

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.

PET SHOP PERMIT

The permit holder must comply with the following conditions for keeping animals on a commercial premises in accordance with *Local Law 4 (Keeping and Control of Animals)*.

* The applicant must have approval under the *Ipswich Planning Scheme 2006* to operate a commercial business of offering animals for sale. 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.) _____

NON-STANDARD PERMITS:

Pet Shop Permit

Conditions:

- The whole of any pet shop including all enclosures are to be kept clean at all times YES NO
- All animal waste and other refuse is to be stored and disposed of in a manner to the satisfaction of an authorised person YES NO
- All animals are to be kept in a manner so as not to cause a nuisance YES NO
- All food is to be stored in vermin proof containers YES NO
- The operation of the pet shop is not to cause a noise nuisance YES NO
- All cats and dogs offered for sale must be vaccinated as appropriate to the age of the animal prior to any sale being completed YES NO
- Other conditions may apply upon assessment

Ipswich City Council encourages responsible pet ownership and as part of our strategy to achieve this, we are trying to reduce the number of stray and unwanted animals within our city. We would like Pet Shop owners to be part of the solution to this ever increasing problem.

On 1 July 2009, the Queensland Government's *Animal Management (Cats and Dogs) Act 2008* was introduced. This Act is a result of pressure from welfare agencies on the State Government to reduce the number of unwanted animals being destroyed in pounds and shelters. The focus of the Act is to:

- (a) provide for identification and registration of cats and dogs; and
- (b) promote the responsible ownership of cats and dogs.

As part of the Act there are certain obligations on suppliers of cats and dogs regarding registration and micro-chipping at point of sale or transfer. To find out more about your obligations as a Pet Shop owner please refer to the following website:

<http://www.legislation.qld.gov.au/LEGISLTN/ACTS/2008/08AC074.pdf>

Pet shop owners and operators should also refer to the Queensland Government Code of Practice for Pet Shops which sets out standards for the care and management of animals kept for sale in pet shops. If you do not already have a copy of this Code of Practice a copy can be downloaded from the following website:

www.dpi.qld.gov.au/documents/AnimalIndustries_AnimalWelfareAndEthics/QldCodeOfPracticeForPetShops.pdf

Council may consider adopting conditions from these guidelines and legislation when reviewing it's Local Laws in future.

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.