



OUTDOOR PET LICENSE APPLICATION

Village of Riverside | 27 Riverside Rd. Riverside, IL 60546 | P: 708-447-2700 | F: 708-447-2704

I/We, the undersigned, hereby make application for license under and by virtue of the Ordinances of the Village of Riverside for keeping outdoor pets on private property. This license is only required if pets are regularly kept outdoors. This license does not apply to dogs, cats, hens, or bees, which require separate Village of Riverside licenses. See Section 6-2-13 of the Village Code (attached) for the full list of standards and requirements related to this license.

☐ New License (the Village will notify owners of adjacent property)

☐ License Renewal

PROPERTY INFORMATION

Property Owner(s)/Licensee: _____

Applicant Name(s)/Licensee (if different): _____

Property Address: _____

Mailing Address (if different): _____

Phone #: _____ Email Address: _____

LIST OF OUTDOOR PETS

Total Number of Outdoor Pets (**up to 5 permitted**, not including dogs, cats, or hens): _____

Note: Licensees who can document that they owned more than 5 outdoor pets at the time the Outdoor Pet Keeping Ordinance was approved (July 17, 2025) may continue to keep those pets outdoors but shall not acquire any new pets that are kept outdoors until such time as they are below the limit of 5 outdoor pets. The burden of proof of ownership of the outdoor pets prior to the date of approval of the Ordinance is on the licensee.

List each outdoor pet (name and species) (example: Cookie, cockatoo)

_____ ; _____ ; _____ ;

_____ ; _____

List any additional outdoor pets (name and species) **above the limit** of 5 outdoor pets (see note above):

_____ ; _____ ; _____ ;

_____ ; _____ ; _____ ;

_____ ; _____ ; _____ ;

_____ ; _____ ; _____ ;

ADDITIONAL INFORMATION & FEES

- A) For licensees with more than 5 outdoor pets, documentation that the licensees owned and kept more than 5 pets outdoors at the time the Outdoor Pet Keeping Ordinance was approved (July 17, 2025) is required.
- B) Proof of any vaccinations required by Cook County must be submitted with application for a new license and with the annual application for a license renewal.
- C) If any structures, enclosures, or other improvements (such as a pond) are being added to the property, a separate building permit may be required. Contact the Community Development Department at 708-447-1241 or permits@riverside.il.us for further information.
- D) The license will be valid for one year after the date of approval.
- E) A nonrefundable license fee in the amount of \$100 must be submitted with the application for a new license.
- F) The license shall be granted on an annual basis and presumptively renewed upon the submittal of a license renewal application and at a cost of \$25 dollars per the conditions set forth in Section 6-2-13 of the Village Code.

STANDARDS AND CONDITIONS OF APPROVAL

- A) All outdoor pets shall be kept entirely confined on the licensee's property.
- B) Structures or enclosures used for sheltering outdoor pets shall be permitted only as an accessory to a single family detached dwelling, located in a rear yard, be at least 30 feet from any other dwelling, set back at least 15 feet from all property lines, and not be visible from the street.
- C) Structures and enclosure are limited in size to the maximum size allowed for other accessory buildings.
- D) Structures used for sheltering outdoor pets and all other areas of the property shall be kept clean, sanitary, and reasonably free from all refuse and waste. All refuse and waste shall be disposed of in a clean and sanitary fashion.
- E) All feed shall be kept in rodent proof containers until put out for consumption by the outdoor pets.
- F) Odors from outdoor pets shall not be perceptible at the boundaries of the property.
- G) Noises from outdoor pets shall not be loud enough to annoy or disturb the comfort, health, peace, or repose of reasonable persons of ordinary sensibilities.
- H) This license does not apply to animals that are prohibited per Section 6-2-1 of the Village Code or by any County, State, or Federal statute.
- I) No licensee shall keep outdoor pets in a manner that violates any local, state, or federal statute.

I/We hereby certify that the information contained in this application for an Outdoor Pets License is true and correct, that I/we am/are authorized to sign this document of behalf of this property owner; further that any false penalties provided for by law. I/We further state that we understand all the Ordinances of the Village of Riverside and the laws of the State of Illinois and the laws of the United States of America in the conduct of the place of keeping outdoor pets described herein.

Note: This is an application for keeping outdoor pets (other than dogs, cats, and hens) and it is understood that pets cannot be kept outdoors until a license is issued by the Village Clerk of the Village of Riverside, Illinois.

Signature of Applicant/Licensee: _____ Printed Name: _____

Date: _____