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REPLACES ALL PRIOR VERSIONS

**An Overview of Regulation 151 and Relative Acts Governing Pet Shops, Animal Shelters
and Dog Pounds**

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The following is a brief summary of some of the key points in Regulation 151 and other acts that are important when operating a pet shop, animal control shelter, or animal protection shelter. Remember that the following are just general guidelines. Some of the recommendations given here, while commonly used and accepted, are not specific to the regulation. Please read the regulation for a full and complete understanding of the basic requirements.

Licensing, Registration, Animal Tags, and Records

Rule 1

Euthanasia, if done, must be done humanely. The American Veterinary Medical Association's *Guidelines for Euthanasia* are held as the national standard for humane euthanasia of animals. The Michigan Department of Agriculture and Rural Development (MDARD) expects pet shops and shelters to follow these guidelines when conducting euthanasia.

Rule 11 & Rule 12

A license is required to operate a pet shop* or a shelter. To apply for a license, an applicant must complete and submit the application to the MDARD. Please note, the application for an animal control shelter must be signed by the chairman of the board, city manager, or mayor of the municipality where the shelter will be located. The application for an animal protection shelter must be signed by the president of the organization.

An applicant must read the associated rules and regulations governing pet shops and animal shelters, and sign the statement on the application that they have read the requirements and agree to comply with them. This must be done before submitting the application. The application form, along with a copy of the applicable standards, may be obtained at www.michigan.gov/mdard or by contacting the Michigan Department of Agriculture and Rural Development, Animal Industry Division at 1-800-292-3939.

The prospective shelter or pet shop will need to pass a pre-licensing inspection in order to obtain a license. If standards are not met at the pre-licensing inspection, the applicant will be given written notification of the correction(s) that need to be made prior to the license being issued.

The license cannot be transferred to another person or location. MDARD must be notified promptly when any of the following occur: if there is a change in management, location, or business name; if there are any building or structural changes; if new additions to the pet shop or animal shelter at the present location are made. Structural changes, changes in location, and new additions must pass an inspection before animals may be housed in them. In addition, a new license may be needed.

*Currently, as of August 2009, the licensing of pet shops by MDARD is suspended.

Rule 13

Records for each animal passing through a pet shop or animal shelter must be maintained and kept for two years from the date of disposition and must be made available to MDARD representatives. Records must include:

Intake records

- Name and address of the person surrendering the animal to the shelter (transfer facility, finder, or owner) or selling the animal to the pet shop. A phone number and other contact information (email) is also advised.
- Date the animal is acquired by the shelter/pet shop.
- Description of the animal including breed, sex, color, weight, and age.
- For strays taken to shelters, it also is advised to obtain the address/location where the animal was found.

Disposition records

- Description of how the animal left the shelter or pet shop (e.g. died, adopted, transferred, returned to owner, sold).
- Date the animal left shelter or pet shop.
- Name, address, and phone number of the receiver (transfer facility, owner, adopter, purchaser).

Facilities and Operations

Rule 21

A structurally sound building is required. Both hot and cold running potable water are necessary.

Rule 22

1. Food should be stored off the floor in a dedicated room, building, cabinet, or other approved area that will keep out mice and other vermin. Open food, including treats, must be in covered, washable containers. Refrigeration shall be available if you have partially consumed cans of food, or other such perishable items.
2. A way to dispose of animal wastes, and a freezer or refrigerator to store dead animals, are required, or other arrangements must be made. Dead animals must be disposed of per the Bodies of Dead Animal Law (1982, PA 239, as amended).
3. A washroom facility with soap, for personnel and visitors, is required.
4. All floors, walls, and ceilings in the building must have a waterproof rigid surface (e.g. metal, fiberglass, tile, glass, or a surface sealed with an acceptable sealant [e.g. polyurethane, tri-polymer, epoxy]). Sealed cement and concrete block with epoxy paint are used by many facilities. Wood or cement may be used only if properly sealed.

5. Drains shall be in place to allow rapid elimination of water when cleaning or in case of flooding. There should be no pooling of water.

Rule 23

Heating and/or cooling systems are necessary to keep the temperature comfortable for the animals. Ventilation must be such that there are no drafts, odors, or moisture condensation. Humidity should stay between 30 percent and 70 percent. The general ventilation guideline for animal rooms is 10-15 fresh air changes per hour. Ample light so that all areas of the building and animal enclosures can be easily examined is necessary. Any lights in animal areas shall have covers, such as protective sleeves for fluorescent bulbs.

Rule 24

Outside facilities must provide shade from the sun and shelter from rain or snow, either via a dog house or direct access into the pet shop or animal shelter. If a dog house is used, dry bedding must be supplied when the temperatures reach below freezing. The outside facility must also have suitable drainage; there can be no standing water. Facilities with only outdoor housing will not be approved for a shelter license.

Rule 25

Primary enclosures for animals must be waterproof, structurally sound, and have no protrusions that could injure animals. Animals must be kept clean and dry and have access to food and water. Enclosures must be large enough for the animals to stand up, turn around, lie down, and stretch out comfortably. The general recommendations are:

- Cats less than or equal to nine pounds (4kg) need at least three square feet of floor spacer per cat and must be at least 24" in height, floor to ceiling.
- Cats more than nine pounds (4kg) need at least four square feet of floor space and must be at least 24" in height floor to ceiling.
- Dogs less than 30 pounds (15kg) need eight square feet of floor space per dog.
- Dogs 30-65 pounds (15-30kg) need 12 square feet of floor space.
- Dogs greater than 65 pounds (30+kg) need a minimum 24 square feet of floor space.

These guidelines should be considered minimum standards.

Cats need litter in a litter box. When figuring minimum floor space, the space taken up by the litter box is subtracted from the floor space and enclosure. When there is more than one cat in an enclosure, resting perches are required.

Intact males and females should not be housed together in the same enclosure.

Rule 26

If dog houses with chains are used as part of the housing, the chain must be attached to a well fitted harness or non-choke collar designed for tethering, cannot become entangled, and must be

at least three times the length of the dog from the tip its nose to the base of its tail, to allow for exercise and access to the dog house.

Perimeter fencing must also be in place for any areas where animals are left unattended outdoors. The areas may include play areas, outdoor portions of indoor kennels (e.g. guillotine style), etc. The fencing must prevent people, wandering stray animals, and wild animals from being able to gain access to the animals housed within. In most cases, this will require a double fence.

Animal Health and Husbandry

Rule 31

Cats and dogs need to be fed at least once a day, or as is appropriate for the age of the animal, with adequate amounts of palatable, nutritious food. Water needs to be provided at least twice a day for at least an hour each time. All food and water dishes must be washed and sanitized as needed to keep them free of organic material and prevent disease. There should be an area to wash these dishes.

Rule 32

Feces and urine need to be removed from the cages as necessary to prevent the animals from becoming soiled and to prevent odors. Animals must be removed during cleaning when the cages are sprayed out with hoses. The animals must not be allowed to come in contact with the dirty water.

Rule 33

All areas of the building must be kept clean and sanitized and in good repair. A protocol must be in place to control and prevent pests.

Rule 34

All animals placed in the same enclosure must be of the same species and age group. Puppies and kittens cannot be placed with adult animals other than their mothers. Sick animals must be kept in a separate room from healthy animals to avoid disease transmission. Aggressive animals should be placed in their own enclosures.

Rule 35

Enough employees to maintain compliance with these regulations are required and expected.

Rule 36

The services of a veterinarian must be retained and his or her name must be listed on the application for license or registration. The MDARD'S, Animal Industry Division must be notified if a change in veterinary services occurs. A veterinarian shall be consulted promptly whenever there is an ill or injured animal. Protocols may be developed with the aid of a veterinarian, to treat specific symptoms.

Rule 41

Vehicles used to transport animals must protect the animals from the elements, provide adequate ventilation, and be structurally sound to prevent injury to animals. Animals must be transported in compatible groups of the same species. In addition, the transport enclosure must be kept clean and must be of sufficient space to allow the animals to move freely (turn around, lie down, and stand up).

Please be aware that 1969, PA 287, as amended (Pet Shops, Dog Pounds, and Animal Shelters), states that a pet shop owner cannot import or offer for sale puppies or kittens under eight weeks of age and they must have teeth visually present. Also, cats and dogs that have not been properly vaccinated and treated for internal and external parasites may not be imported. Furthermore, a health certificate issued within the last 30 days and signed by a licensed veterinarian certifying the animal to be free of communicable disease must be provided to the purchaser. This certificate needs to include the date and type of vaccinations and treatments given.

1994, PA 358 (Ferrets) legalized the sale and ownership of ferrets in Michigan. This act states that a ferret cannot be imported before six weeks of age and must be vaccinated against distemper. All ferrets in Michigan over 12 weeks of age must also be vaccinated against rabies by a licensed veterinarian. The person selling the ferret must also provide a Ferret Health Advisory Sheet to the purchaser. Ferrets must be fed at least once per day and have water AVAILABLE AT ALL TIMES. Additionally, the cage needs to provide adequate ventilation and must be cleaned as necessary to minimize odors.

Again, this is just a brief overview of the regulations concerning the operation of pet shops and animal shelters in Michigan. Please review Regulation 151 and the associated laws and for more information. If you have any questions concerning the regulations and how they affect you or your business, please contact the Michigan Department of Agriculture and Rural Development, Animal Industry Division, at 1-800-292-3939.