

**Procedure for**  
**Barking Dog & Disruptive Animal Complaints**

In order to assist River Heights City residents in resolving the problem of Barking Dogs and Disruptive/Nuisance Animals (5-2-5), a detailed explanation of the process and procedures is offered by River Heights City, Utah.

**Summary**

- 1. All complaints** regarding noise from Barking Dogs and other Disruptive animals should be directed to the Cache County Sheriff's Office Animal Control.
- 2. FIRST offense within 60 day period:**
  - a. Complainant will be advised to maintain a log of future disturbances.
  - b. Animal Control will verify compliance with Licensing and Vaccination Ordinance(s) and issue needed citation.
  - c. Animal Control will issue a "Courtesy" warning and require that the owner of the animal comply immediately with the Nuisance Animal Ordinance.
- 3. SECOND offense within 60 day period:**
  - a. Complainant will be asked to sign a complaint/affidavit and be advised to maintain a log of future disturbances.
  - b. Animal Control will verify compliance with Licensing and Vaccination Ordinance(s) and issue needed citation and may impound the animal for non-compliance.
  - c. Animal Control will issue a citation for failure to comply with the city Nuisance Animal Ordinance and require that the owner of the animal comply immediately.
- 4. THIRD offense within 60 day period:**
  - a. Complainant will be asked to sign a complaint/affidavit.
  - b. Animal Control will issue a citation for failure to comply with the city's Animal Control/Nuisance Animal Ordinance and impound the offending animal.

**Detailed Procedures to be used by the Cache County Sheriff's Animal Control  
Department in enforcement of River Heights Nuisance Animal Ordinance.**

Animal Control will log the complaint and notify the responding officer of the number of complaints regarding the particular animal within a prior sixty (60) day period.

- **First offense within 60 day period:** The responding officer will make his/her best attempt to contact the owner of the offending animal.
  - If the owner of the animal cannot be located, the responding officer will place a “COURTESY” warning in a highly visible location near or on the entrance of the residence.
  - If contact is made;
    1. the officer will contact the complainant in person or by phone and advise them to voluntarily maintain a log (available from River Heights City offices and Website);
    2. upon making contact with the owner of the animal, the officer will ascertain whether the animal is licensed (23-5-101) and current on all rabies vaccinations (23-4-102). If the animal is not in compliance with requirements for proper licensing and/or vaccination a citation will be issued for the offense and the owner will be given fourteen (14) days to bring the animal in compliance with the law; and.
    3. the officer will issue a “COURTESY” warning to the owner with regard to the Barking or Disruptive Noise being cause by the animal. The owner will be asked to IMMEDIATELY remedy the situation with the disruptive animal and will be advised that future complaints may result in the issue of a citation and eventual impounding of the animal.
- **Second offense within 60 day period:** The responding officer will first obtain a signed/sworn affidavit, complaint from the complainant. (*The complainant should be advised that should an issued citation be contested, the complainant may be asked to testify in court.*) The responding officer will then make his/her best attempt to contact the owner of the offending animal.
  - If the owner of the animal cannot be located, the responding officer will place a CITATION in a highly visible location near or on the entrance of the residence.
  - If contact is made;
    1. the officer will again ascertain whether the animal is licensed (23-5-101) and current on all rabies vaccinations (23-4-102). If the animal is not in compliance with requirements for proper licensing and/or vaccination and is outside the fourteen (14) day “grace period” allowed during the First

Offense, a citation will be issued for the offense and an additional (14) days will be given to the owner to bring the animal into compliance with the law. The Animal Control office will then advise River Heights City that a Final citation has been issued for non-compliance with licensing and/or vaccination requirements. If the owner continues to fail to comply with licensing and/or vaccination requirements after fourteen days of the issued citation in the matter, River Heights City will then request that Animal Control Impound the animal; and

2. upon making contact with the owner of the animal, the officer will issue a citation for failure to comply with the “Nuisance Animals” (5-2-5 (G)) Ordinance. The owner will be asked to IMMEDIATELY remedy the situation with the disruptive animal and will be advised by the officer that a Third Offense within a sixty day period will result in the animal being impounded.
- **THIRD offense within 60 day period:** The responding officer will first obtain a signed/sworn affidavit, complaint from the complainant. (*The complainant should be advised that should an issued citation be contested, the complainant may be asked to testify in court.*) The responding officer will then make his/her best attempt to contact the owner of the offending animal.
    - If the owner of the animal cannot be located, the responding officer will place a CITATION for failure to comply with the “Nuisance Animals” (5-2-5 (G)) Ordinance in a highly visible location near or on the entrance of the residence and attempt to impound the animal. If the animal cannot be impounded for whatever reason, the officer will return in successive days until the animal is impounded.
    - If contact is made, the officer will issue a citation for failure to comply with the “Nuisance Animals” (5-2-5 (G)) Ordinance and impound the offending animal.

Upon the issuance of a Second Citation for a Third Offense within a sixty day period, Animal Control will notify River Heights City that the animal has been impounded.