

**RULES AND REGULATIONS GOVERNING THE IMPLEMENTATION OF THE  
LICENSING AND OPERATION OF ANIMAL SHELTERS, KENNELS, PET  
GROOMING SHOPS, PET HOSPITALS AND PET SHOPS**

**Statement of Basis and Purpose**

These rules and regulations are adopted pursuant to Article V of Chapter 8 of the Denver Revised Municipal Code, Section 8-102.

**The purpose of these rules and regulation is to define:**

1) the administration of applications for the approval of the department of environmental health for a license for an animal shelter, dog kennel, pet grooming shop, pet shop or pet hospital, and 2) operational standards for an animal shelter, dog kennel, pet grooming shop, pet shop or pet hospital, including minimum standards for physical facilities, sanitation, ventilation, heating, cooling, humidity, special and enclosure requirements; nutrition, humane care, medical treatment; methods of operation; maintenance of records concerning health care, and the euthanasia of pet animals.

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## 1.0 DEFINITIONS AND ABBREVIATIONS

- A. **Animal Shelter** shall mean a centralized private facility which, minimally, houses stray, abandoned or owner-surrendered animals except for fish for impoundment purposes for future disposition including redemption, adoption, sale or disposal. Foster home sites and mobile adoption sites may be utilized in the operation of the animal shelter.
- B. **Business** shall mean any profit or nonprofit individual, partnership, company or corporation doing business within the corporate limits of the city.
- C. **Department** shall mean the Denver Department of Environmental Health.
- D. **Facility** shall mean those portions of all buildings, yards, pens, and other areas at a single location in which any animals are kept, handled, or transported for the purpose of adoption, breeding boarding, grooming, handling, selling, sheltering, trading or otherwise transferring animals.
- E. **Foster home** shall mean a site at which, through a written agreement with a licensed animal shelter, provides care and/or rehabilitation for sick, injured, orphaned, juvenile or other pet animals which are otherwise the responsibility of the shelter.
- F. **Isolation** shall mean the separation, for the period of communicability, of infected animals from others in such place and under such conditions as to prevent the direct or indirect conveyance of the infectious agent from those infected to those which are susceptible or which may spread the agent to others.
- G. **Isolation area** shall mean a place separate where conditions can be established to adequately control or contain modes of transmission of disease such as (but not limited to) contamination with feces and bodily secretions, mites, and arthropod vector.
- H. **Isolation room** shall mean the same as isolation area above but a contained environment separated with full walls and doors, having a separate air environment exhausting outside with no admixture in the general circulation.

- I. **Kennel** shall mean any business which is involved with the boarding of pet animals.
- J. **Manager** shall mean the manager of the department of environmental health or their authorized representative.
- K. **Mobile adoption** shall mean a site other than the central shelter facility at which pet animals may be offered for adoption to the general public.
- L. **Person** shall mean an individual, corporation, government or governmental subdivision or agency, business trust, estate, trust, partnership or association, or any other legal entity.
- M. **Pet animal** shall include, but not be limited to, fish, small animals, birds, reptiles, cats and dogs.
- N. **Pet grooming shop** shall mean any business which is involved in grooming of pet animals for profit.
- O. **Pet hospital** shall mean any business operation as a veterinary hospital or clinic which is involved in the diagnosis, treatment or care of any pet animal.
- P. **Pet shop** shall mean any retail or wholesale business which is involved in the selling or trading of pet animals.
- Q. **Water-resistant** shall mean that which repels water. The following materials and substances shall be considered water resistant: painted or sealed wood surfaces; sealed concrete; sealed cement blocks; stainless steel; vinyl flooring; glass; treated or sealed paneling; fiberglass; tile; tile blocks; and other materials approved by the manager on a case by case basis after demonstrating that the material is water resistant.

## 2.0 Copies of Rules & Regulations

A copy of these rules and regulations will be available to all applicants, upon request, and at the expense of the applicant.

### 3.0 Licensure Approval Requirement

- A. Each applicant for approval for an Animal shelter, kennel, pet grooming shop, pet hospital or pet shop license or renewal shall submit an application providing all required information in the form and manner required by the Manager.
- B. Each applicant shall have their facility inspected by the Department of Environmental Health, for the determination of whether said applicant is in full compliance with these rules and regulations, prior to any decision of approval being made.
- C. Each business operated, no matter the classification of licensure held, shall comply with all rules and regulations pertaining to each classification which would correspond to the business. For example, a Dog Kennel holds a Dog Kennel license, but from the same location performs pet grooming services. Such facility must comply with both the Dog Kennel rules and regulations and the Pet Grooming Shop rules and regulations; the kennel business regulated by the former and the grooming business regulated by the latter.

### 4.0 Non-approval of Licensure

- A. A license will not be approved any applicant who:
  - 1. Is not in total compliance with and these rules and regulations, including payment of fees.
    - a. An initial applicant of licensure will be allowed a maximum of three (3) inspections within a time period to be determined by the Manager. Failure of these three inspections will result in non-approval of licensure, requiring the applicant to reapply.
    - b. An initial applicant shall not conduct any activity for which a license is required until such license is issued.
    - c. Persons not approved for a license under this Section may reapply after twelve (12) months from the date of the last failed inspection.
  - 2. Has had a license revoked within the prior two years or is currently under suspension.

B. In addition to those grounds set forth in Section 4.00.A. the Manager may issue letters of admonition, refuse to approve any license or renewal, or request the Director of Excise & License institute suspension or revocation procedures for the following grounds:

1. Submitting falsified information or making a material and deliberate misstatement on the application for any original license or for any renewal license, including, but not limited to, failing to identify all facilities, failing to provide full violation history, or providing a false name or address.
2. Making false or fraudulent statement or providing false or providing false or fraudulent records to the MANAGER.
3. Having been fined, sentenced to jail, convicted, or having entered a plea of guilty or plea of no contest under any local, state or federal law pertaining to the importation or capture of animals, or cruelty, neglect or abuse of animals.
4. Failure to comply with any provisions of these rules and regulations.
5. Refusal to allow the inspector designated by the free and unimpeded access upon consent or upon obtaining an administrative search warrant from the Manager to inspect those portions of all buildings, yards, pens, and other areas in which any animals are kept, handled, or transported for the purpose of carrying out any provisions of these rules and regulations and to all records required to be kept and may make copies of such records for the purpose of carrying out any provisions of these rules and regulations.
6. Failure on three (3) consecutive re-inspections for an original violation.

## 5.0 Notification of Licensure Information Change

A licensee shall promptly notify the Manager by mail of any change in the name, address, substantial control or ownership in the operation of the licensed business, or of additional sites, within fifteen (15) days of the change.

## 6.0 Inspections

- A. All facilities licensed under these rules and regulations may be inspected upon application, routinely thereafter, and upon a complaint to the Manager of the Department about a particular facility. The validity of the complaint will be determined by the Manager.
- B. All licensees or applicants for licensure of license renewal must make their respective facilities, animals, and record available for inspection during business hours to the Manager. The licensee or applicant shall also provide the inspector with sufficient space to examine records and write the inspector's report. If the licensee's or applicant's facilities, animals, procedures, or records do not meet the requirements of these rules and regulations, the licensee or applicant will be advised in writing of existing deficiencies and the corrective measure that must be completed in a timely manner as determined by the manager to be in compliance with these rules and regulations. If required by the Manager, the licensee or applicant shall submit a written plan to complete the required corrective measures within the stated time period.
- C. Should the licensee require the inspector to wear special clothing, or to perform special sanitization measures beyond those specified in the rules and regulations that follow, the licensee shall provide all such special clothing or special sanitization measures at the licensee's own expense.
- D. Each licensee shall keep and maintain records in the form and manner designated by the Manager. Such records shall be retained for a period of two years and shall be kept at the address specified in the license application.
- E. An applicant for a license or a not interfere with, threaten, abuse (including verbal abuse), or harass any

inspector, or state or federal official while such inspectors or officials are carrying out their duties.

- F. Failure of any licensee to obey the written order of the Manager, pursuant to this section, shall be unlawful as prohibited under D.R.M.C. § 8-102 (b), and may subject the licensee to penalties provided in the general penalty provisions of D.R.M.C § 1-13.

## 7.0 Pet Shop Regulations

### A. FACILITY STANDARDS

#### 1. Physical Facility Standards:

##### a. Structural Standards. Each pet shop shall:

(1) Be constructed of building materials that will ensure the establishment of a sound physical structure.

(2) Be maintained in good repair.

(3) Protect animals kept there from injury, restrict entry of other animals from outside and ensure containment of animals within the pet animal dealership.

##### b. Interior Building Surfaces. Interior building surfaces, including walls, ceilings, and floors shall be constructed so as to be water resistant and capable of being readily cleaned and maintained. Any request for exception to this provision shall be made by petition to the Manager.

##### c. Electric Power. Electric power shall be provided. Any request for exception to this provision by shall be made by petition to the Manager.

##### d. Water. Potable water for drinking purposes shall be provided, with a back flow prevention device installed on any threaded faucets where hoses may be attached for cleaning the facility or on the main water line serving the facility. Any request for exception to this provision by shall be made by petition to the Manager.

##### e. Washrooms and Sinks. Readily accessible washrooms or sinks shall be provided, convenient to all work areas, to ensure maintenance of personal hygiene by animal caretakers. A sink in good repair shall be provided for washing and sanitizing equipment and utensils. Single service soap and towel dispensers must be available at all hand washing sinks. Any request for exception to this provision by shall be made by petition to the Manager.

##### f. Heating and cooling. Housing for pet animals shall be sufficiently heated or cooled when necessary to

protect animals from cold or heat to provide for their health. The ambient temperature shall be consistent with the requirements of the specific pet animals. Heating shall be deemed necessary when the inside ambient temperature of the facility falls below 50 degrees Fahrenheit for a period of 4 consecutive hours and cooling shall be deemed necessary when the temperature of the facility rises above 85 degrees Fahrenheit.

- g. Ventilation. All facilities housing pet animals shall be adequately ventilated with fresh or filtered air to minimize drafts, odors and moisture condensation and to provide for the health and comfort of the animals at all times. Ventilation shall be provided by either natural or mechanical means. The necessary equipment or comparable means shall be provided to exhaust the air from the animal area to outside of the building.
- h. Lighting. Uniformly distributed natural and/or artificial lighting shall be provided to permit routine inspection and facilitate routine cleaning and the proper care and maintenance of the pet animals. Lighting shall be so arranged as to protect each animal from excessive illumination.
- i. Sewage Disposal. Sewage and waste shall be disposed of by connection of drains to a sanitary sewer or a state, county or locally approved sewage disposal system. Drainage systems shall be provided with back flow prevention devices on submersible inlets and hair traps, if required by law, on all plumbing lines in animal areas where hoses may be attached for cleaning of the facility.
- j. In-house Grooming Facilities. When a grooming service is offered by the pet shop, the grooming work area shall be physically separated from primary animal enclosures, animal food storage areas, and isolation areas for housing sick animals. Any request for exception to this provision by shall be made by petition to the Manager.
- k. Isolation Area. All pet shops must have an isolation area where animals that are infected with a contagious disease or are suspected of being infected will be segregated from the rest of the animal pet population. Unless a specific exemption is obtained from the Manager, in any pet shop erected or

extensively remodeled, specifically any remodeling that requires a building permit and affects a minimum of 25% of the square footage of the existing facility after January 1, 1998; the isolation area shall be a separate room with separate ventilation.

B. PET ANIMAL PRIMARY ENCLOSURE STANDARDS

1. Definition:

Primary enclosures are those animal enclosures in which the animal normally rests or sleeps (also referred to as temporary housing).

2. Structural requirements:

a. General. Primary enclosures shall be structurally sound and maintained in good repair to protect the animals from injury, to contain them, and to keep predators out. Primary enclosures shall be constructed such that they can be routinely maintained to allow animals to stay dry and clean (as appropriate for the species) and to provide convenient access to clean food and water.

b. Cage/Kennel Floors. The floor of the primary enclosure shall be constructed to prevent injury to the animals' feet and legs. Enclosures for pet animals may have wire flooring provided that the wire is of adequate gauge to prevent sagging under the animals' weight and the mesh is small enough to prevent their feet from passing through.

c. Cleaning Requirements. All the surfaces of the primary enclosure must be constructed of a material that is water resistant and can be cleaned and sanitized.

d. Space Requirements. All primary enclosures shall allow each pet animal to turn around, exercise normal postural movements, and to experience necessary socialization with cage mates. The following minimum space requirements shall be met:

**(1) CATS:**

<u>Size</u>	<u>Weight (lbs)</u>
Small	< 2 (lbs)
Medium	2-5 (lbs)
Large	6-10 (lbs)

<u>Area (sq. ft.)</u>	<b>Number of Animals</b>			
	<u>Small</u>	<u>Medium</u>	<u>Large</u>	
2		3	2	1
3		6	3	2
4		10	4	3

- (a) If the floor of the primary enclosure is constructed of wire, a solid resting surface or surfaces that, in the aggregate, are large enough to hold all the occupants at the same time must be provided.
- (b) A solid resting surface of surfaces must be provided in any primary enclosure for cats. The resting surface must be elevated high enough that a cat can fit underneath. For primary enclosures with a solid floor, a hooded litter box is satisfactory as a resting surface.
- (c) If a litter box is utilized which is not hooded, the space taken by the litter box shall not be included in the calculation of total area. (For example, a requirement of 2 sq. ft. would be 2 sq. ft. plus the space taken by the litter box.)
- (d) The height of the primary enclosure shall be such that the cat can stand up and exercise normal postural movements.
- (e) Minimum space requirements for cats weighing over 10 pounds will be determined by the Manager on an individual basis.

**(2) DOGS**

<u>Size</u>	<u>Weight (lbs)</u>
Small	1 - 10
Medium	11 - 20
Large	21 - 30

<u>Area (sq. ft.)</u>	<b>Number of Animals</b>		
	<u>Small</u>	<u>Medium</u>	<u>Large</u>
4	2	1	none
5	2	2	1

- (a) The height of the primary enclosure shall be such that the dog can stand up and exercise normal postural movements.
- (b) Each primary enclosure with steel grate flooring shall contain a solid resting surface, one sq. ft. minimum for small and medium dogs and two sq. ft. minimum for large dogs, that is water resistant and can be cleaned and sanitized.
- (c) Minimum space requirements for dogs weighting over 30 pounds will be determined by the Manager on an individual basis.
- (d) Doubling of the minimum space requirements permits doubling of the number of small, medium and large dogs, respectively, that can be housed therein.
- (e) The licensee shall have a plan on file providing for the exercise of puppies that are over 16 weeks of age or over 12 inches in height at the shoulders.

**(3) RABBITS**

Size      Weight (lbs)

Small             $\leq 2$   
Medium        2 - 4  
Large         5 - 12

<u>Area (sq. ft.)</u>	<b>Number of Animals</b>		
	<u>Small</u>	<u>Medium</u>	<u>Large</u>
2.5	4	2	0
4	8	4	1
6	12	6	2

- (a) The minimum height of the primary enclosure shall be 14 inches.
- (b) The floor of the rabbit's primary enclosure shall be ½ inch x 1 inch galvanized, welded steel grid. If a rabbit develops pododermatitis (foot problems) a partial solid floor resting surface shall be provided.
- (c) Not later than April 1, 1997, no aquariums shall be used in existing facilities; effective immediately in newly constructed or remodeled facilities no aquariums shall be used. In the event of new technology which affords ventilation of the aquarium, the licensee may petition the Manager for an exemption to this provision.
- (d) Cedar shavings shall not be used as a litter material.

**(4) GUINEA PIGS**

<u>Size</u>	<u>Weight (gms)</u>
Small	<350
Medium	351 - 700
Large	>701

<u>Area (sq. in)*</u>	<b>Number of Animals</b>		
	<u>Small</u>	<u>Medium</u>	<u>Large</u>
288*	4	3	2
360*	6	4	3
432*	7	5	4
624*	10	7	6

- (a) The minimum height of the primary enclosure shall be 12 inches for retail dealerships and 7 inches for wholesale dealerships.
- (b) Guinea pigs shall only be housed in primary enclosures with a solid floor. Cedar shavings will not be used as a litter material.

**(5) HAMSTERS AND GERBILS**

<u>Size</u>	<u>Weight (gms)</u>
Small	<60
Medium	61 - 100
Large	>100

- (a) The minimum height of the primary enclosure shall be 5½ inches for dwarf species. For all other animals, the minimum height of the primary enclosure shall be 12 inches for retail dealerships and 6 inches for wholesale dealerships.
- (b) Hamsters and gerbils shall only be housed in primary enclosures with a solid floor. Cedar shavings will not be used as a litter material.

**(6) RATS**

Size      Weight (gms)

Small            <100  
Medium          101 - 300  
Large            >301

<u>Area</u> <u>(sq. in.)*</u>	<b>Number of Animals</b>		
	<u>Small</u>	<u>Medium</u>	<u>Large</u>
200*	16	12	8
288*	24	18	12
360*	30	22	15
432*	36	27	18
624*	52	39	26

The minimum height of the primary enclosure shall be 7 inches; however, the animals shall be able to reach food and water.

Rats shall only be housed in primary enclosures with a solid floor. Cedar shavings will not be used as litter material.

Minimum space requirements for rats over 500 grams will be determined by the Manager on an individual basis.

**(7) MICE**

Size      Weight (gms)

Small            <15  
Medium          16 - 25  
Large            >25

<u>Area (sq. in.)*</u>	<b>Number of Animals</b>		
	<u>Small</u>	<u>Medium</u>	<u>Large</u>
200*	50	40	33
288*	72	58	48
360*	90	72	60
432*	108	86	72
624*	156	125	104

(a) The minimum height of the primary enclosure shall be 5 ½ inches.

(b) Mice shall only be housed in a primary enclosure with a solid floor. Cedar shavings will not be used as a litter material.

\*Minimum space requirements (area measured in sq. in.) figures for guinea pigs, hamsters and gerbils, rats, and mice are equivalent to standard aquariums sizes as follows: 10, 20 high, 20 long, 30, and 55 gallon.

**(8) FERRETS**

Cage Type	Cage Dimensions (in.)			(*Area)	(*Area)	# of Animals	Comments
	(Length)	(Width)	(*Height)				
Small	24	12	14	288	2	3	
Medium	24	24	14	576	4	6	
2-story	24	24	16	864	6	9	single sleeping Platform
3-story	24	24	34	1152	8	12	2 sleeping Platforms
55 gal.	48	13	20	624	4.3	10	screen top aquarium

- (a) The minimum space and housing requirements for ferrets over 4 months of age will be determined by the Manager on an individual basis.
- (b) A single sleeping platform is equivalent to 288 sq. in of floor space. A hammock may be utilized as a sleeping platform.
- (c) Cedar shavings will not be used as a litter material.

**(9) CHINCHILLAS**

Cage Type	Cage Dimensions (in.)			(*Area)	(*Area)	# of Animals	Comments
	(Length)	(Width)	(*Height)				
Small	24	12	14	288	2	2	
Medium	24	24	14	576	4	3	
2-story	24	24	16	864	6	4	single perching Platform
3-story	24	24	34	1152	8	6	2 perching Platforms

- (a) The minimum height of the primary enclosure shall be 12 inches.

- (b) There must be sufficient space within the primary enclosure for a minimum of one sleeping house and a dust bath bowl.
  - (c) Cedar shavings will not be used as a litter material.
  - (d) A single perching platform is equivalent to 288 sq. in. of floor space.
- (10) Minimum space requirements for other legal animals will be determined by the Manager on an individual basis.

### 3. Specialty Enclosures:

- a. Display cases. Display cases may be utilized as primary enclosures during the workday; however, animals may not be kept in display cases overnight unless the display case also meets the requirements of and functions as a primary enclosure.
  - (1) Display cases must be constructed of a material that is water resistant and can be cleaned and sanitized.
  - (2) Display cases must be well constructed and kept in good repair.
  - (3) The area around the display case must be well ventilated to prevent odor buildup.
- b. Bird Cages. Primary enclosures for birds (cages) shall be maintained in good repair and constructed of metal or other water resistant material which can be cleaned and sanitized.
  - (1) Minimum Space Requirements.
    - (a) The cage must be large enough to provide full body extension without contact with the confines. The cage must be wide enough in at least one direction to accommodate completely stretched wings.
    - (b) A single well-placed perch may be adequate for Psittacines i.e., the bird can stand completely upright on the perch without having the head contact the ceiling of the cage and at the same time not having the

tail contact the floor or grate. For those species, such as Finches, Canaries, etc. that prefer flying or jumping to climbing, two perches, one at each end of the cage, must be provided. Perches must be strategically placed to prevent droppings from contaminating other birds and the birds' food and water and to also prevent the bird's tail from coming into contact with the food and water.

- (c) Minimum space requirements for multiple birds housed temporarily depends on the calculated Housing Density Factor and the overall length of the bird as measured from the tip of the tail to the top of the head.

The following calculation will be used to determine the number of birds that can be housed in a given cage:

$L \times W \times H / \text{Density Factor} = \text{total length of birds permitted.}$

$\text{Total length of birds permitted} / \text{length of bird} = \text{number of birds allowed in that size cage.}$

**Housing Density Factor Table:**

Species	Each birds overall length (in.)	Density Factor
Finch	3	60
Parakeet	<8	50
Cockatiel	9 - 12	60
Cockatiel-type	9 - 12 (heavier body)	75
Amazon	13 - 24	325
Cockatoo	25 - 35	500
Macaw	34 - 45	1400

Cage measurements are based on the actual living space and do not include T-stands or perches attached to the outside of the cage or the space below the grate.

- (d) For birds housed over 60 days, the Density Factor should be doubled for birds 12 inches in overall length or less. For birds housed over 90 days, the Density Factor shall be doubled for birds 12 inches in overall length or less.

- (e) All cages accessories (Ladders, toys, perches etc.) made of unsealed wood shall be cleaned daily and replaced as often as necessary to maintain sanitary conditions.
  - (f) For regulations pertaining to breeding birds see section 13.00.
- c. Outdoor Aviaries. The size, shape, and design of the cages shall be appropriate for the species being housed and shall allow space, without overcrowding, for the normal exercise requirements of each bird. Flight cages shall be constructed to prevent injury to birds. A covered portion of cage shall be provided where birds can avoid direct sunlight or adverse weather conditions and commingling with non-captive animals.
- d. Ferret Cages. Primary enclosures for ferrets when constructed using a steel mesh shall be of small enough mesh to prevent humans from putting their fingers into the cage and to prevent the ferret from being able to get its snout through the mesh. Other suitable cage designs are subject to approval by the Department.
- e. Freshwater Fish. The primary enclosure for freshwater fish is an aquarium, fish tank, or pond. The size of the aquarium is determined by the size, number and behavioral characteristics of the fish. The number of fish kept in the aquarium can be increased substantially by frequent water changes and/or auxiliary filtration.
  - (1) Aquariums and ponds can be constructed of glass, plastic, acrylic, wood, or metal. Ponds can be constructed of materials such as rubber, fiberglass, rock, concrete and similar materials.
  - (2) Aquariums and ponds shall be good repair and watertight.
  - (3) Aquarium lids, constructed from glass or plastic, can be used to keep dust out and prevent fish from escaping. When aquarium lids are used they should not provide and airtight barriers.

- (4) Substrate. Quartz gravel or epoxy-coated rock chips or pebbles should be used as the filter bed material to cover the bottom of the freshwater aquarium if an underground filter is utilized. Filter-bed material will be a minimum of 1 inch thick across the entire bottom of the aquarium.
- (5) Filtration Systems. Filtration systems will be employed to remove the waste products produced by the fish and to enhance the quality of the water and shall include individually or in combination biological, mechanical and chemical types.
- (a) Common types of filtration systems used by pet animal dealerships include under gravel filters, outside power filters, canister filters, wet/dry filters, and sponge filters.
- (b) Labyrinth fish, such as Bettas, do not require the use of filtration systems, but must have the water in the primary enclosure changed at least weekly.
- (6) Water Quality Maintenance. Good water quality and water chemistry, as measured using commercially available test kits, are essential to maintain a healthy aquarium environment for the fish.
- (a) Water chemistry shall be tested to make sure the following specific criteria are within prescribed limits:
- Free of ammonia concentration - the presence of free ammonia indicates that the biological filter is not working properly or the aquarium is overcrowded or overfed. The maximum acceptable level of free ammonia in a healthy aquarium is 1 ppm.
- PH - measures the acidity or the alkalinity of the water. The PH reading can vary from 5.5 to 9.0 depending on the requirements of a particular species of fish.
- (b) Any time more than 30% water change with chlorinated water occurs, the aquarium shall be treated with a water conditioner that

will specifically remove chlorine and/or chloramines.

(c) Dead fish shall be removed from the enclosure a minimum of once daily, or more often if necessary.

(7) Water Temperature Control. The water in a freshwater aquarium shall normally be maintained at a temperature of 68 to 82 degrees Fahrenheit for tropical fish, as appropriate to the species. If necessary, a thermostatically controlled heater shall be used to maintain the required temperature. The heater should be capable of delivering 2 to 5 watts per gallon. Accurate water temperature will be measured by a suitable aquarium thermometer.

(8) Feeding and Nutrition.

(a) Freshwater fish shall be fed on a routine basis to maintain good fish health and maintain good water quality.

(b) A variety of foods shall be provided such as flake, frozen, live and dried pellets to ensure that all the fish in the aquarium, including bottom dwellers, are fed.

f. Saltwater Fish. The primary enclosure for saltwater fish is the aquarium or fish tank. The size of the aquarium is determined by the size, number and type of marine fish and invertebrates. The surface area of the tank (length and width) is more critical than the depth of the tank. The larger the surface area and the more frequent the water changes the greater the fish population can be.

(1) Aquariums can be constructed of glass, plastic, acrylic, or specially treated wood.

(2) Aquariums shall be in good repair and watertight.

(3) Aquarium lids, constructed from glass or plastic, can be used to keep dirt out, minimize tank water evaporation and prevent fish from escaping. When aquarium lids are

used they should not provide an air-tight barrier.

- (4) Substrate. When necessary to use a substrate in saltwater aquarium only materials with a calcareous composition such as coral sand, limestone, oyster shell, dolomite, and the like shall be used. When used together with an under gravel filter the depth of the substrate shall be 1½ to 3 inches to satisfy biological requirements.
- (5) Filtration Systems. Filtration systems will be employed to remove the waste produced by the fish and to enhance the quality of the water and include, individually or in combination, biological (removes ammonia and ammonia products); mechanical (removes particulate matter); and chemical (removes dissolved organic compounds) types.
- (6) Water Quality Maintenance. Good water quality and water chemistry, as measured using commercially available test kits, are essential to maintain a healthy aquarium environment for the fish and invertebrates.
  - (a) Water chemistry shall be tested to make sure the following specific criteria are within the prescribed limits for established aquariums: Combined ammonia (NH<sub>3</sub> + NH<sub>4</sub>) - 0.25 ppm maximum.  
  
PH - 7.8 to 8.5  
  
Specific gravity (salinity) - 1.018 to 1.024 at 75 to 80 degrees Fahrenheit as measured by a hydrometer.  
  
Nitrite (intermediate step in the nitrogen cycle) - 0.5 ppm maximum.  
  
Nitrate (chemical product of nitrite conversion) - 60 ppm maximum for fish and 40 ppm maximum for invertebrates. The recommended levels are 30 ppm for fish and 20 ppm for invertebrates.
  - (b) Dead fish shall be removed from the Enclosure once daily, or more often if necessary

- (7) Water Temperature Control. The water in a tropical saltwater aquarium shall normally be maintained at a temperature of 72 to 80 degrees Fahrenheit. If it is necessary to use a thermostatically controlled heater to maintain the required temperature, the heater should be capable of delivering 2 to 5 watts per gallon. Accurate water temperature will be measured using a suitable aquarium thermometer.
- (8) Lighting. For proper keeping of corals and other invertebrates, the photoperiod (amount of time the aquarium light is on) is very important and should not be less than 10 hours. The spectrum of lighting used will be appropriate to the species.
- (9) Feeding and Nutrition.
  - (a) Saltwater fish and invertebrates shall be fed as appropriate to the species, a minimum of 3 times per week.
  - (b) A variety of foods shall be provided such as flake, dried pellets, frozen, live and complex nutrient liquids for filter feeding invertebrates.

g. Reptiles and Amphibians.

- (1) Standard Husbandry Requirements. All lawful reptiles and amphibians, regardless of species, shall be provided with the following basic environmental and maintenance needs:
  - (a) Housing/Enclosures. The primary enclosures shall be constructed of materials such as glass, acrylic, wire, and wood and of suitable size to prevent overcrowding. The enclosure will be constructed so as to keep the animal safely within.
  - (b) Ground Medium. The bottom of the primary enclosure shall be covered with a substrate material that is suitable for the particular species, e.g. sand for desert lizards; moistened potting soil (without perlite) for fine to medium grade orchid bark for forest lizards, box turtles, and some frogs; brown

wrapping paper and newspaper for the Whites tree frog; and pine shavings and alfalfa pellets for snakes, to name a few examples.

(c) Landscaping. The primary enclosure shall be provided with a variety of structures, materials and plants, as appropriate, to meet the needs and satisfy behavioral characteristics of different species. Suitable landscaping materials include rocks, dried branches, vertical and horizontal, to protect the animal and reduce stress; and various live and/or artificial plants to help recreate the animal's natural environment.

(d) Basking Areas. When appropriate to the species, a basking area affording both heat and light shall be provided so that the animal can self-regulate its body temperature to improve digestion of food, improve appetite and reduce respiratory infections. The objective is to establish an area within the primary enclosure where a temperature gradient is created where both the air and surface temperature decrease as the distance from the heat source increases.

A basking area can be easily created by locating an incandescent light bulb or spotlight in a reflector-type fixture above the basking surface to radiate heat onto a flat rock or along the length of a wood branch or piece of cork bark diagonally placed in the primary enclosure.

Acceptance secondary heat sources can include such items as hot rock type heaters, under tank heating pads, and ceramic infrared element bulbs with the correct wattage for the for the primary enclosure size.

(e) Temperature Control. Maintenance of the correct environmental temperature, air or water, is essential for the proper health and well being of the animal. The specific temperature requirement depends on the particular species; the climate of the animals natural environment, e.g. desert/semi-arid, temperate, subtropical,

tropical, mountain or shoreline; and the location of the temperature measurement i.e. nearest the heat and light source (basking area), furthest away from the heat source (shelter (, or nighttime temperature.

- (1) A thermometer shall be used to determine the temperature inside the primary enclosure.
  - (2) Typical temperature ranges (Fahrenheit) for most reptiles and amphibians are: air (68-95); basking (80-95); nighttime (65-85).
- (f) Lighting. Depending on the needs of the particular species, and incandescent bulb with a reflector-type fixture will be provided to develop the necessary temperature gradient inside the primary enclosure. The recommended photo period is twelve hours on and twelve hours off.
- (g) Water. Potable water shall be provided, whether for drinking, primary environment or soaking.

Depending upon the species, fresh drinking water shall be made available a minimum of once per day or more often if necessary, in a shallow container, heavy crock, etc. or by misting plants and sides of the primary enclosure or through the use of an overhead drip water on plant leaves.

- (h) Feeding. The diets of reptiles and amphibians in captivity are as varied as the number of species and range from crickets, wax worms, mealworms and wingless fruit flies (for insect eating lizards); floating foods, guppies goldfish, earthworms and finely chopped, mixed vegetable (for water turtles); crickets, mealworms, earthworms, strawberries, cantaloupe romaine lettuce and tomatoes (for box turtles); crickets, "pinky" and "fuzzy" mice (for Whites tree frogs); to goldfish, mice, rats, rabbits and poultry for snakes.
- (1) Successful feeding of a particular species shall take into account not

only diet, but also size of prey vs. size of animals head, frequency of feeding, amount of food and environmental factors such as heat, light, humidity, and proper landscaping that significantly affect feeding response.

- (2) In addition to a well balanced and varied diet, commercial vitamin/mineral and calcium supplements (in powdered form) shall be put on the appropriate animal's food every 3 to 4 feedings.
- (i) Primary Enclosure Maintenance. The primary enclosure shall be cleaned at least weekly or more often if necessary to remove feces and soiled ground medium or substrate. For water turtles, the enclosure water shall be changed weekly or more often if necessary to minimize animal health hazards and odors. Clean and sanitize drinking water containers and soaking and bathing containers weekly or more often if necessary.
  - (j) Specialized Husbandry Requirements.
    - (1) Lizards. Dimensions of the primary enclosure for a single animal, excluding the tail, shall be: Length -  $1\frac{1}{2}$  the length of the animal; width  $\frac{1}{2}$  the length of the animal; height 6 inches minimum. Minimal space requirements for multiple animals within a given primary enclosure shall be based on the following calculation:  
$$L \times W \times H / \text{Density Factor} = \text{total length of animals permitted.}$$
$$\text{Total length of animals permitted} / \text{length of animal} = \text{number of animals allowed in that size enclosure.}$$

The calculated density factor varies with the length range of the lizard being housed. (DF" is density factor.)

Industry Designated

<u>Aquarium size (gal)</u>	<u>Volume</u> <u>(cu. In.)</u>	<u>Total</u> <u>2 - 6"</u> DF 15	<u>Lizard</u> <u>7 - 12"</u> DF 30	<u>Length</u> <u>13 - 24"</u> DF 60	<u>Allowed</u> <u>24 - 48"</u> DF 120
10	2400	160	80	--	--
15	3456	230	230	--	--
20 long	4320	288	144	72	--
20 high	3456	230	115	--	--
29	5760	384	192	96	--
30	6912	460	230	115	--
55	12480	832	416	208	104

Humidity levels can be increased in the primary enclosure by using a ground medium that contains water in the enclosure and/or partially sealing the top of the enclosure to decrease the rate of evaporation.

- (k) Water Turtles. Minimum space requirements for multiple animals within a given primary enclosure shall be based on the following calculation:  $L \times W \times H / \text{Factor} = \text{total length of animals permitted}$ . Height in the equation is equivalent to the dept of water in the enclosure. For a water turtle with 6 inches as measured diagonally across the carapace, the DF is 30.

The depth of water in the primary enclosure shall be at least equal to the carapace length of the turtle with a gradual access leading to a basking area. The deeper the water, the wider the range of normal behavior that can be exhibited.

- (1) Box Turtles.

Clean potable water shall be available at all times in a shallow pan that the turtle can easily get into or out of, with a water depth of no more than 1/3 the height of the turtle. The number of box turtles recommended to be housed per type of enclosure below is based on the best combined pet animal retail and wholesale

knowledge and experience available at the present time.

<u>Enclosure size (gal)</u>	<u>Number of 6" turtles</u>	<u>Area (sq. in)</u>
10	4	200
15	6	288
20 long	8	360
20 high	6	288
29	8	360
30	10	432
55	15	624

For larger sizes, the number is based on providing 40 sq. in. per turtle.

- (m) Frogs. Minimum space requirements for multiple animals with a given primary enclosure shall be based on the following calculation:  $L \times W \times H / \text{Density Factor} = \text{total length of animals permitted}$ .  $\text{Total length of animals permitted} / \text{length of animal} = \text{number of animals allowed in that size enclosure}$ . For frogs with a body length less than 2 inches, the DF is 7; for frogs with a body length of 2 to 6 inches, the DF is 15; and for frogs with a body length over 6 inches, the DF is 30.

Clean, potable water shall be available at all times in a bowl or built-in-pool.

- (n) Snakes. The calculated density factor for snakes depends on the type of family of snake and is based on enclosure area (sq. in) rather than enclosure volume (cu. in.). The DF for the Family Boidae (pythons, boas, etc.) is 2.0 and the DF for the Family Colubridae (cornsnakes, milk snakes, king snakes, etc.) is 0.75.

<u>Aquarium size (gal.)</u>	<u>Area (sq. in.)</u>	<u>Number of Snakes</u>	
		<u>Boidae (3')</u>	<u>Colubridae (4')</u>
20 long	360	5	10
55	624	8	17

C. SANITATION STANDARDS

1. General Conditions.

- a. Cleaning of Pet Animal Enclosures. Animals shall be removed from the primary enclosures when water or any chemical solution is used in cleaning. Animal wastes shall be removed from primary enclosures and/or display cases daily or more frequently if necessary to prevent contamination of the pet animals and to reduce disease hazards and odors.

Occupied primary enclosures and display cases shall be cleaned as often as necessary to maintain sanitary conditions by washing all surfaces with effective cleaning and sanitizing agents and methods.

- b. Other cleaning. Food and water containers and all other utensils shall be cleaned and sanitized using heat or chemical sanitizing solution. A dishwasher which utilizes heat or chemical sanitizing solution may suffice. These containers shall be cleaned and sanitized daily or more often if necessary to maintain sanitary conditions.
- c. Waste Disposal. Animal and food wastes, used bedding, debris and any other organic wastes shall be removed from the pet animal facility daily.
- d. Premises Housekeeping. The building and grounds shall be kept clean, in good repair and free of trash.
- e. Pest Control. All pet animal dealerships shall be free from infestation of vermin, insects or other pests. Food contaminated by rodents must be discarded.
- f. Supply Storage. Pet food intended for in-house use must be kept in waterproof, closed containers or at least 4 inches off the floor. Opened bags of pet food

must be stored in waterproof, closed containers.

- g. Flight Cages. Aviaries must be cleaned weekly or more often as necessary to prevent excessive buildup of bird wastes and uneaten food.

#### D. FOOD AND WATER

1. Feeding and Water Requirements. Pet animals shall be fed consistent with the nutritional needs for the age and species, except when under special veterinary care.

- a. Animal food shall be of such nutritional value necessary to meet the normal daily requirements for the condition and size of the animal.
- b. Perishable food shall be refrigerated.
- c. Animal food receptacles shall be in sufficient number, of adequate size and located so as to enable each animal in the primary enclosures to be supplied with an adequate amount of food.
- d. Animal food and water containers shall be kept clean and sanitary.
- e. Potable water shall be available to pet animals consistent with the species, sufficient to prevent dehydration, except when under special veterinary care.
- f. Open food and water containers shall be accessible to the pet animal and located to minimize contamination by excreta.
- g. Disposable containers may be utilized if discarded after each use.
- h. Self feeders and waterers may be used if cleaned pursuant to Subsection C above.
- i. Food and water suitable for the specific species shall be available to birds at all times.

2. Classification and Separation Requirements.  
Pet animals housed individually and in primary enclosures that will prevent such animal from biting or injuring the public.

- a. Any pet animal exhibition aggressive behavior shall be housed individually and in primary enclosures that will prevent such animal from biting or injuring the public.
- b. Pet animals under quarantine or treatment for a suspected communicable disease shall be physically separated from other susceptible animals to minimize dissemination of disease as set forth in Section 1.00 and Subsection F below.
- c. Pet animals being used for breeding purposes may not be displayed for sale and must be kept in a primary enclosure separate from other animals.
- d. Feeder animals, those consumed as food by other pet animals, such as crickets, fish, etc. must be housed in enclosures that do not permit escape but provide adequate physical space for the particular species.

#### E. RECORD REQUIREMENTS

1. Sales records. All pet shops shall maintain a record of all sales or other disposition of dogs, cats, Psittacines birds and iguanas for a period of 2 years from the transaction date, with the records kept at the address specified in the license application.
  - a. Sales records shall include, at a minimum, date of transaction, species or breed of animal, color, sex (where possible to determine), and the name, address and phone number of the purchaser.

- b. Sales records for Psittacines birds shall also include the band number or other identification approved by the manager.
2. Purchase Records. All pet animal dealerships shall maintain a record (invoices, etc.) of all pet animal purchases (except feeder animals) or other means of acquisition for a period of 2 years from the transaction date. Minimum information required shall include transaction date; name, address and phone number of the supplier; number of animals received; animal breed or species; and bird band number, if applicable.
3. Record Accessibility. All required sales and purchase records shall be made available to any inspector authorized by the Department at any reasonable time during regular business hours, or at other mutually agreeable times.

#### F. VETERINARY CARE/DISEASE CONTROL

1. Veterinary Requirements.
  - a. Veterinary Services. All pet shops shall have a working relationship with a veterinarian to provide timely treatment for injured or diseased animals. The name and phone number of the veterinarian will be available to the inspector upon request.
  - b. Any pet animals (except feeders, fish and invertebrates) that become seriously ill or seriously injured must be diagnosed by a veterinarian in a timely manner and prescribed therapy followed.
  - c. Pet animals shall be observed daily for signs of disease by the person in charge of the pet shop or by an employee working under his or her direct supervision. An animal suspected of having an infectious disease shall be physically separated from other susceptible animals and placed in an isolation area until the condition is determined to be noninfectious.

- d. Sick or injured animals must be provided with timely veterinary care or be euthanized humanely under the supervision of the pet shops attending veterinarian, pursuant to techniques accepted by the American Veterinary Medical Association.
- e. As to animals that die at the pet animal dealership, the licensee may wish to refer to § 25-1-612, C.R.S., as amended, and any local ordinance concerning proper disposal.

## 2. Disease Control Requirements.

- a. Reporting of Zoonotic Diseases. It is the duty of any person who discovers, suspects, or has reason to believe that any domestic animal belonging to him or in his charge, or belonging to other parties, is affected with any contagious or infectious disease to immediately report such fact, belief, or suspicion to the manager. If, on examination, it is found that the animal is diseased and unfit for food, such animal may be ordered to be killed and disposed by the Manager at the expense of the owner.
- b. Cleanliness. All primary animal enclosures, cages, isolation rooms or areas, etc., which contain pet animal(s) (except fish and amphibians) having infectious or transmissible disease shall be cleaned and disinfected each day.
- c. Sale or Transfer. Reasonable care shall be taken to release for sale, trade, or adoption only those pet animals that are free of undisclosed disease, injury, or abnormality.
- d. Quarantine. It shall be unlawful to fail to obey any order of the Manager to quarantine any animal where there is articulable suspicion that the animal is affected with any contagious or infectious disease.

## 8.0 PET GROOMING FACILITY REGULATIONS

### A. Facility Standards.

1. Interior Surfaces. The interior facility surfaces, walls, cages, counters and tables, shall be constructed and maintained so that they are water resistant and can be cleaned and sanitized. Grooming tables may have a carpeted top.
2. Electric Power. Electric power shall be provided.
3. Water. Potable water shall be provided for drinking purposes, with back flow prevention devices installed on any threaded faucets, submersible inlets, or on the main water line serving the facility.
4. Washrooms and Sinks. Accessible wash rooms or sinks shall be provided to maintain personal hygiene among groomers. A sink in good repair or a dishwasher shall be provided for washing and sanitizing.
5. Waste Water Disposal. Waste water from facilities shall be disposed of by connection to a sanitary sewer, holding tank, or any state, county, or locally approved water disposal system.
6. Heating and Cooling. The pet animal grooming facility shall be sufficiently heated or cooled when necessary to protect animals from cold or heat to provide for their health. The ambient temperature shall be consistent with the requirements of the specific pet animals. When the animals are present, heating shall be deemed necessary when the temperature falls below 50 degrees Fahrenheit for a period of 4 consecutive hours and cooling shall be deemed necessary when the temperature of the facility rises above 90 degrees Fahrenheit.
7. Ventilation. Areas for pet animals shall be ventilated with fresh or filtered air to minimize odors and moisture, and to provide for

the health and comfort of the animals at all times. Means shall be provided to exhaust the air from the animal area to the outside of the building.

8. Lighting. Pet animal grooming facilities shall have well distributed natural or artificial light to facilitate routine cleaning and the proper care and maintenance of the pet animals.
9. In the event that a licensee is grooming at a pet animal show as an auxiliary facility site of that licensee, and the site prevents the licensee from meeting any of the requirements set forth in this Section, the licensee shall notify the Manager in writing, in advance of the show, of the provisions which cannot be met and the reason therefore.

B. Special Requirements.

1. Pet animal holding or drying areas shall be large enough to allow the animal to stand, lie down and turn around.
2. Cages and grooming areas such as tables, benches, and tubs shall be structurally sound and maintained in good repair.
3. The pet animal enclosures, cages or other restraint devices shall be constructed to prevent injury to the animals. Enclosures for pet animals may have wire flooring provided that the wire is of adequate gauge to prevent sagging under the weight of the animals, and the mesh is small enough to prevent their feet from passing through. Tethering of animals is acceptable, providing the pet animal's owner consents. Tethering must be done in a manner that they cannot become entangled with other pet animals and other objects. The tether must be attached to the dog by means of a well-fitted and non-tightening collar and the other end attached to a permanent, solid attachment. All tethering chains shall have permanent, solid attachment. All tethering chains shall swivel. A grooming loop is not a tether as used herein.

4. Only animals of the same household and/or with the consent of the owner(s) may be caged together. Only compatible animals may be caged together.
5. Grooming work areas, when in conjunction veterinary facilities or other licensed facilities, shall be physically separated from primary enclosures, animal food storage or preparation areas, veterinary facilities, and isolation areas for sick animals.

C. Cleaning.

1. All cages, benches, tables, tubs, etc. shall be sanitized after one animal ceases to occupy the space, before another occupies the same space.
2. Equipment such as brushes, combs and clipper blades shall be sanitized between uses on different animals.
3. The hair on the floor around each grooming station shall be removed after each animal. Common areas of the facility shall be kept in good repair and cleaned each business day.

D. Wastes.

Hair and animal wastes and refuse shall be removed from the facility and disposed of at least weekly so as to minimize odors, disease hazards, and vermin infestation.

E. Water.

1. Water shall be offered to animals remaining at the facility for more than 6 hours, and two times daily thereafter.
2. Water shall be offered in disposable dishes that shall not be used again by another animal, or dishes that are cleaned and sanitized between each animal.

#### F. Dryers.

1. Any dryers when being used in front of a crate, as a crate dryer, as a room dryer, or as a bench dryer, and any and all other dryers must be equipped with a timer that will automatically shut off the dryer after 30 minutes, unless it is used as a hand-held dryer or a dryer directly attended by a person.
2. When in use, portable cage dryers must not cover more than 20% of the total open area of the cage surface.

#### G. Prescription Products.

1. The facility shall not use the prescription dips for any purpose or other prescription products without a current treatment plan from a veterinarian. Nonprescription dips may be used with the owners' permission.
2. Pet Grooming Shops shall not administer tranquilizers, sedatives, etc. for the purpose of grooming.

#### H. Records.

1. An accident file shall be kept on animals which pertains to:
  - a. sustaining injury while at the facility requiring veterinary contact;
  - b. severe illness or seizures;
  - c. veterinary treatment plans; or
  - d. death.
2. Availability. The above records shall be available to any inspector authorized by the Department at all reasonable times during business hours.

## 9.0 KENNEL REGULATIONS

### A. FACILITY STANDARDS

1. The following facility regulations will take into consideration the healthful, safe, humane and varied conditions in which pet animals can be maintained while being boarded.
2. Facility Plan Evaluation.
  - a. Submission of Plans. Detailed plans and specifications shall be submitted to the Department whenever it is proposed to erect or extensively remodel any kennel facility, specifically; any remodeling that requires a building permit and affects a minimum of 25% of the square footage of the existing facility. Plans pertaining to upgrades which are only electrical or plumbing in nature will not require, plan Submission. Each facility or person intending to become a kennel facility shall be responsible for submitting all plans and specifications. Plans shall be approved or disapproved by the Department, typically within 10 working days of submission. Approval of plans and specifications is necessary before construction begins and final approval is required before operation.
  - b. Contents of Plans and Specifications. Final plans and specifications shall show compliance with these regulations and shall include schedules describing the ventilation system, plumbing equipment and finishes of floors, walls, and ceilings, and location of cages, runs or pens, where appropriate. Outdoor boarding facilities shall include a layout of cages, runs, or pens; proximity of perimeter protective fence and height of the perimeter fence; location of potable water supply, area lighting; drawings and detailed description of shelter from the elements, food storage and preparation area. Plans need not be professionally drawn, providing the plans are legible,

drawn or sketched to consistent scale, with dimensions indicated, accurately depicting the intended construction or remodeling.

c. Remodeling. Plans for extensive remodeling shall show and outline of the facility and only the portion being remodeled need be detailed and approved.

3. Plan Rejection. Definite rejection of plans submitted will be due to, but not limited to , the following reasons:

- a. Soil floors for any part of the interior floor of a boarding facility or any pet animal enclosures.
- b. Any construction deviation from the plans submitted which causes the facility to not meet the provisions of these rules and regulations.

## B. PHYSICAL FACILITIES

1. Structural Standards. Each boarding facility shall:

- a. Use full walls, partial walls, or portable wall panels to physically separate (may be within a single structure) pet animal housing areas for, dogs, cats and other species. Facilities built after March 1, 1995 shall utilize full walls for this separation. Any request for exception to this provision by pet animal day care facilities shall be made by petition to the Manager.
- b. Be constructed of building materials that will ensure the facility is of a sound physical structure.
- c. Be maintained in good repair.
- d. Protect animals kept there from injury, restrict entry of other

animals from outside and ensure containment within the pet animal boarding facility.

2. Interior Surfaces. The interior building surfaces of boarding facilities shall be constructed and maintained so that they are water resistant and readily cleaned and sanitized. These surfaces need not extend more than 18 inches beyond the perimeter of any animal enclosure or sink. Wood Flooring directly beneath all pet animal primary enclosure areas must be of water resistant materials that can be cleaned and sanitized. Smooth finished, sound concrete surfaces are acceptable.
3. Electric Power. Electric power shall be provided.
4. Water. Potable water shall be provided for drinking purposes, with back flow prevention devices installed on any threaded faucets where hoses may be attached for cleaning the facility or on the main supply line to the facility.
5. Container Cleaning, Hand Sink or Washroom.
  - a. A sink in good repair or a dishwasher shall be provided for washing and sanitizing food and water containers.
  - b. The sink can be used for hand washing, or a washroom provided.
6. Heating and Cooling. Housing for pet animals shall be sufficiently heated or cooled when necessary to protect animals from cold or heat to provide for their health. The ambient temperature shall be consistent with the requirements of the specific pet animals. Heating shall be deemed necessary when the inside ambient temperature of the facility falls below 50 degrees Fahrenheit for a period of 4 consecutive hours and cooling shall be deemed necessary when the temperature of the facility rises above 90 degrees Fahrenheit.

7. Ventilation. Housing for pet animals shall be ventilated with fresh or filtered air to minimize odors and moisture, and to provide for the health and comfort of the animals at all times. Means for ventilation can be mechanical or natural, providing odors are minimal and the temperature range set forth immediately above is maintained, within the requirements consistent with the species.
8. Lighting. Boarding facilities for pet animals shall have well distributed natural or artificial light for routine inspections, and to facilitate routine cleaning and the proper care and maintenance of the pet animal.
9. Waste Water Disposal.
  - a. Waste water from indoor facilities shall be disposed of by connection to a sanitary sewer or any state, county, or locally approved water disposal system. A method shall be provided to rapidly eliminate excess water.
  - b. Outdoor enclosures shall be designed, constructed, and suitably demonstrate drainage to eliminate natural or other excess water, regardless of surfacing material.
10. Grooming Facilities. Grooming work areas at boarding facilities shall be physically separated from primary enclosures, animal food storage or preparation areas, and isolation areas for sick animals.
11. Isolation Area. All pet animal boarding facilities must provide segregation for animals that are infected with a contagious disease or suspected of being infected. The facility shall remove such sick animals to a veterinary facility or provide an area isolated from the rest of the animal population.

#### D. PET ANIMAL PRIMARY ENCLOSURE STANDARDS

1. Definition: Primary enclosures are those animal enclosures in which the pet animal rests, sleeps and/or eats.
2. Indoor and Outdoor Facilities.
  - a. General. Primary enclosures shall be structurally sound and maintained in good repair to protect animals from injury, to contain them, and to keep other animals or predators away from and out of any enclosure where animals are kept. Primary enclosures shall be constructed such that they can be routinely maintained to allow animals to stay dry and clean and provide convenient access to clean food and water.
  - b. Floors. The floor of the primary enclosure shall be constructed to prevent injury to the animals' feet and legs. Enclosures for pet animals may have wire flooring provided the wire is of adequate gauge to prevent sagging under the weight of the animals and the mesh is small enough to prevent their feet from passing through.
  - c. Cleaning Requirements. All surfaces of primary enclosures shall be constructed and maintained so that they are water resistant and easily cleaned and sanitized.
  - d. Space Requirements. All primary enclosures shall be constructed to provide sufficient space to allow each pet animal to exercise normal postural movements.
    - (1) Primary Enclosures for Dogs. Minimum space requirements:
      - a. Each individually enclosed dog that does not have access to a run or exercise area must be provided a minimum amount of floor space, calculated as follows: Find the mathematical square of the sum of the length of the dog in inches (measured from the tip of the nose

to the base of the tail) plus 6 inches; then divide the product by 144 and multiply by 2. The calculation is: (length of the dog + 6) x (length of the dog in inches + 6) / 144 x 2 = required floor space in feet. The maximum required floor space is 24 sq. ft. The minimum floor space is 6 sq. ft.

- b. Each primary enclosure, in which a dog spends the majority of its day, shall have the following minimum requirements:

x-small dogs up to 10 inches high 4.5 sq. ft.; small dogs up to 16 inches high - 6.0 sq. ft.; medium dogs up to 22 inches high - 9.0 sq. ft.; large dogs up to 26 inches high - 12 sq. ft.; extra large dogs up to 30 inches high 16 sq. ft.; giant breeds over 30 inches high - 18 sq. ft.

The height shall be 1½ times the height of the dog at the shoulder with a maximum height required of 48 inches and a minimum height of 18 inches.

If more than one dog occupies these primary enclosures, space will be figured for the first dog, with each additional dog needing one half of the minimum space required.

These dimensions are not considered to be exercise areas. An exercise area or run is required for each animal housed in such an enclosure. The exercise area or run may be, but need not be, contiguous with the primary enclosures specified above. Each dog housed in the specified primary enclosure space must be provided the opportunity to exercise for a minimum of 60 minutes in 24 hours. An exercise plan is required pursuant to Subsection D2d (2) (e) below.

- c. If crates are used with the written consent of the owner to house dogs, including weaned puppies, the minimum space requirements are as follows: Dogs, regardless of weight, will have a crate that is a minimum of the length of the dog from the tip of the nose to the base of the tail, plus 3 inches, shall allow a minimum clearance in height at the shoulder of 3 inches while the dog is standing and shall permit the dog to turn around and lay down. Crates of this size are not to be used for exercise areas. Crates of these minimum dimensions shall be used to house one dog only.

An exercise area or run is required for animals housed in a crate. Dogs housed in crates shall be provided an opportunity to exercise for a minimum of 60 minutes in 24 hours. An exercise plan is required pursuant to Subsection D2d (2) (e) below.

(2) Runs and Exercise Areas for Dogs.

Minimum space requirements:

- a. the length of the runs and exercise areas shall be a minimum of 3 times the length of the dog from the tip of the nose to the base of the tail; the width shall allow the dog to turn around easily; and the height shall be  $1\frac{1}{2}$  times the height of the dog at the shoulders, with the maximum height required of 48 inches, the minimum of 18 inches.
- b. Indoor/Outdoor runs that have the primary enclosure and the exercise area in combination shall for measuring purposes be considered one exercise run and shall be measured from the extreme inside

to the outside length determination.

- c. Outdoor or indoor runs used as primary enclosure and exercise area in combination shall be measured from one extreme end to the other extreme for length. The same criteria will apply to free standing runs used for exercise areas only.
- d. Runs and Exercise Areas. Dogs housed as described in Subsections D2d (1) (b) and (c) above shall be provided with runs or exercise areas.
  - i. Runs and exercise areas may have wire flooring provided that the wire is of a gauge adequate to prevent sagging under the weight of the animals or injury to the animals' feet and the mesh is small enough to prevent their feet from passing through.
  - ii. Exercise areas do not need shelter or dog houses if they are not primary enclosures, but must have shade provided with the shaded area of a size directly proportional to the size of the dog being shaded.
- e. Dogs housed in primary enclosures or crates described in Subsections D2d (1) (b) and (c) above shall be provided the opportunity to exercise for a minimum of 60 minutes in 24 hours. The licensee shall submit a plan to the Manager for approval regarding exercise periods for dogs. The plan shall address the owners' specific requests concerning exercise.

(3) Primary Enclosures for Cats.

Minimum Space Requirements: Each cat, including weaned kittens, that is housed in any primary enclosure shall be provided minimum vertical height and space as follows:

- (a) Each primary enclosure for housing cats must be at least 21 inches high.
- (b) Cats up to and including 9 pounds must be provided at least 3 sq. ft. of open floor space.
- (c) Cats over 9 pounds must be provided at least 4 sq. ft. of open floor space.
  - i. The litter pan may be considered part of the floor space if it is in flat hooded type.
  - ii. If the primary enclosure floor is wire, the wire used shall be of a gauge adequate to support the animal without sagging and solid base of water resistant material shall cover the wire.

(4) Outdoor Facilities.

- a. Outdoor facilities shall meet the requirements of this Subsection D. Animals boarded outdoors when the mean daily temperature is below 45 degrees Fahrenheit shall be so acclimated. Cats (unless acclimated) or sick, infirm, aged or very young pet animals shall not be boarded outside when the mean daily temperature is below 45 degrees Fahrenheit.
- b. Shelter from Weather Elements. Animals confined for boarding at outdoor facilities shall have:

- i. Shelter from Sunlight. Shade shall be provided to allow all pet animals kept outdoors to protect themselves from direct rays of the sun, to prevent overheating. The area shaded shall be in size directly proportional to the size of the pet animal being protected; care shall be taken to position the shade so maximum protection is provided.
  - ii. Shelter from Rain, Snow and Cold Weather. A primary enclosure shelter shall be provided to allow all pet animals housed outdoors protection from the weather elements. Shelter provided shall be water resistant, constructed of durable material, have a solid floor raised off the ground, of suitable size to accommodate the pet animal and allow for retention of body heat.
  - iii. Protection. Fencing shall be provided to protect pet animals from predators, stray animals, and humans.
  - iv. Illumination. Yard light(s) shall be provided for night time inspection of pet animals.
- c. Tethering of pet animals is acceptable, provided the pet animal's owner consents in writing. If dog houses with chains are used as primary enclosures for dogs kept outdoors, the chains shall have a swivel and shall be so placed or attached that they cannot become entangled with the chains of other dogs and any other object. Such chains shall be a minimum of 6 feet in length and, of a type commonly

used for the size dog involved and shall be attached to the dog by means of a well fitted, non-tightening collar or harness. If tethering is used, a fence perimeter shall surround the entire tethering area to protect the tethered dogs.

- d. Primary enclosures for other pet animals. Primary enclosures for other pet animals not specifically noted in this section shall be in accordance with the regulations set forth for each species or category respectively (e.g. bird breeder or small animal breeder), or as directed by the Manager.

## E. SANITATION STANDARDS

### 1. General conditions.

- a. Cleaning of Pet Animal Enclosures. Pet animals shall be protected from exposure to water or chemical solution used for cleaning the primary enclosure. Animal wastes shall be removed from primary enclosures daily or more frequently to prevent contamination of the pet animals of the pet animals contained therein and to reduce disease hazards and odors.
- b. Occupied primary enclosures of minimum size shall be cleaned as often as necessary to reduce disease hazards and odors and to maintain sanitary conditions by cleaning and sanitizing all surfaces. Primary enclosures shall be cleaned and sanitized after one animal ceases to occupy the space, before another occupies the same space.
- c. Occupied indoor runs or pens used as primary enclosures shall be cleaned on a regular basis to remove contamination from interior surfaces; sanitizing methods will be used as necessary to reduce odors and control disease.
- d. Occupied outdoor runs or pens used as primary enclosures or exercise areas will be cleaned to remove contamination.

- (1) Hard Surfaced Runs and Pens. Cleaning shall be accomplished by washing all soiled surfaces with a detergent, followed by a safe and effective sanitizer.
  - (2) Runs, Pens, and Exercise Areas. Gravel, sand, or soil shall be sanitized by removing the soiled gravel, sand, or soil and removing it when the material is permeated with urine and/or fecal matter that is not removable without removing the material, or when odors are present.
2. Waste Disposal. Animal and food wastes, bedding, debris and other organic wastes shall, be disposed of so that vermin infestation, odors, disease hazards, and nuisances are minimized. Such wastes shall be removed at least weekly, or more frequently, from the facility where animals are kept.
  3. Premises Housekeeping. Buildings and grounds where pet animals are kept shall be kept clean, in good repair, and free of trash. Weeds shall be mowed or cut down in enclosures where animals are kept or exercises.
  4. Pest Control. Boarding facilities shall use controls to keep the facility as free as possible from vermin and insects. Food exposed to rodents shall be discarded.
  5. Supply Storage. Food shall be stored off the floor and perishables shall be refrigerated. Bulk dry, or unsealed bagged food shall be stored in water resistant, closed containers.

#### F. PET ANIMAL CARE AND HANDLING STANDARDS

##### 1. Food and Water

- a. Pet animals shall be fed consistent with the nutritional needs for the age of the animal, at least once a day, except when under special veterinary care. The food, when provided by the licensee, shall be of such nutritional value necessary to meet the normal daily needs for the condition and size of the animal.
- b. Potable water. If potable water is not continually available to pet animals, it must be offered to pet animals as often as necessary to prevent dehydration, except when under special veterinary care.

- c. Open food and water containers shall be accessible, to the pet animal and located to minimize contamination by excreta.
- d. Container Cleaning - Water and food containers and all other utensils shall be cleaned and sanitized with the use of heat or chemical sanitizing solution or a dishwasher utilizing heat or chemical sanitizing solutions. Water and food containers shall be cleaned at least weekly or more frequently if soiled, and before being used to feed and water different pet animals. Disposable containers may be used if discarded after each use. Self feed and water devices may be used if cleaned at least weekly, or more frequently if soiled.

## 2. Classification and Separation

- a. Any pet animals housed in the same primary enclosure shall be maintained in compatible groups, with the following additional restrictions:
  - (1) Any pet animal exhibiting an aggressive behavior shall be housed individually.
  - (2) Females in season (estrus) shall not be housed in the same primary enclosure or exercise area with males.
  - (3) Pet animals of different ownership consigned for boarding shall not be boarded in the same enclosure without consent of each owner.

3. Except as set forth in Subsection D2d (1) (a) above, facilities that do not use primary enclosure/exercise area combinations for dogs shall provide exercise areas or handlers to exercise the dogs. Each caged dog shall be permitted a minimum of 60 minutes of exercise per 24 hours, weather permitting.

## 4. Animal control devices.

a. Definition: Any apparatus used for behavioral control of pet animals in boarding facilities.

b. Animal control devices can be used for the safety of pet animals and handlers. Behavioral control devices shall be humane and used humanely for the manufacturer's intended use.

c. Battery operated or electrical devices, such as: shock collars, shock prods, or electric fence shall be utilized only with the owner's consent.

#### G. RECORDS

1. Records of animals boarded shall be kept by the facility for two years from the date of the transaction, with the records kept at the address specified in the license application. The records shall include the name and address of the owner of the pet animals, date of transaction, species/breed, specific identifying characteristics (if available), gender and age, and name of the owner's veterinarian (if available).
2. A record shall be kept of communicable disease immunizations for each boarded animal at the facility, including rabies, recording the date on which the immunization was given or the expiration date. These records can be transferred to and kept on kennel forms. These records shall be retained at the boarding facility for a period of 30 days after the animal leaves the facility.
3. Disposition records for boarded records shall be maintained at the facility during the period the animal is being boarded. These records shall include a mutual agreement concerning veterinary care to treat diseased or injured animals and disposition of animals that die at the facility. The licensee may also wish to consider a statement concerning abandonment of animals at the facility.
4. Availability. The above records shall be available to any inspector authorized by the Department at all reasonable times during regular business hours or as mutually agreed.

#### H. VETERINARY CARE/DISEASE CONTROL

1. Veterinary Requirements.
  - a. Veterinary Services. All pet animal boarding facilities shall have a working relationship with a veterinarian to provide timely treatment for injured or diseased animals. The name and phone number of the veterinarian will be available to the inspector upon request.

- b. Any pet animal that becomes seriously ill or seriously injured must be diagnosed by a veterinarian in a timely manner and prescribed therapy followed. Animals must be provided with timely veterinary care or provided euthanasia pursuant to techniques accepted by the American Veterinary Medical Association.
- c. Pet animals shall be observed daily by the person in charge of the pet animal boarding facility, or by an employee working under his/her supervision, for signs, of disease or injury. An animal suspected of having an infectious disease shall be physically separated from other susceptible animals and placed in an isolation area or removed to a veterinary facility until the condition is determined to be noninfectious.
- d. Prescription medication can only be administered to pet animals under the direction of a licensed veterinarian. Boarding facility operators acting as agents for the owner may administer prescription medication to pet animals being boarded as directed by the owner's veterinarian. Prescription medications must be in the container issued by either a veterinarian or pharmacy. The following information must be legible on the container:

Clients name/pet animal name;  
Dosage; Drug name;  
Veterinarians name; and  
Date issued.

- e. Animals that die at the pet animal boarding facility may be refrigerated or frozen or disposed of in a manner that will not cause a disease hazard or nuisance in accordance with the owners or veterinarians instructions. Pet animal remains intended for a necropsy will be handled per veterinarian's instruction. The licensee may wish to refer to §25-1-612, C.R.S., as amended, and/or local ordinances concerning proper disposal.

## 2. Disease Control Requirements

- a. Reporting of Zoonotic Disease. It is the duty of any person who discovers, suspects, or has reason to believe that any domestic animal belonging to him or in his charge, or belonging to other parties, is affected with any contagious or infectious disease to immediately report such fact,

belief, or suspicion to the manager. If, on examination, it is found that the animal is diseased and unfit for food, such animal may be ordered to be killed and disposed by the Manager at the expense of the owner.

- b. Cleanliness. All areas and isolation rooms which contain pet animals having infectious or transmissible disease shall be cleaned and sanitized each day.
  - c. Sale or Transfer. Reasonable care shall be taken to release or transfer pet animals that are free of disease. Disease animals can be transferred to a veterinary facility or diseased animals can be returned to the owner under veterinarianian direction. Quarantined animals shall not be released until the quarantine is rescinded, or until quarantined elsewhere.
  - d. Quarantine. Quarantine requirements exist under Article VI of Chapter 8 of the Denver Revised Municipal Code as amended, and possibly other statutes, rules and regulations.
3. The facility inspector shall follow Department protocols concerning sanitation of footwear.

## 10.0 ANIMAL SHELTER & PET HOSPITAL REGULATIONS

### A. FACILITY STANDARDS

In the event an animal shelter is unable to comply with any of the facility standards due to lack of funding, the animal shelter shall so inform the Manager in writing. The animal shelter shall update this information annually.

#### 1. Physical Facility Standards:

##### a. Structural Standards.

- (1) Be constructed of building materials that will ensure the establishment of a sound physical structure.
- (2) Be maintained in good repair.
- (3) Protect animals kept there from injury, ensure containment of pet animals within the pet animal facility, and restrict entry of other animals and humans from outside.

##### b. Interior Building Surfaces. Interior building surfaces of the pet animal areas, including walls, ceilings, and floors shall be constructed so as to be water resistant and capable of being readily cleaned and maintained.

##### c. Electric Power. Electric power shall be provided.

##### d. Water. Potable water shall be provided for drinking purposes, with a backflow prevention device installed on any threaded faucets where hoses may be attached for the purpose of cleaning the facility or on the main water line serving the facility.

##### e. Washrooms and Sinks. Readily accessible washrooms or sinks shall be provided, convenient to all work areas, to ensure maintenance of personal hygiene by animal caretakers. A sink in good repair shall be provided for washing and sanitizing equipment. A dishwasher which utilizes heat or chemical sanitizing solution may suffice. Single service soap and towel dispensers must be available at all hand washing sinks.

##### f. Heating and cooling. The pet animal facility and any animal enclosure shall be sufficiently heated or cooled when necessary to protect animals from cold or

heat to provide for their health. The ambient temperature shall be consistent with the requirements of specific pet animals. Heating shall be deemed necessary when the inside ambient temperature of the facility falls below 50 degrees Fahrenheit for a period of 4 consecutive hours and cooling shall be deemed necessary when the temperature of the facility rises above 90 degrees Fahrenheit. The interior ambient temperature shall be consistent with the requirements of the specific species, the age of the animal, or that to which the animal is acclimated.

- g. Ventilation. Indoor housing of pet animals shall be adequately ventilated with fresh or filtered air to minimize odors and moisture and to provide for the Health and comfort of the animal at all times. Means for ventilation can be mechanical or natural, providing odors are minimal and the temperature range set forth immediately above is maintained, within the requirements consistent with the species.
- h. Lighting. Uniformly distributed natural and/or artificial lighting shall be provided to permit routine inspection and facilitate routine cleaning. While avoiding excessive illumination to any pet animal, each pet animal shall have light available for a minimum of 8 hours per day.
- i. Sewage Disposal. Sewage and waste from indoor facilities shall be disposed of by connection of drains to a sanitary sewer or other locally approved sewage disposal system. A method shall be provided to rapidly eliminate excess water from the facility floor.
- j. Grooming Areas. Grooming work areas shall be physically separated from primary animal enclosures, animal food storage areas, and isolation areas. Grooming areas must otherwise meet the requirements for grooming facilities.
- k. Isolation Area. Except as set forth immediately below, there shall be an isolation area available for pet animals that are suspected of or are under treatment for a communicable disease and are not at a veterinary medical facility where the animals will be segregated from the rest of the pet animal population. This area shall have adequate ventilation, as described above. The minimum space requirements for primary enclosures for each species set forth below

shall be used for the minimum space requirements for the isolation area.

Unless a specific exemption is obtained from the Manager, in all shelters which impound, adopt, sell or harbor, dogs, cats, birds or small animals the isolation area shall be a separate room with separate exhaust ventilation (non-recirculation) effective per the time table below. This isolation room shall have floor to ceiling walls.

- (1) All new shelters obtaining a license after January 1, 1998 must have such isolation room at the time of application.
- (2) All existing shelters shall comply with this requirement if the facility is extensively remodeled, or by March 1, 1998, whichever occurs sooner.

#### B. PET ANIMAL ENCLOSURE STANDARDS

##### 1. Definition:

Primary enclosures means any structure or device used to restrict an animal or animals to a limited amount of space, such as a building, room, pen, run, or cage.

##### 2. Structural requirements:

a. General. Primary enclosures shall be structurally sound and maintained in good repair to protect animals from injury, to contain them, and to keep predators out. Primary enclosures shall be constructed such that they can be routinely maintained to allow animals to stay dry and clean and to provide convenient access to food and water. Primary enclosures for dogs and cats shall be in separate rooms, except for the isolation room.

b. Cage/Run Floors. The floor of the primary enclosure shall be constructed to prevent injury to the animals' feet and legs.

- (1) Enclosures may have wire flooring provided that the wire is of adequate gauge to prevent sagging under the weight of the animals, and the mesh is small enough to prevent their feet from passing through.

There shall also be a solid resting surface or surfaces which, in aggregate, are of adequate size to hold all occupants of the primary enclosure at the same time.

- (2) Floors in runs should slope to drain water out of runs and prevent puddling in the runs or walkways. The slope should be of  $\frac{1}{4}$  to  $\frac{1}{2}$  inch per linear foot.
- c. Walls between runs. Solid walls between runs should be at least 4 feet high. The walls shall prevent water and waste material from flowing from run to run and prevent nose to nose contact of animals between runs.
- d. All the surfaces of the primary enclosure must be constructed of a material that is water resistant and can be cleaned and sanitized.
- e. Drainage. Drainage from each run must prevent cross contamination of other runs from urine or feces.
- f. Space Requirements. All primary enclosures shall allow the pet animal to turn around and exercise normal postural movements without touching the sides of the cage. The following minimum space requirements shall be met:

(1) Primary Enclosures for Dogs.

Minimum space requirements:

- (a) Each individually enclosed dog that does not have access to a run or exercise area must be provided a minimum amount of floor space, calculated as follows: Find the mathematical square of the sum of the length of the dog in inches (measured from the tip of the nose to the base of the tail) plus 6 inches; then divide the product by 144 and multiply by 2. The calculation is:  $(\text{length of the dog in inches} + 6) \times (\text{length of the dog in inches} + 6) / 144 \times 2 = \text{required floor space in feet}$ . The maximum required floor space is 24 sq. ft. The minimum floor space is 6 sq. ft.

- (b) Each primary enclosure, in which a dog spends the majority of its day, shall have the following minimum requirements:

X-small dogs up to 10 inches high - 4.5 sq. ft.;

Small dogs up to 16 inches high - 6.0 sq. ft.;

Medium dogs up to 22 inches high - 9.0 sq. ft.;

Large dogs up to 26 inches high - 12 sq. ft.;

Extra large dogs up to 30 inches high - 16 sq. ft.;

Giant breeds over 30 inches high - 18 sq. ft.

The height shall be 1½ times the height of the dog at the shoulder with a maximum height required of 48 inches and a minimum height of 1a inches.

If more than one dog occupies these primary enclosures, space will be figured for the first dog, with each additional dog needing one half of the minimum space required.

These dimensions are not considered to be exercise areas. An exercise area or run is required for each animal housed in such an enclosure. The exercise area or run may be, but need not be contiguous with the primary enclosures specified above. Each dog housed in the specified primary enclosure space must be provided the opportunity to exercise for a period not less than 20 minutes, once daily. An exercise plan is required pursuant to Subsection D2d (2) (h) below.

- (c) If crates are used to house dogs, including weaned puppies, the minimum space requirements are as follows: Dogs, regardless of weight, will have a crate that that is a minimum of the length of the dog from the tip of the nose to the base of the tail, plus 3 inches, shall allow a minimum clearance in height at the shoulder of 3 inches while the dog is standing and shall permit the dog to turn around and lay down. Crates of this size are not to be

used for exercise areas. Crates of these minimum dimensions shall be used to house one dog only.

An exercise area or run is required for animals housed in a crate. Dogs housed in crates shall be provided an opportunity to exercise for a period not less than 20 minutes, once daily. For dogs housed in crates, it is recommended that an opportunity to exercise be provided for a period not less than 20 minutes, three times daily. An exercise plan is required pursuant to Subsection D2d (20 (h) below.

(2) Runs and Exercise Areas for Dogs.

Minimum space requirements:

- (a) The length of the runs and exercise areas shall be a minimum of 3 times the length of the dog from the tip of the nose to the base of the tail; the width shall allow the dog to turn around easily; and the height shall be 1½ times the height of the dog at the shoulders, with the maximum height required of 48 inches and the minimum allowed of 18 inches.
- (b) Indoor/Outdoor runs that have the primary enclosure and the exercise area in combination shall for measuring purposes be considered one exercise run and shall be measured from the extreme inside to the extreme outside for length determination.
- (c) Outdoor or indoor runs used as primary enclosure and exercise area in combination shall be measured from one extreme end for length. The same criteria will apply to free standing runs used for exercise areas only.
- (d) Bitches with puppies shall be provided a whelping box which is large enough for her to lie down on her side with her legs extended, the bitch shall have enough room to leave the whelping box.
- (e) In exigent circumstances, impoundment facilities may provide minimum space which

allows each pet animal to turn around and exercise normal postural movements. These circumstances may not be of a routine nature and must be approved by the Manager.

- (f) Bitches in whelp shall be housed individually prior to whelping. No other dog(s) will be housed with a bitch with puppies.
- (g) Puppies under four months of age shall not be housed in the same primary enclosure with other dogs, unless under direct supervision.
- (h) Dogs housed in primary enclosures or crates described in Subsections C2f (1) (b) and (c) above shall be provided the opportunity to exercise for a period not less than 20 minutes, once daily. For dogs housed in crates as described in Subsection C2f (1) (c), exercise for a 20 minute period, three times daily is recommended. The licensee shall submit a plan to the Manager for approval regarding the methods and time periods the licensee intends to utilize to provide the dog(s) with an opportunity to exercise.

(3) Cats:

<u>Aggregate Weight (lbs)</u>	<u>Area (sq. ft.)</u>
< 2 lbs	2.5
2-5 lbs	3
6-10 lbs	4
>10 but <20 lbs	5

- (a) Primary enclosures with mesh floors are not acceptable.
- (b) Minimum height shall be 21 inches.
- (c) Primary enclosures in cat impound areas shall have solid walls to minimize interaction and cross contamination between unrelated cats.
- (d) Litter boxes to contain feces and body fluids must be provided in sufficient

number, of adequate size, and located so as to enable each cat in the enclosure to access same.

- (e) A queen or queen with litter shall not be housed in the same primary enclosure with other cats.
- (f) Kittens under four months of age shall not be housed with adult cats except a dam or foster dam.
- (g) Primary enclosures housing cats in colonies shall provide a minimum of 10 square feet of floor space per cat over 4 months of age. In addition, a solid resting surface or surfaces must be provided. The resting surface must be high enough so the cat can fit underneath and minimally provide 1.5 square feet of additional space per cat. Kittens over 6 weeks of age and under 4 months shall be provided 7.5 square feet of floor space with an additional square foot of resting surface space that is high enough for the kitten to get underneath. No more than 25 cats may be housed in the same primary enclosure.

(4) RABBITS:

<u>Aggregate Weight (lbs)</u>	<u>Area (sq. ft.)</u>
< 2 lbs	2.5
2-4 lbs	4
5-12 lbs	6
>10 but <20 lbs	8

- (a) The minimum height shall be 14 inches.
- (b) Rabbits shall be housed on a ½ inch by 1 inch galvanized, welded steel grid.
- (c) Primary enclosures housing rabbits in colonies shall provide a minimum of 10 square feet of floor space per rabbit over 4 months of age. Rabbits over 6 weeks of age and under 4

months shall be provided 7.5 square feet of floor space. No more than 25 rabbits may be housed in the same primary enclosure.

(d) A doe or doe with litter shall not be housed in the same primary enclosure with other rabbits.

(e) Cedar shavings shall not be used in or around rabbit enclosures.

(f) No aquariums shall be used to house, store, transfer, board or keep rabbits.

(5) For animals other than those specified above, the primary enclosures shall be consistent with requirements set forth in the rules and regulations specific to that breed or species (e.g.. bird breeder) or as directed by the Manager.

g. Outdoor facilities or portions thereof.

(1) Shelter. Shelter must be provided for all pet animals housed in outdoor primary enclosures to allow the pet animals to remain warm and dry. Such shelter shall be a water resistant structure of suitable size to accommodate the animal(s) and allow retention of body heat and such shelter shall have a water resistant door covering or offset doorways to minimize drafts and be made of durable material with a solid floor raised off the ground. If the pet animal has a choice of immediate access to an interior portion of the facility, shelter need not be provided.

(2) Shade. A shaded area will be provided to all pet animals housed in an outdoor primary enclosure for protection from the direct rays of the sun. The shaded area shall be proportional to the size of the pet animal and shall be positioned so that maximum shade protection is provided. If the pet animal has choice of immediate access to an interior portion of the facility, shade need not be provided as described.

(3) Outdoor runs may be constructed of gravel, sand, soil, or of a solid material such as concrete. Gravel, sand or soil shall be sanitized by removing the soiled material and replacing it when the material is permeated with urine and/or fecal matter that are not removable without removing the material, when the surface is muddy, or when odors are present.

h. Tethering of pet animals is acceptable. If dog houses with chains are used as primary enclosures for dogs kept outdoors, the chains shall have a swivel and be so placed or attached that they cannot become entangled with the chains of other dogs and any other objects. Such chains shall be a minimum of 6 feet in length and of a type commonly used for the size of dog involved and shall be attached to the dog by means of a well fitted, non tightening collar or harness. If tethering is used, a fence perimeter shall surround the entire tethering area to protect the tethered dogs from predators, stray animals and humans.

3. If an after hours drop is provided, it shall meet the requirements of outdoor facilities. Night drop areas may not be used as primary enclosures and animals must be removed and placed in a primary enclosure each day.

#### C. CARE AND FEEDING:

1. General Conditions.

a. Cleaning of pet animal enclosures. Animal wastes shall be removed from primary enclosures daily or more frequently if necessary to prevent contamination of the pet animal and to reduce disease hazards and odors.

(1) Occupied dog runs shall be cleaned and sanitized daily. Animal wastes shall be removed more often if necessary to prevent contamination of the pet animal and to reduce disease hazards and odors.

(2) Occupied cat runs shall be cleaned and sanitized daily. Cross contamination during cleaning of cat isolation and impound areas

shall be minimized by rinsing hands in a disinfectant solution between primary enclosures, minimizing direct contact between cats, minimizing handling of the cats, and taking precautions to prevent contaminating other cats.

- (3) Equipment for isolation rooms must be used exclusively in isolation rooms.
- (4) All occupied other pet animal enclosures shall be cleaned weekly, between animals, or more frequently if necessary.

- b. Other Cleaning. Food and water containers and all other utensils shall be cleaned and sanitized with the use of heat, chemical solution, or a dishwasher using hot water or chemical sanitizing solutions. Pet animal food and water dishes shall be cleaned and sanitized daily or more often if necessary to maintain sanitary conditions.
- c. Waste Disposal. Animal and food wastes, used bedding, debris and any other organic wastes shall be removed from the pet animal facility daily and shall be removed from the premises weekly.
- d. Premises Housekeeping. The building and grounds shall be kept clean, in good repair and free of trash.
- e. Pest Control. All shelters shall be free from infestation of vermin, insects or other pests. Food contaminated by rodents must be discarded.
- f. Supply Storage. Pet food must be kept in waterproof, closed containers or at least 4 inches off the floor. Opened bags of pet food shall be stored in waterproof, closed containers.

#### D. CARE OF PET ANIMALS

- 1. Food and water. Pet animals shall be fed a minimum of once daily, as appropriate for the species, and provided water consistent with the nutritional needs for the age and species, except when under special veterinary care.
  - a. Animal food shall be served in containers and be of such nutritional value necessary to meet the

normal daily nutritional needs for the condition and size of the animal.

- b. Perishable food shall be refrigerated.
  - c. Animal food receptacles shall be safe, in sufficient number, of adequate size and located so as to enable each animal in the primary enclosures to be supplied with an adequate amount of food.
  - d. Animal food and water containers shall be kept clean and sanitary.
  - e. Potable water shall be available to pet animals in clean containers sufficient to prevent dehydration, consistent with the species, except when under special veterinary care.
  - f. Food and water containers shall be accessible to the pet animal and located to minimize contamination by excreta.
  - g. Disposable containers may be utilized if discarded after each use.
  - h. Self waterers may be used if cleaned pursuant to Subsection D.
  - i. The basic diet of birds in the facility shall be based upon the natural needs of each species. Food and potable water shall be made available to the birds at all times.
2. Classification and Separation requirements. Pet animals housed in the same primary enclosure shall be maintained in compatible groups.
- a. Pet animal's exhibition aggressive behavior shall be housed individually and in primary enclosures that prevent them from biting or injuring the public or other animals.
  - b. Pet animals under quarantine or treatment for a suspected communicable disease shall be physically separated from other susceptible animals or the public to minimize dissemination of disease as set forth in Section 1.0 of these rules and regulations.

- c. Pet animals that have reached sexual maturity shall be kept in primary enclosures separate from the opposite sex unless they are spayed or neutered. Birds and reptiles shall be exempt from this separation.

E. VETERINARY CARE/DISEASE CONTROL.

1. Veterinary Services. All pet animal shelters which do not have a veterinarian on staff shall have a written agreement with a veterinarian for services and consultation regarding animal health needs, treatments and disease processes. A copy of such an agreement with non staff veterinarian(s) shall be kept on the premises. This agreement shall be updated each licensing period.
  - a. Pet animals shall be observed daily for signs of injury or disease by the person in charge of the facility or by an employee working under his/her direct supervision. An animal suspected of having an infectious disease shall be placed in an isolation area until the condition is determined to be noninfectious.
  - b. Sick or injured animals must be provided with timely veterinary care, as appropriate for the illness or injury, or euthanized humanely under the supervision of the facility's attending veterinarian, as set forth in these regulations.
  - c. As to animals that die at the pet animal facility, the licensee may wish to refer to S 25-1-612, C. R. S., as amended, and any local ordinance or rules and regulations concerning proper disposal.
2. Disease control Requirements.
  - a. Reporting of Zoonotic Diseases. It is the duty of any person who discovers, suspects, or has reason to believe that any domestic animal belonging to him or in his charge, or belonging to other parties, is affected with any contagious or infectious disease to immediately report such fact, belief, or suspicion to the manager. If, on examination, it is found that the animal is diseased and unfit for food, such animal may be ordered to be killed and disposed by the Manager at the expense of the owner. Reporting requirements exist under § 25-1-662, C. R. S. ,

as amended, as well as possibly other statutes, rules and regulations.

b. Cleanliness. Pet animals shall be protected from exposure to water and chemical solution when primary enclosures, cages, runs, or areas are being cleaned. All primary pet animal enclosures, cages, runs, isolation rooms or areas, etc., which contain pet animal(s) (except fish and amphibians) suspected or being treated for an infectious or transmissible disease shall be cleaned and sanitized each day. Fish and amphibian enclosures shall be cleaned and treated as appropriate for the species.

c. Sale or transfer. Reasonable care shall be taken to release for sale or adoption only those pet animals that are free of undisclosed disease, injury, or abnormality.

G. MOBILE ADOPTIONS. A pet animal facility operation a mobile adoption site must be either licensed as a shelter, or as a pet shop.

H. EUTHANASIA. Euthanasia shall be consistent with techniques approved by the American Veterinary medical Association.

I. SURGERY AREAS.

1. Definitions:

a. "surgery" - the act of incising living tissue; and operative procedure; and/or a room or facility where an operative procedure is done.

b. "aseptic surgery" - surgery performed in ways or by means sufficiently free from microorganisms so that significant infection or suppuration do not occur.

c. "major surgery" - any surgical intervention that penetrates and exposes the body cavity; any procedure that has the potential for producing permanent physical or physiological impairment; and/or any procedure associated with extensive transaction or dissection of tissue.

2. If a major surgery is conducted, the following shall be required:

- a. There shall be a separate room for aseptic surgical procedures only. The room must be a closed, single purpose room for the performance of only aseptic surgical procedures.
- b. The room must be constructed and equipped such that cleanliness may be maintained.
- c. The floor, walls and ceilings must be washable and water resistant.
- d. Doors must be well fitted and kept closed. Traffic shall be kept to a minimum.

#### L. FOSTER HOMES INSPECTIONS.

1. The licensee shall inspect each of its foster homes at least once a year, with a record of those inspections kept at the address specified in the license application.
2. The Manager may, upon request or administrative search warrant, may access to any part of a foster home in which fostered pet animals are kept.

#### M. RECORD REQUIERMENTS

1. Records shall be kept for each pet animal impounded, accepted as owner surrender or otherwise acquired. These records shall include the date acquired, description and identifying characteristics (if available), including species, breed, color, age, and sex, any background information, reason for impoundment, relinquishment, veterinary care, disposition and date of disposition as appropriate. Each pet animal shall have individual records. Each animal shall be identifiable through cage/run cards, identification (if appropriate for the species).
2. Foster Homes. If foster homes are used, records including the foster agent, address or the foster home and specific information (listed #1 above) on animals fostered shall be kept for each foster home.
3. Euthanasia records. Records of each animal euthanized shall be kept, including reference to animal euthanized, method, and dosage as appropriate.

4. Record accessibility. All required records shall be made available to any inspector authorized by the Department at any reasonable time during regular business hours.
5. Veterinary Services. The staff veterinarian's license or a copy of all written agreements with a licensed veterinarian(s) shall be available.

Adopted by the Board of Environmental Health at its regular meeting of October 9, 1997.