

**City of St. Helens**  
*Consent Agenda for Approval*

**ANIMAL FACILITIES**

The following facilities have been inspected by City of St. Helens Police Department and are recommended for approval of an Animal Facility License:

<u>Owner Name</u>	<u>Location</u>	<u>Purpose</u>
Patricia Hopkins	58929 Alexandra Lane	Multiple Dogs



## ST. HELENS POLICE DEPARTMENT

150 S. 13<sup>th</sup> Street, St. Helens Oregon 97051  
Office (503)397-3333 FAX (503)397-0619

Brian Greenway  
Chief of Police

On Friday November 17th at approximately 11:20 hours, I met with Patricia Hopkins at her residence at 58929 Alexandra Ln, St Helens OR 97051 to conduct a prescheduled Animal Facility License inspection. This inspection is to ensure the premise is in compliance with Ordinance 6.04.080, OAR 609.415, OAR 609.420, OAR 603-015-0025 through 603-015-0065. Included with her application was her liability insurance information from Allstate Insurance ( ) and Rabies certificate for all animals listed on application.

I noticed that Patricia's home is a single-family home in a residential neighborhood. Patricia explained to me that the facility license is to allow her and her family to have a larger number of dogs at their residence, not to run a shelter or boarding service. Patricia has a total of six family dogs, all who appeared to be well groomed and in good health.

I saw the residence had a very spacious backyard that was encircled with a sturdy wooden fence surrounding the house. The wooden fence appeared to be in good condition with no space for dogs to escape. This outdoor space has adequate runoff to prevent water pooling. Patricia told me that the dogs are allowed to be inside and out as they please.

Patricia invited me into their home. The dogs all appeared to be well mannered and did not appear to be aggressive. They all had Columbia County Issued dog licenses. The home has working electricity, potable water, and a washing facility to keep the animals clean. The home was a comfortable 70 degree. The food was stored in a sealed plastic container to prevent vermin infestation. The food and water bowls are lifted slightly off the floor and the animals are fed twice a day. Patricia explained to me that the dogs mainly stay in the living room have clean beds and crates for when they go to bed.

The house and yard were clean and orderly. Patricia told me she cleans up feces regularly, disposing of it into the garbage. Patricia explained to me she does take care of her animals and takes them to veterinary care when needed.

I am not aware of any recent complaints received by SHPD regarding noise, odors, stray animals, or other Ordinance Violations regarding Patricia or her residence. In my opinion, I think Patricia Hopkins and family should be granted the Animal Facility License.

Code Enforcement Officer

Everardo Medina

# City of St. Helens

265 Strand Street • St. Helens, OR 97051 • 503-397-6272

Application Fee: \$40.00

## Animal Facility License Application

St. Helens Municipal Code Chapter 6.04

If you own any of the following inside the city limits, you must have an Animal Facility License:

- More than 3 adult dogs; or
- More than 3 adult dogs and one litter of puppies; or
- More than 3 adult hens and/or ducks and 6 chicks or ducklings under 9 weeks; or
- More than 3 adult rabbits and/or 1 litter of bunnies under 9 weeks; or
- An exotic animal

**Complete the application and return to the above address with the fee, copies of your dogs' licenses and a copy of your homeowners insurance.** You must list each animal separately in the space provided below that you intend to keep at your facility. Your facility, including perimeter fence if required, must be inspected before your application will be forwarded to the City Council for action. The Police Department will contact you within 10 days of application to schedule an inspection. The application fee is \$40 for a two year license and must be renewed prior to expiration.

If your application is denied, you have two options to obtain compliance: 1) You meet the requirements for an animal facility license; or 2) you have only allowed animals on your property. Once you can prove that you are in compliance for a license, we can seek approval by the City Council. If you have eliminated the need for an animal facility license, you may request a refund of the application fee.

Address at which animal(s) will be kept:				
Applicant Information			Alternate Contact/In Case of Emergency	
Name: <u>Patricia Hopkins</u>			Name: <u>DAVE Hopkins</u>	
Mailing address: <u>58929 Alexandra Ln.</u>			Mailing address: <u>58929 Alexandra Ln</u>	
City/State/Zip: <u>St. Helens OR 97051</u>			City/State/Zip: <u>St. Helens, OR 97051</u>	
Cell phone: _____				
Home phone: _____				
Email: _____			Day/time of week that works best for you: _____	
List each animal to be kept at the above address (attach additional paper if more than 6 animals)				
Species/Breed	Name	Sex	Age	County Dog License Expiration Date
1. Dog / Chihuahua	<u>Penny</u>	<u>F/spayed</u>	<u>12 yrs</u>	<u>SEE</u>
2. Dog / Chihuahua Mix	<u>Duchess</u>	<u>F/spayed</u>	<u>9 yrs</u>	<u>Attached</u>
3. Dog / Chihuahua Mix	<u>MAY</u>	<u>M/neutered</u>	<u>4 yrs</u>	
4. Dog / Chihuahua	<u>Joey</u>	<u>M/neutered</u>	<u>10 yrs</u>	<u>Document</u>
5. Dog / <del>Lab</del> Pom.	<u>Wally</u>	<u>M/neut.</u>	<u>5 yrs</u>	
6. Dog / Lab Mix	<u>Scout</u>	<u>M/neutered</u>	<u>2 yrs</u>	
Veterinarian Information				
Name: <u>Dr. Freeze</u>			Phone: <u>503-397-6470</u>	
Address: <u>34453 McGary Lane</u>			City/State/Zip: <u>Warren OR 97053</u>	
Liability Insurance Information				
Agent's Name: _____				
Insurance Compa: _____				
Attach a copy of the policy indicating applicant is covered while maintaining the described animal(s).				

### AUTHORIZATION

I, Patricia Hopkins, understand that I am applying for an animal facility license to keep the above listed animal(s) at 58929 Alexandra Ln, St. Helens, Oregon. I have read Municipal Code Chapter 6.04 Animal Control Code, and fully understand my obligation as an animal owner and facility operator and agree to comply with the Code and applicable county, state and federal laws. I further understand that this license, if approved, is valid for a period of two years and must be renewed prior to expiration.

Patricia Hopkins  
Applicant Signature

10-31-23  
Date Signed

### FOR OFFICE USE ONLY

Date received: <u>11/2/23</u>	Officer assigned: <u>COE Everardo Medina</u>	Date forwarded to City Recorder: <u>11/20/23</u>
Received by: <u>Lisa</u>	Date/Time of inspection: <u>11/17/23, 11:20am</u>	Council meeting date: <u>12/6/23</u>
Receipt No.: <u>R00225413</u>	Officer recommendation:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Dated forwarded to PD: <u>11/3/23</u>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny	If approved, date license issued:
Forwarded by: <u>Lisa</u>		Expiration date: