

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
DOGS	<ul style="list-style-type: none"> Keep up to 2 dogs Keep up to 4 dogs on land 2,000m² or more 	<ul style="list-style-type: none"> Standard Permits do not apply to keeping dogs 	<ul style="list-style-type: none"> Special Permit: keep up to 4 dogs on land less than 2,000m² Kennel Permit: keep more than 4 dogs on land 2,000m² or more Guard Dog Permit: keep guard dogs on commercial property
	<p>Note: All dogs must be registered, registration fees apply.</p>		
CATS	<ul style="list-style-type: none"> Keep up to 2 cats 	<ul style="list-style-type: none"> Domestic Cat Permit: keep up to 4 desexed cats not for breeding and/or sale 	<ul style="list-style-type: none"> Restricted Cattery Permit: keep up to 4 entire cats for breeding and/or sale Cattery Permit: keep more than 4 cats
	<p>Note: All cats must be registered, registration fees apply.</p>		
BIRDS	<ul style="list-style-type: none"> Keep up to 2 birds on land 350m² or more Keep up to 12 birds on land 700m² or more Keep up to 25 birds on land 1,000m² or more Keep rooster/s on rural land 	<ul style="list-style-type: none"> Bird Permit: keep up to 50 birds on land 1,000m² or more but not including roosters or more than 25 peacocks, guinea fowl, eclectus parrots or birds from the cockatoo family 	<ul style="list-style-type: none"> Bird Permit: keep birds above allowable 'No Permit' or 'Standard Permit' limits
OTHER ANIMALS	<ul style="list-style-type: none"> Keep stock (eg. cattle, horses, sheep etc) on rural/non urban land Keep horses on land 4,000m² or more 	<ul style="list-style-type: none"> Animal Permit: keep stock (eg. cattle, horses, sheep etc) excluding pigs on land other than rural/non urban Animal Permit: keep horses on land less than 4,000m² 	<ul style="list-style-type: none"> Animal Permit: keep a pig on other than rural/non urban land

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

DOGS

All dogs must be registered.

No permit is required to keep up to 2 dogs. No permit is required to keep up to 4 dogs on land 2,000m² or more.

All dog owners must comply with the following minimum standards in accordance with *Local Law 7 (Dogs)* regardless of whether they require a permit or not.

I comply with the following Minimum Standards

YES

NO

- All dogs over three months of age must be registered
- All dogs must be confined to the property by way of adequate fencing or an enclosure
- All dogs must wear a current registration tag
- Enclosures must provide adequate freedom for a dog/s to exercise, taking into account the breed, size, and nature of the dog/s and provide a sheltered area from the weather at all times
- The owner of any dog/s must not allow the dog/s, either by itself or with any other dog/s to become a nuisance, inconvenience or annoyance
- A person must dispose of dog faeces on both private and public land in a manner as not to cause an odour or fly nuisance

NON-STANDARD PERMITS:

- Have any dog/s been declared a dangerous dog (*If YES, please attach details*)
- Food must be stored in vermin proof conditions
- Other conditions may apply upon assessment

YES

NO

YES

NO

Special Permit (*to keep more than 2 and up to 4 dogs on land less than 2,000m²*)

Conditions:

- I have notified all my neighbours within 100 metres
3 weeks prior to lodging my application (*Special Permit Only*)

Permit can not be approved without notification - See 'Letter of Notification'

(*If you wish to receive a map outlining the neighbours you need to notify, please contact Council on (07) 3810 6666.*)

YES

NO

Guard Dog Permit (*to keep guard dogs on commercial property*)

Conditions:

- The permit holder must take all reasonable measures to prevent the dog/s harming the public and/or animals
- Appropriate warning signs must be displayed adjacent to each entrance on the property and display a 24 hour contact number
(*suggested size - 35cm x 20cm, black with white writing 'Guard dog on premises' and contact number*)
- No more than two guard dogs must be kept on the premises at any one time
- The guard dog/s must wear a current registration tag at all times
- The guard dog/s must be kept behind a secure fence or enclosure which is adequate to prevent any part of the dog from leaving the confined area and prevent the dog from escaping
- The guard dog/s must be fitted with a microchip
(*Please attach proof of microchipping including the microchip number*)
- The guard dog/s must wear a suitable collar at all times

YES

NO

YES

NO

YES

NO

YES

NO

YES

NO

YES

NO

YES

NO

Kennel Permit (*to keep more than 4 dogs on land 2,000m² or more*)

*A kennel 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:

- Kennel accommodation must be at least three metres from any property boundary and at least 12 metres from any residential building
- Kennels must be of sound construction and are able to be easily cleaned
- Kennels must be of sufficient size and provide adequate light and fresh air for the number, size, breed and nature of the dogs to be kept

YES

NO

YES

NO

YES

NO



Ipswich City Council

45 Roderick St
PO Box 191
Ipswich QLD 4305
Australia

Tel (07) 3810 6666
Fax (07) 3810 6731
Email council@ipswich.qld.gov.au
Web www.ipswich.qld.gov.au

**LETTER OF NOTIFICATION AS PRESCRIBED BY COUNCIL'S LOCAL LAW
TO KEEP MORE THAN 2 DOGS AND UP TO 4 DOGS**

Twenty-one days prior to applying for a Special Permit to keep up to 4 dogs, the applicant must notify in writing all occupants of properties within 100 metres of where dogs are to be kept the following:

I/we _____

of _____

wish to apply to the Ipswich City Council for a SPECIAL PERMIT to keep _____ (number of dogs up to 4) dogs on property:

situated at _____

and described as (eg. Lot and RPN Number) _____

The registered owner of the land is _____

of _____

It is intended to keep (number of dogs) _____ dogs.

The breed of the dogs is/are _____

Type and location of proposed kennel _____

Objections to the application may be lodged with the Chief Executive Officer, PO Box 191, Ipswich QLD 4305

by _____

(insert day and date 14 days after notification)

Any objections must be in writing and must be addressed to the Chief Executive Officer, stating the grounds of the objection.

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:** _____

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

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)

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.