

# Animal Permit Application Kit

Keeping Animals in Ipswich

Period of 1 July 2011 - 30 June 2012

## GUIDE FOR COMPLETION OF PERMIT APPLICATION

Depending on the number and type of animals you wish to keep in Ipswich you may require a permit. The Quick reference guide will help you decide which permit, if any, you require.

**Keepers of any animals are required to comply with the minimum standards as outlined in the Local Laws regardless of whether a permit is required or not.**

Prior to making application, Planning and Development assessment is required for all commercial activities (this is any activity other than domestic - may include large scale hobbies), a Kennel Permit, any Non-Standard Permit for cats or birds or the keeping of any animals under the Other Animals section.

### PART A

Read through the Minimum Standards and if you can comply with **ALL** of them then tick the Yes box.

Read through the Conditions for the permit you wish to apply for and tick the **Yes** box if you can comply or the **No** box if you can not comply with each of the conditions.

**Note:** An application for a Non-Standard Permit is required where you are unable to comply with the standard conditions. A Non-Standard Permit is more expensive to apply for as it requires an inspection of the property.

### PART B

**ALL** applicants **MUST** also complete **Part B – Application for Permit**.

Once completed, return Part A and Part B to Council along with payment so your application can be assessed.

**Note:** If any animal causes a nuisance the keeper may be liable for an on the spot fine or be required to remove the animals from the property.

### QUICK REFERENCE GUIDE - KEEPING ANIMALS IN IPSWICH

	No Permit Required	Standard Permit Required	Non-Standard Permit Required
<b>DOGS</b>	<ul style="list-style-type: none"> <li>Keep up to 2 dogs</li> <li>Keep up to 4 dogs on land 2,000m<sup>2</sup> or more</li> </ul>	<ul style="list-style-type: none"> <li>Standard Permits do not apply to keeping dogs</li> </ul>	<ul style="list-style-type: none"> <li>Special Permit: keep up to 4 dogs on land less than 2,000m<sup>2</sup></li> <li>Kennel Permit: keep more than 4 dogs on land 2,000m<sup>2</sup> or more</li> <li>Guard Dog Permit: keep guard dogs on commercial property</li> </ul>
	<p><b>Note: All dogs must be registered, registration fees apply.</b></p>		
<b>CATS</b>	<ul style="list-style-type: none"> <li>Keep up to 2 cats</li> </ul>	<ul style="list-style-type: none"> <li>Domestic Cat Permit: keep up to 4 desexed cats not for breeding and/or sale</li> </ul>	<ul style="list-style-type: none"> <li>Restricted Cattery Permit: keep up to 4 entire cats for breeding and/or sale</li> <li>Cattery Permit: keep more than 4 cats</li> </ul>
	<p><b>Note: All cats must be registered, registration fees apply.</b></p>		
<b>BIRDS</b>	<ul style="list-style-type: none"> <li>Keep up to 2 birds on land 350m<sup>2</sup> or more</li> <li>Keep up to 12 birds on land 700m<sup>2</sup> or more</li> <li>Keep up to 25 birds on land 1,000m<sup>2</sup> or more</li> <li>Keep rooster/s on rural land</li> </ul>	<ul style="list-style-type: none"> <li>Bird Permit: keep up to 50 birds on land 1,000m<sup>2</sup> or more but not including roosters or more than 25 peacocks, guinea fowl, eclectus parrots or birds from the cockatoo family</li> </ul>	<ul style="list-style-type: none"> <li>Bird Permit: keep birds above allowable 'No Permit' or 'Standard Permit' limits</li> </ul>
<b>OTHER ANIMALS</b>	<ul style="list-style-type: none"> <li>Keep stock (eg. cattle, horses, sheep etc) on rural/non urban land</li> <li>Keep horses on land 4,000m<sup>2</sup> or more</li> </ul>	<ul style="list-style-type: none"> <li>Animal Permit: keep stock (eg. cattle, horses, sheep etc) <b>excluding pigs</b> on land other than rural/non urban</li> <li>Animal Permit: keep horses on land less than 4,000m<sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>Animal Permit: keep a pig on other than rural/non urban land</li> </ul>

**Keepers of any animals must comply with minimum standards set out in the Local Law.**

## CATS

### All cats must be registered.

No permit is required to keep up to 2 cats.

All cat owners must comply with the following minimum standards in accordance with *Local Law 4 (Keeping and Control of Animals)* regardless of whether they require a permit or not.

### I comply with the following Minimum Standards

YES

NO

- All cats must be confined to the property at all times
- An adequate supply of food and water must be provided
- All faeces and urine must be disposed of without causing nuisance
- All cats must be vaccinated as appropriate to the age of the animal
- Cats are to be kept in such a manner so as not to be harmful to the health of a person

### STANDARD PERMITS:

**Domestic Cat Permit** (to keep more than 2 and up to 4 desexed cats not for breeding and/or sale)

#### Conditions:

- All cats must be desexed  YES  NO
- All cats must be kept in a manner so as not to cause a nuisance  YES  NO
- All pet food must be stored in vermin proof containers  YES  NO
- All cats must be confined to the premises at all times unless restrained by a lead or other means  YES  NO

### NON-STANDARD PERMITS:

**Restricted Cattery Permit** (to keep more than 2 and up to 4 entire cats for breeding and/or sale)

**Cattery Permit** (to keep more than 4 cats)

\*A cattery is defined as "Intensive Animal Husbandry" under the *Ipswich Planning Scheme 2006*. Such uses may require a planning approval from Council. It is recommended that before you apply for a permit you contact Council's Planning and Development Department on telephone number (07) 3810 6666 to obtain further information.

Any approval required under the *Ipswich Planning Scheme 2006* has been granted\*

YES

NO

(Development Approval No.) \_\_\_\_\_

#### Conditions:

- All pet food to be stored in vermin proof containers  YES  NO
- Records must be kept of the methods of disposal of cats including sale and giveaway's and include new owners name and address  YES  NO
- Facilities are available to effectively isolate diseased cats when necessary  YES  NO
- All cages or enclosures to be thoroughly cleaned and disinfected on a daily basis to avoid the spread of disease  YES  NO
- All cats must be kept so as not to cause a noise, odour or fly nuisance  YES  NO
- Other conditions may apply upon assessment  YES  NO

## PART B – APPLICATION FOR PERMIT *(must be completed by ALL applicants)*

### Applicants Details

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Property Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Postal Address: *(if different from above)* \_\_\_\_\_

### I wish to apply for the following permit:

#### 1 STANDARD PERMIT

- Domestic cat permit \$135
- Bird permit \$140
- Animal permit \$140
- Animal permit - horses \$140
- Stable permit \$135

#### 2 NON-STANDARD PERMIT

- |  |   |
|--|---|
| <input type="checkbox"/> Special permit \$305            | <input type="checkbox"/> Bird permit to keep above allowable limits \$265 |
| <input type="checkbox"/> Kennel permit \$350             | <input type="checkbox"/> Animal permit \$265                              |
| <input type="checkbox"/> Guard dog permit \$350          | <input type="checkbox"/> Animal permit to keep horses \$265               |
| <input type="checkbox"/> Domestic cat permit \$265       | <input type="checkbox"/> Animal permit to keep pigs \$265                 |
| <input type="checkbox"/> Restricted cattery permit \$305 | <input type="checkbox"/> Stable permit \$265                              |
| <input type="checkbox"/> Cattery permit \$305            | <input type="checkbox"/> Pet shop permit \$305                            |
| <input type="checkbox"/> Bird permit \$265               |   |

**Note:** This table is to be completed for Non-Standard Permits ONLY.

Type of Animal (dog, cat, bird etc.)	Breed (If animal is crossbreed, what does it mainly look like?)	Number of Animals

Have you been prosecuted, issued with a Notice to Comply, or an infringement from Council within the last three years?

YES

NO

*If Yes please attach details.*

### 3 DECLARATION

I understand that if I do not comply with the minimum standards of the local law and or the conditions of the permit, I may be liable to penalties, my permit may be revoked or I may be required to remove the animals from the property.

I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge.

**Note: Providing false information may render you liable to legal action.**

**Applicants name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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#### Please lodge application form at:

Ipswich City Council  
Customer Service Centre  
Ipswich City Square  
IPSWICH

#### Or post to:

Ipswich City Council  
PO Box 191  
IPSWICH QLD 4305

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#### Payment Options:

Cheque (*make payable to Ipswich City Council*), Cash, Money Order or Credit card

Credit card type:  Visa  Mastercard

Card number:

Cardholder's name: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_

Amount authorised:  Standard permit fee \$ (Non-refundable)

Non standard permit fee \$ (Non-refundable)

(Refer to previous page for appropriate price)

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#### OFFICE USE ONLY

Application Number: \_\_\_\_\_ Amount paid: \$ \_\_\_\_\_

Date paid: \_\_\_\_\_ Receipt number: \_\_\_\_\_

Issue Permit:  YES

NO

Authorised Officer: \_\_\_\_\_

Signature of authorised officer: \_\_\_\_\_

Ipswich City Council is collecting your personal information in accordance with Council's Local Laws and/or relevant legislations so that we can manage a variety of processes concerning animal management. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. However, in order to perform the above functions we may need to disclose your personal information to the Chief Executive Officer who may in turn make this information available to others in accordance with the Act. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement, Personal Information Digest and this collection notice.