



MARIN COUNTY OPEN SPACE DISTRICT GUIDELINES FOR DOG PERMIT PROGRAM

Thank you for your interest in Commercial Dog Walking on Marin County Open Space lands. The following provides basic information along with the requirements to apply for and operate under a District-granted Special Use Permit for Commercial Dog Walking.

BACKGROUND

Responding to commercial dog walking on Marin County Open Space District (District) lands in 2002, The Board of Directors passed a resolution amending the District's Management Policies to clarify the issuance of permits for commercial use. The Board also approved conditions for commercial dog walking permits on District managed lands.

Under these policies anyone intending to walk dogs for a commercial purpose on lands managed by the District must first acquire a permit issued by the District General Manager.

The purpose of this permit is to assure commercial dog walkers comply with all permit conditions and District regulations for commercial use and dog control. The Board approved specific permit requirements regarding use periods, locations, dog behavior, insurance, and more.

BASIC GUIDELINE

Any persons wishing to walk dogs for commercial purpose on District property shall first acquire from the District a Special Use Permit for Commercial Dog Walking ("Permit") according to a protocol established by the District. **The fee for each permit is \$150.00.** Please make checks payable to the Marin County Open Space District.

TERMINOLOGY

Special Use Permit for Commercial Dog Walking: A permit issued to professional dog walkers or to the owner(s) of a dog-walking business. Permits will be valid for one (1) year from the date of issuance.

Commercial Use Permit Conditions: An addendum to the Special Use Permit with specific guidelines giving the permit holder permission to walk dogs, providing they abide by the provisions of the permit and its conditions.

Identification Vest: An ID Vest issued by the District that must be possessed and worn by the permit holder while walking dogs for a fee on District property. The ID Vest will serve to identify the permit-holder and to verify that the vest wearer has a valid Commercial Use Permit with the District. Each ID Vest is distinctly numbered. The ID Vest will remain the property of the District and may be revoked and recovered by the District. **The deposit per each vest issued is \$20.00.**

Dog Permit Application Package: An application packet which includes the following:

Guidelines for Dog Permit Program

Commercial Use Permit / Application (see Attachment A)

Permit Conditions for Commercial Dog Walking (see Attachment B)

Open Space Rules and Regulations - excerpts (see Attachment C)

Commercial Dog Walking Permit Locations (see Attachment D)

Example of District Insurance Requirements (see Attachment E)

Professional Dog Walker: A person who brings a dog or dogs onto District property for a fee and who has undertaken the responsibility to care for and control the dog(s) in their company.

PERMIT PROCEDURE

Permit Application: A Dog Permit Application Package ("Package") described above will be available. Applicant(s) will follow this general procedure:

- 1) Applicant(s) will obtain a permit application package from District sources.
- 2) Applicant(s) will complete and return the *Dog Permit Application* and all required items to the District offices at the Marin County Civic Center, 3501 Civic Center Dr., Room 260, San Rafael, CA.
- 3) Within 30 days following submission, review and approval of required items, payment of fees, and signing the Permit, applicant(s) will be contacted to set an appointment to meet with District Ranger staff. Each permit applicant must personally meet with a designated District Ranger to review permit conditions and receive a copy of their valid permit and required ID vest(s).

When receiving an approved *Special Use Permit for Commercial Dog Walking*, the Permit applicant agrees to abide by *the Commercial Use Permit and Conditions*, applicable sections of the *Dog Permit Guidelines*, *the Marin County Open Space District Land Use Regulations*, and approved *Dog Walking Permit Locations*.

Modifications of Permit Conditions: The General Manager or his/her designee may immediately and without notice modify permit conditions for matters of safety (human or animal) or critical resource protection. For other modifications, permit holders will be notified at least thirty days in advance of the proposed modification(s) taking effect.

DOG WALKING LOCATIONS

Fire Roads Open To Commercial Dog Walking: Only specific Open Space Preserves, entry points and fire roads will be available for Commercial Dog Walking. A list of fire roads is included in the Dog Permit Application Package (Appendix D). Maps of these locations can be found on the District's web site: www.marinopenspace.org – select "Maps".

Permit holders are expected to use good judgment to prevent overcrowding at locations open for their use. If a site is already being used or crowded with other users, permit holders will divert to an alternative location or delay their use until the site clears. The District reserves the right at its discretion to close areas to Commercial Dog Walking when in our judgment a site is being over-used.

PERMIT REVOCATION

Revocation of Dog Walking Permits: Per the *Permit Conditions for Commercial Dog Walking*:

“Excessive complaints about a Permittee's use of District lands for commercial dog walking, or non-compliance with permit conditions may warrant canceling or suspending the permit, at the District's discretion.”

The District reserves the right to revoke permits based on complaints, violations, expired insurance or other issues.

Surrender of Permit for Revocations: Upon revocation of the permit, the Permit-holder will surrender the permit and all identification vests to District, immediately, by mail or in person.

Appeals: Permit-holders, who have had their permit revoked, may appeal to 1) the Open Space District General Manager and if not reinstated then 2) the District Board of Directors.

MARIN COUNTY OPEN SPACE DISTRICT

COMMERCIAL USE PERMIT – Dog Walking

To the Applicant:

Fill out this form if you are seeking permission to conduct any commercial activity on District land that may not be considered a low-impact recreational use of Open Space. Before signing this permit, read the Marin County Open Space District Code, Commercial Use Policy and any special conditions associated with the activity to become familiar with Open Space Regulations (available on our website: www.marinopenspace.org). Please remember: no open fires or flames are allowed and be sure to pack out all litter. Return this completed application to (and make checks payable to):

Marin County Open Space District • 3501 Civic Center Drive, # 260 • San Rafael, CA 94903 • (415) 499-6387 and FAX (415) 499-3795 (Please use blue ink to complete this application)

APPLICANT INFORMATION

- 1. Name: _____ 2. Driver's License #: _____
3. Organization/ Company: _____
4. Address: _____
City, State, Zip Code: _____
5. Telephone #: _____ 6. Fax #: _____
7. Business License #: _____ (attach a copy)

DESCRIPTION OF ACTIVITY

- 8. Preserve Name/Location: Per List Of Locations Approved For Commercial Dog Walking
9. Type of Commercial Activity: [] RUNNING [] PICNIC [] VEHICLE ACCESS [X] DOG WALKING [] KAYAK
OTHER (list activity): _____
10. Dates(s) and Time of Activity: Monday-Friday, 10 AM- 4 PM 11. # of Participants (Vests): _____
12. Briefly describe the activity (include location within preserve, equipment, etc.): Commercial Dog Walking
13. What assistance will you require from District Rangers if any? (Unlocking gates, etc.): None

ACCEPTANCE BY APPLICANT

The above stated applicant hereby assumes and agrees to protect, save and hold harmless and indemnify the County of Marin and the Marin County Open Space District its officers, agents and employees from any and all claims, liabilities or causes of action, including claims for injuries and death to persons or damage to persons or property arising out of or in connection with the activity within the above stated facility, preserve or area.

By their signature the applicant understands that issuance of this permit shall not create any entitlement to re-issuance of any permit to applicant after the expiration of the permit period, or after any earlier revocation of the permit.

By their signature applicant agrees to abide by all rules, permit conditions and other District directions related to their use of Open Space managed property.

Signature: _____ Date: _____

APPROVAL BY DISTRICT

This application has been approved subject to any additional conditions attached:

Signature: _____ Date: _____

Title: _____ Permit #: _____

HIGH FIRE DANGER / RED FLAG DAY CANCELS ALL EVENTS &/OR PERMITS
CALL (415) 499-7191 FOR FIRE INFORMATION

(Attachment A)



Permit Conditions For Commercial Dog Walking On Marin County Open Space District Managed Lands

Permittees and their designees must obey all applicable regulations, including Marin County Open Space District ordinances and policies as well as the following conditions:

1. Commercial dog walking is permitted only Monday through Friday between the hours of 10:00 am and 4:00 pm.
2. Permittees are limited to six dogs total per handler on District managed property. A three-dog off-leash limit on maintained fire roads is allowed, with all other dogs being walked by the handler kept on leash at the same time.
3. Dogs must remain on fire roads at all times.
4. At all times dogs shall be kept under the immediate control and direction of the handler. This includes:
 - a. All dogs must be in view of the handler and no more than 20 feet from the handler while on District property.
 - b. All dogs must return to handler immediately when called (2 calls with a return limit of 10 seconds).
5. Permittees will be directed to specific fire roads and/or specific sites for their use as part of this permit, at the discretion of the District. Every effort will be made to accommodate walkers preferences for walking locations spread across the extent of District managed properties. Commercial dog walking in areas not listed under the permit is a violation of the conditions and subject to permit cancellation.
6. Permittees will obtain and provide proof to the District of graduation, by all of their handlers utilizing District open space, from a class in dog obedience and trail courtesy from the Marin Humane Society, or an equivalent organization.
7. Handlers must carry one leash per dog when on District managed property.
8. Dogs must not disturb other users of the Preserves and must be controlled when in their presence (disturbance is defined as physically harming, displaying threatening behavior, jumping on, or unwelcome touching).
9. Handlers will pick up their dog's waste during their use of the Preserves and remove it to an off-site location following the walk.
10. All dogs four months of age or more, brought onto District property, are required to have current dog licenses. The handler must carry proof of vaccinations for each unlicensed animal.

11. Dogs must be screened for behavior problems and demonstrate obedience to the handler before walking on District lands. Aggressive or dangerous dogs are not allowed, and must be removed immediately.
12. **Permittees shall obtain, provide a copy to the District and maintain for the term of this permit a *Certificate of Liability Insurance and endorsement in an amount not less than \$1,000,000, naming the Marin County Open Space District, the County of Marin and their officers, agents and employees as additional insureds.***
13. When using District lands for commercial dog walking, handlers will carry a copy of their permit and make it available when requested by District staff. Handlers will also wear a sanctioned vest that identifies them as a District permitted commercial dog walker.
14. Permits are suspended during periods of high fire danger or other dangerous site conditions, as determined by the District General Manager. For information on these land closures call (415) 499-7191.
15. Excessive complaints about a Permittee's use of District lands for commercial dog walking, or non-compliance with permit conditions may warrant canceling or suspending the permit, at the District's discretion.
16. Permit fees will be charged for issuance of the permit to cover District administrative costs. The permit will be valid for one year from date of issuance.

Applicant Initials: _____
 (Return this form with permit application.)

_____ **DO NOT WRITE BELOW THIS LINE – OFFICE USE ONLY** _____

Copy of Insurance with Separate Endorsement complete: ___ Yes ___ No

Fee complete: ___ Yes ___ No **(\$150.00 permit fee + \$20.00 each for vest(s))**

Application complete: ___ Yes ___ No Permit Expires: _____

Total Vests Issued # _____ Vest Numbers Issued: _____

Staff's review by: _____	Date: ___ / ___ / ___
Comments:	

COMMERCIAL DOG WALKING PERMIT LOCATIONS

(MCOSD reserves the right to add or delete locations at its discretion)

	FIRE ROAD	ENTRY POINT
NORTH PRESERVES	Little Mountain	
	Doe Hill FR	End of Center Dr
	Doe Hill FR	Kathleen Dr
	Pacheco Valle	
	Ponte FR	Curlew Way
	Little Cat FR	Alameda Del Prado
	Ignacio Valley	
	Pebble Beach FR	Pebble Beach
	Winged Foot FR	Winged Foot
	Loma Verde	
	Vis Escondida FR	Via Escondida
	Mt. Burdell	
	San Marin FR	Sereno Way
	San Andreas Ct FR	San Andreas Ct
	San Carlos FR	San Carlos Way
	San Mateo & San Marin FR	San Mateo Way
	Creekside FR	Simmons Ln or Butterfield Dr
	Verissimo Hills	
	Sanchez FR	Sanchez Way
		FIRE ROAD
CENTRAL PRESERVES	Terra Linda / SH Divide	
	Cherry Hill FR	Cherry Hill Dr
	Old Lucas Valley Road	Mt Lassen Dr or Canyon Oak Dr
	Del Ganado FR	Del Ganado Av
	Irving FR	Irving Dr
	Sleepy Hollow Dr FR	Sleepy Hollow Dr
	Mission Pass / TL Ridge FR	Fawn Dr or M.T. Freitas
	Ridgewood FR	Fawn Dr (end)
	Ridgewood FR	Ridgewood Dr
	Cemetery FR	Ridgewood Dr
	Loma Alta	
	Old Railroad Grade FR <small>(to the beginning of the single-track trail)</small>	Sir Francis Drake Blvd
	Glen FR	Glen Dr

COMMERCIAL DOG WALKING PERMIT LOCATIONS

(MCOSD reserves the right to add or delete locations at its discretion)

		FIRE ROAD	ENTRY POINT
WEST PRESERVES	Gary Giacomini		
		Conifer FR	Conifer Way (end)
		Sylvestris FR	E, Sylvestris Dr
SOUTH PRESERVES	FIRE ROAD		
	Alto Bowl		
		Alto Bowl FR	Sausalito Av or Coach Rd
	Baltimore Canyon		
		Southern Marin Line FR	Crown Rd
		Evergreen FR	Evergreen Dr
	Blithedale Summit		
		Upland FR	Greenwood Wy
		Glen Drive FR	Glen Dr
		Elinor FR	Elinor Dr
		H-Line FR	W Blithedale Av
		Corte Madera Ridge FR	Top of Summit Dr
	Camino Alto		
		Del Casa FR	Del Casa Dr
		Marlin FR	Marlin Dr or Del Casa Dr
		Escalon FR	Escalon Dr
		Camino Alto FR	Escalon Dr
	King Mountain		
		Citron FR	Willow / Cedar Dr
	Old St. Hilary's		
		Heathcliff FR	Heathcliff Dr
	Lyford FR	Lyford Dr	
	Vistazo FR	Vistazo E or W	

OPEN SPACE RULES AND REGULATIONS

Rules and regulations of Marin County Open Space District are designed to ensure visitor safety and protect natural resources. Recreation is permitted on open space lands only when consistent with resource management objectives. Activities which threaten or endanger visitors, the land or the environment are not permitted.

Chapter 2.02 Visitor Conduct Sections:

2.02.160 Commercial Activities. No person shall do any of the following on District lands:(a) sell, hawk, or otherwise peddle any goods, merchandise or services;(b) station or place any stand, cart or vehicle for display of goods, merchandise or services;(c) distribute, circulate or post any handbill, pamphlet or other advertisement regarding sale of goods, merchandise or services;(d) conduct any commercial photography or activity related to commercial photography except by written permission from the District;(e) conduct any activity of a commercial nature except by written permission from the District.

DOGS ON OPEN SPACE

Unless signed otherwise by the District, dogs are permitted on open space lands when restrained by a 6' (maximum) long leash. Dogs are allowed off-leash on fire protection roads only when under the direct and immediate control of a responsible person. Sensitive wildlife areas may have additional restrictions. Three dogs per person are permitted at a time on open space. Commercial dog walkers require a special permit from the District. Dog owners or persons accompanying dogs on District lands are required to clean up and remove dog wastes. Control and clean up after your pet(s). All persons bringing dog(s) on District property must possess a leash no longer than 6 feet -- one for each animal.

Chapter 2.05 Domestic Animal Regulations Sections:

2.05.010 Dogs and Other Animals. Dogs and other domestic animals are allowed on District lands when under the direct and immediate control of a responsible person. Up to three dogs per individual are allowed, with exceptions beyond that number granted only through issuance by the District General Manager of a Special or Commercial Use Permit. On maintained and designated fire protection roads three dogs off-leash per individual are allowed. In all other areas, dogs and other domestic animals must be fastened to and restrained by a chain or leash not exceeding six feet in length. No person shall do any of the following on District lands:

- (a) allow any dog or other domestic animal to enter environmentally sensitive or restricted areas of District lands;
- (b) allow any dog or other domestic animal to interfere with, bother or disturb others using District lands;
- (c) allow any dog or other domestic animal to hunt, pursue or harass other animals or wildlife;
- (d) bring or keep a noisy, vicious or dangerous dog or other animal;
- (e) bring or keep a dog four months of age or more without proof that the dog has a valid rabies inoculation and a valid license;
- (f) fail to promptly remove from District lands any dog or other domestic animal after being ordered by District personnel to do so;
- (g) allow excrement from dogs under their control to remain on District land.
- (h) bring dogs or other domestic animals onto District lands without possessing a chain or leash not exceeding six feet in length for each dog or animal so that they shall be prepared to restrain their animals, if necessary.

ACORD CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YY)
6/01/09

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

COMPANIES AFFORDING COVERAGE

COMPANY A
COMPANY B
COMPANY C
COMPANY D

COVERAGES
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS																				
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DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS
 Re: All ongoing events during the current policy term.
 Certificate holder is named as Additional Insured as respects the General Liability according to written agreement per endorsement CG 2026 attached.

CERTIFICATE HOLDER
Marin County Open Space District
 c/o Dept. of Parks and Open Space
 3501 Civic Center Dr, Room 260
 San Rafael, CA 94903

CANCELLATION
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



POLICY NUMBER: _____



COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE



Name Of Additional Insured Person(s) Or Organization(s)	
c/o	<p><i>Marin County Open Space District</i> Department of Parks and Open Space 3501 Civic Center Drive, Room 260 San Rafael, CA 94903</p>
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.



Endorsement 00
Named Insured:



Effective Date: 5/29/09
Additional Premium: 0.00

2 of 2 pages

Attachment E



TRAIL MANNERS CLASSES

now being offered locally through MPCA

Classes will be given on an as needed basis through out the year

We require a minimum class size of 10 attendees.

If you are interested please contact us at:

marinpca@gmail.com

or

<http://www.marinpetcareassociation.org/>

*** Members of MPCA receive a class discount