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Website [www.chrc.qld.gov.au](http://www.chrc.qld.gov.au)

**Local Government  
Act 2009**

**Local Law No. 1  
(Administration)  
2012**

**Local Law No. 2  
(Animal  
Management) 2012**

## Dog and Cat (In Designated Urban Area) Permit Application

***This application is for a permit to keep residents' own animals. It is not to be used for commercial boarding, breeding or training kennels***

***Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.***

### Applicant/s details (Animal Owner)

Title Mr  Mrs  Ms  Miss  Other (specify)

Family Name

Given Names

Residential Address

Locality / Suburb

State

Postcode

Postal address

Locality / Suburb

State

Postcode

Contact ph.

Mobile

Contact fax

Email

### Property Address where animals are kept

Street Address

Locality / Suburb

State

Postcode

Property No

Area

Real Property Description

Lot No.

Plan No.

### Owner/s consent (To be completed if the owner of the property is not the applicant)

Name

Street address

Locality / Suburb

State

Postcode

Contact ph.

Mobile

Contact fax

Email

I, being the owner of the property described in this application, hereby consent to the aforementioned applicant/s making this application.

Signature

Date  /  /

**This is the name and address of the owner/s of the premises. If there are additional owners, please attach additional owner information to this form.**

	<b>Animal Details</b> (Note registration of each dog with CHRC is required prior to completion)			
	Dog/Cat 1	Dog/Cat 2	Dog/Cat3	Dog/Cat 4
Name of Dog/Cat				
Primary Breed				
Secondary Breed				
Primary Colour				
Distinguishing Marks				
Age				
Gender	Male / Female	Male / Female	Male / Female	Male / Female
Desexed (Yes/No)	Yes / No	Yes / No	Yes / No	Yes / No
Registration Tag .No				
Microchip No.				
CHRC Animal No.				

	<b>Animal Details</b> (Note registration of each dog with CHRC is required prior to completion)			
	Dog/Cat 5	Dog/Cat 6	Dog/Cat7	Dog/Cat 8
Name of Dog/Cat				
Primary Breed				
Secondary Breed				
Primary Colour				
Distinguishing Marks				
Age				
Gender	Male / Female	Male / Female	Male / Female	Male / Female
Desexed (Yes/No)	Yes / No	Yes / No	Yes / No	Yes / No
Registration Tag .No				
Microchip No.				
CHRC Animal No.				

<b>(Were applicable) Breed/show society registration.</b>	
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<b>Reason to Keep Excess number of Dogs/Cats</b>	

<b>Declaration</b>	<p><b>Declaration</b></p> <p>I hereby apply for a permit to keep more than the allowable number of animals as described above. I have read and agree to abide by the Conditions in Schedule A, the Minimum Standards for Keeping Animals prescribed by local law applicable to the animals applied for within this permit and any additional conditions Council may require.</p> <p>I understand that, if a permit is granted, Council reserves the right to amend, suspend or cancel the permit, for any breach of the conditions OR any of the other grounds set out in s 17 of Local Law No 1 (Administration) 2012. I/we, the above named applicant(s), do sincerely declare that the information shown above is true and correct.</p>
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Council is collecting this information in order to comply with its responsibilities and obligations as a Local Government. The information will only be used by Council Officers or Agencies which may have a legitimate need for the information to process applications or the like. This information will not be disclosed to a third party unless you have given your written consent or we are required to do so by law. For more information about privacy in Central Highlands Regional Council see our Privacy Plan on our website.

	<b>I ALSO ENCLOSE THE NON-REFUNDABLE APPLICATION FEE AS PER THE CURRENT FEE SCHEDULE. I UNDERSTAND THAT THIS FEE DOES NOT GUARANTEE PERMIT APPROVAL.</b>		
	Signature:	Date	□□ / □□ / □□□□

### Lodgement

Please attach the following:

1. Plans which include:
  - (i) the location of all buildings on the land;
  - (ii) a description of the boundary fences including their location; and
  - (iii) the arrangement or configuration of enclosures, pens, exercise yards etc.

***If not drawn to scale, dimensions of buildings, structures, fences and boundaries must be shown.***

2. Photographs of the animal enclosure and the animals, including –
  - (i) Fencing
  - (ii) Shelter; and
  - (iii) The animals

**Please Note: This application and fee MUST be lodged with Council. If the application is approved, it is valid for the current financial year only. For the current year Permit Application Fee refer to Fees and Charges.**

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# Central Highlands Regional Council

## Schedule A: Conditions

1. All animals must be:
  - a) fitted with a PPID (microchip),
  - b) Vaccinated with the minimum vaccinations for the species of animal as specified by a Veterinarian;
  - c) Wormed;

### **Veterinary Certificates must be provided for proof of PPID, and vaccination**

2. Only animals described in the permit are to be housed on the premises;
3. Adequate shelter must be provided and maintained for animals;
4. Dividing fences must be provided and be maintained at all times:
  - a) to prevent animals escaping from the premises;
  - b) ensuring the animal does not cause danger, nuisance inconvenience or annoyance to others;
  - c) taking measures to prevent the animal from causing injury to persons or other animals;
  - d) taking measures to protect the local environment from harm;
5. The area where the animals are normally kept must be clean and odour free. Faeces must be picked up and disposed of daily so as not to:
  - a) cause environmental harm
  - b) become a breeding place for flies or vermin
  - c) endanger the health or safety of any person
  - d) cause an odour nuisance
6. No justified complaints are to be received
7. Minimum standards as contained in the Central Highlands Regional Council Local Law No. 2 (Animal Management) 2012 are to be complied with
8. All food must be stored in vermin proof containers
9. Breed, size, temperament and age will be considered by council – Please refer to the Central Highlands Regional Council Subordinate Local Law No. 2 (Animal Management) Schedule 5 “Minimum standards for keeping particular animals” and schedule 8 “Requirements for proper enclosures for animals” for the minimum standards and enclosure requirements you will be required to comply with, in addition to Schedule 4 “Minimum standards for keeping animals generally” as listed below;

**Above mentioned conditions must be complied with before permit will be granted**

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# Central Highlands Regional Council Subordinate Local Law No. (Animal Management) 2012

## Schedule 4 Minimum standards for keeping animals generally

### Section 8(1)

Each of the owner and responsible person for an animal must comply with the following minimum standards—

- (a) ensure that the fencing is of a standard and maintained to keep the animal on the persons property and prevent it from escaping and wandering; and
- (b) ensure that waste waters from enclosures are drained in a nuisance free manner and that run-off is kept off adjoining land or as otherwise directed by an authorised person; and
- (c) ensure that excreta, food scraps, and other material that is, or is likely to become, offensive is collected at least once in each day and, if not immediately disposed of, is kept in a fly proof container of a kind approved by an authorised person; and
- (d) ensure that any enclosure in which the animal is kept is kept in a clean and sanitary condition and free from dust and odour; and
- (e) ensure that any enclosure in which the animal is kept is properly maintained in an aesthetically acceptable condition; and
- (f) take all reasonable steps to prevent the animals from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other land or premises; and
- (g) ensure that the area available to the animal kept on the premises is appropriately sized so that the animal can be effectively and comfortably kept; and
- (h) any animal food is stored in an impervious fly proof and vermin proof receptacle or in an impervious fly proof and vermin proof storeroom facility and the receptacle or storeroom facility, as the case may be, is maintained to the satisfaction of an authorised person; and
- (i) ensure that all animals kept on the premises are provided with and have access to adequate shelter, drinking water and appropriate food; and
- (j) ensure that any enclosure used for the purpose of keeping an animal is thoroughly cleaned each week and effectively treated with an insecticide at least twice a year; and
- (k) comply with reasonable directions given by an authorised person to ensure that the keeping of the animal does not result in nuisance to occupiers of other land or premises; and
- (l) upon discovering the existence of a dead animal -
  - (i) immediately dispose of the remains of the dead animal so as not to cause a nuisance.
  - (ii) ensure that the remains are not disposed of on or in a public place.

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## Guide to the Completion of Application For Multiple Animal (Domestic Dog & Cat) Permit

1. Confirm that you have read the attached Schedule A which details the conditions that Council will allow the keeping of more than two (2) dogs or two (2) cats at a premise. These conditions **MUST** be met. If you cannot meet these conditions, your application **WILL NOT** be approved.
2. Complete the Application Form
3. Draw a plan of the allotment showing the location of all buildings, structure, and fences.
4. Take Photographs of the animals' enclosure and the animals, including –
  - a. Fencing;
  - b. Shelter and
  - c. The animals.
5. Lodge your application and all attachments with the Council and pay the prescribed fee. This guide does not have to be returned with the application.
6. If approval is granted, your permit is valid until July 31<sup>st</sup> of the current financial year. You will be required to renew the permit each year and reapply if any details change.

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