

**ADDITIONAL PET VARIANCE APPLICATION**  
**FEE: \$75.00**  
**Non-refundable**  
 Make check payable to: City of Altoona

## ADDITIONAL PET VARIANCE APPLICATION

The City of Altoona’s City Ordinance 6.08.075 indicates that no individuals living together in one household, nor any business shall keep more than two (2) dogs and three (3) cats over the age of five months at any household or place of business at one time. The police chief or his/her designee may grant an exemption to the provisions of this ordinance by allowing additional dogs and/or cats where it is determined no nuisance is created. The additional pet variance, if approved, is valid for five (5) years and re-application is necessary if more than two (2) dogs and three (3) cats are kept at any household or place of business at one time.

**INSTRUCTIONS** to apply for an Additional Pet Variance to keep more than two (2) dogs and/or three (3) cats:

1. Complete this form
2. **Provide written proof of current rabies vaccination certificate\***
3. Provide a photo of each pet
4. Pay \$75 fee to City of Altoona
5. Submit the documents listed above and \$75 to:  
 Altoona City Hall, 1303 Lynn Avenue, Altoona, WI 54720.

*\*Includes the veterinarian’s name, date vaccination was given, date the vaccination expires, name of the vaccine manufacturer and the serial #*

APPLICANT INFORMATION	
<b>Applicant’s name:</b>	Please print
<b>Applicant’s phone #:</b>	
<b>Applicant’s email address:</b>	
<b>Address where pets will be housed:</b>	
<b># of pets for variance:</b>	

PET INFORMATION								
Pet’s Name	Pet’s Breed	Pet’s Color(s)	Pet’s Age	Female or Male?	Spayed or Neutered?	Rabies Tag #	Date Rabies Vaccine Given	Pet’s Microchip ID #

By affixing my signature below, I understand that if the Additional Pet Variance is approved, it is valid for five (5) years and that I must re-apply before its expiration. Furthermore, I understand that **I must re-apply if I want to replace any of the pets listed above.** I acknowledge that I will license each pet according to *Wisconsin Statute 174.05.*

<b>Applicant’s Signature:</b>	<b>Date:</b>
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If the variance is approved, the Altoona Police Department will notify the City Clerk. The City Clerk will notify the applicant. If you have any questions regarding the Additional Pet Variance Application process, please contact the Altoona City Clerk at 715-839-6092 or cityhall@ci.altoona.wi.us. Dog License Applications and instructions for submittal can be found on the City’s website at:  
[https://www.ci.altoona.wi.us/webfiles/fnitools/documents/dog\\_license\\_application.pdf](https://www.ci.altoona.wi.us/webfiles/fnitools/documents/dog_license_application.pdf)

Staff USE ONLY   Staff, please initial and record date of each step. Thank you!						
App Reviewed by Clerk	Cash/Ck #	Receipt #	Emailed to PD	Approved by PD	Denied by PD	Applicant Notified

Acct Code: 100-00-44120-000-000 | Memo line: "Additional Pet Variance"

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