

Dear Sir/Madam:

**Re: Barking Dog Package**

This letter serves to confirm our conversation regarding barking dogs. Enclosed is a Complaint Form and Barking Dog Log Form that must be completed and returned to this office prior to your complaint being registered **and** to any further action being contemplated against the dog owner.

We ask that the Complaint Form and Barking Dog Log Form be completed and returned to this office after a few days of recording the barking. It is very important for all complainants to properly document the following:

- Who or what is making the noise
- Address/location of the dog
- Description of the dog in question
- When the barking occurs – including date and time
- The duration of the barking

By providing the Enforcement Officer with a written list of noise violation dates and times, he/she will be able to demonstrate to the dog owner that the problem is serious and if not corrected immediately, legal action will be taken against them. Should the attached paperwork not be completed properly and returned to this office, no further action will be taken on your behalf.

If the problem continues, we ask that each page of the Barking Dog Log Form be completed for each subsequent week and forwarded to our office so that the file may be kept current and updated accordingly. Occasionally, we find it necessary to issue a Municipal Ticket Information for failing to rectify the noise issue. Many times, the recipient will pay the ticket without further ado. In some instances, however, the recipient demands to be heard by a Judge. In such instances, the Provincial Courts have ruled that the noise must disturb more than one household. Therefore, we will require at least 2 people from 2 separate residences (cannot be 2 people from the same residence) to give evidence of their detailed records in a Court of Law.

While we cannot guarantee that the problem will be resolved immediately, we will endeavour to effect a successful conclusion. Generally, our best results are achieved when we work closely with both the complainant and the dog owner.

If you require further information or clarification, please do not hesitate to contact our office at 604-467-7305.

Yours truly,

District of Maple Ridge  
Bylaw Enforcement Office

Enclosure



# Barking Dog Complaint Form



THE FOLLOWING IS TO BE FILLED OUT IN FULL BY THE COMPLAINANT.

DATE: \_\_\_\_\_

NAME OF COMPLAINANT: \_\_\_\_\_

ADDRESS OF COMPLAINANT: \_\_\_\_\_

TELEPHONE NUMBER: (DAY) \_\_\_\_\_ (EVENING) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

NATURE OF COMPLAINT, HOW IT AFFECTS YOU, AND HOW LONG IT HAS EXISTED:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LOCATION OF OFFENCE (actual address): \_\_\_\_\_

IS THE PROPERTY OWNER OR TENANT OCCUPIED? \_\_\_\_\_

NAME OF THE DOG OWNER? (if known): \_\_\_\_\_

DOG DESCRIPTION: \_\_\_\_\_

HOW MANY DOGS: \_\_\_\_\_

**NOTE:**

Anonymity will be maintained between the complainant and the alleged violator, except where necessary in a court of law. However, should this matter proceed to Court, you may be required to give evidence as a witness and your name and your filed complaint will become public information. Would you be willing to attend Court if necessary?  Yes  No

\_\_\_\_\_  
Signature of Complainant

