subject to periodic inspections by City staff to determine if the animals have become a nuisance.

I have read and understand this entire application and fully agree to abide by the conditions of approval as may be imposed by the Director of Community Development.

Applicant's Signature

Date

PERMIT FEE: \$150.00	
<input type="checkbox"/> APPROVED	
<input type="checkbox"/> DENIED	by: _____ Date: _____
<u>CONDITIONS OF APPROVAL</u>	

CASHIER VALIDATION