

Pet Shop/Cattery/Kennel

Application for Approval of a Prescribed Activity

Cairns Regional Council Local Law No. 1 (Administration) 2016

Cairns Regional Council Local Law No. 2 (Animal Management) 2016

Cairns Regional Council Subordinate Local Law No. 2 (Animal Management) 2016

Year: 2023/2024

You **MUST** complete ALL questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- complete this form
- complete and provide any supporting documents, information and materials identified on this form as being required to accompany your application
- submit the fee applicable

Applicant details

Trading name	<input style="width: 100%;" type="text"/>
Business name	<input style="width: 100%;" type="text"/>
ABN	<input style="width: 100%;" type="text"/>
Postal Address	<input style="width: 100%;" type="text"/> <input style="width: 100%;" type="text"/>
Applicant's name	<input style="width: 100%;" type="text"/>
Business phone number	<input style="width: 100%;" type="text"/>
Mobile phone number	<input style="width: 100%;" type="text"/>
Other phone number (if applicable)	<input style="width: 100%;" type="text"/>
Business e-mail address	<input style="width: 100%;" type="text"/>

Proposed Location of Business

Address	<input style="width: 100%;" type="text"/>
Locality/Suburb	<input style="width: 100%;" type="text"/>

Type of Approval	(Please tick)
New Application	<input type="checkbox"/>
Renewal Application	<input type="checkbox"/>
If renewal, are there any amendments as per previous approval?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Details of sanitation, hygiene, protection from weather, food and water requirements to be used in the proposed operation.

Are the enclosures lockable (not for public access)

Yes <input type="checkbox"/>	No. <input type="checkbox"/>
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Supporting documents, information and materials required to complete this application. Please complete this checklist in full	(Please tick)	N/A (not applicable)
Pet Shops – Defined as Shopping Facilities under the Planning Scheme. Do you have approval to establish Shopping Facilities on the site? If you do not have approval, please contact Council’s Development Assessment Unit to obtain the appropriate planning approval prior to submitting this application.*	<input type="checkbox"/>	<input type="checkbox"/>
Cattery/Kennel – do you have an approval from Council’s Planning Department to conduct Intensive Animal Husbandry at the proposed site? Please attach copy. If you do not have approval, please contact Council’s Development Assessment Unit to obtain the appropriate planning approval prior to submitting this application.*	<input type="checkbox"/>	<input type="checkbox"/>
Please attach any existing approvals relating to commercial operations been provided pursuant to another department, agency or body pursuant to another law (for example, the Sustainable Planning Act 2009 or Environmental Protection Act).	<input type="checkbox"/>	<input type="checkbox"/>
Please attach a sketch plan/diagram of the proposed activity layout including size, number of permanent enclosures, kennels displayed or structural kennels built on property.	<input type="checkbox"/>	<input type="checkbox"/>
Please attach a statement detailing experience of applicant and employees in operating a pet shop, cattery or kennel.	<input type="checkbox"/>	<input type="checkbox"/>

* To determine if the use is assessable development under the Planning Scheme, please phone 4044 3574 to discuss with a Planning Officer.

Fees	\$
New Application Fee	\$ 399.00
Renewal Application Fee	\$ 350.00

Term of approval: The term of approval is the period stated on the approval.

Term of renewal of approval: The term of any renewal of an approval is the same term as the original approval subject to compliance with all conditions stated on the approval, or such lesser term as stated on the renewal.

Conditions that must be imposed on approvals
<p>The following conditions are conditions that must be imposed on approvals—</p> <p>(a) The approval holder must –</p> <ul style="list-style-type: none"> (i) care for the animal in accordance with appropriate and reasonable standards; and (ii) keep the animal in enclosures that comply with reasonable standards; and (iii) comply with reasonable standards of hygiene; and (iv) ensure that the animal wears or displays an appropriate identifying tag; and (v) ensure that the animal does not cause nuisance, inconvenience or annoyance to others; and (vi) take specified action to protect against possible harm to the local environment; and (vii) comply with all reasonable directions of an authorised person in the time specified by the authorised person; and (viii) if this Council should receive any substantiated complaints, the permit may be revoked; and (ix) you must keep this permit and be able to show it at any time to this Council; and (x) approvals are to be renewed on the 1st day of July each year.

Conditions for sale of animals

All animals: -

- (a) A person must not operate a pet shop, cattery or kennel unless authorised to operate it under a current commercial permit from local government.
- (b) The holder of a commercial permit must ensure that any animals offered for sale are:
 - (i) in good health and free from disease; and
 - (ii) vaccinated and have received worm treatment; and
 - (iii) held in an area that is clean and sanitary and free of vermin harbourage to the satisfaction of an authorised person; and
 - (iv) not held for sale on a road or land under the control of local government; and
 - (v) restrained by enclosures, fences or be tendered so as to effectively prevent the animal from straying off the premises; and
 - (vi) not kept in display cages or in a confined area overnight, except for an enclosure approved by an authorised person.

Dog or Cat: -

- (c) a person selling a dog or cat must:
 - (i) be a breeder licensed under any relevant state legislation applying to the breeding of dogs or cats; or
 - (ii) be a breeder licensed with a relevant breeding association; or
 - (iii) have an approval to breed pursuant to section 6 (Schedule 2) – requirement for approval to keep animal.

Declaration:

It is an offence to provide information in or in connection with an application that is, to the person's knowledge, false or misleading in a material particular. Maximum penalty – 20 penalty units.

To the Chief Executive Officer, Cairns Regional Council

I / We make application under *Cairns Regional Council Local Law No. 1 (Administration) 2016* for approval to operate a pet shop/cattery/kennel as outlined in this form. I / We declare that I / We have read the above and that the information and details contained in and attached to this application are true and correct to the best of my / our knowledge.

Print Name:**Signature:****Dated:****Cairns Regional Council – Information Privacy Statement**

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

OFFICE USE

Does the application fit the criterion for granting of approval?

YES**NO****4. Additional criteria for the granting of approval.**

The following criteria are criteria that must be considered for the granting of approval –

(a) whether in the opinion of an authorised person

- (i) the land is physically suitable for the keeping of the animal;
- (ii) the enclosure in which the animal is to be kept is of a suitable standard;
- (iii) there is a likelihood of the animal causing nuisance, inconvenience, or annoyance to the occupiers of adjoining land;
- (iv) there is likelihood that there will be an effect on the local environment and a potential for pollution;
- (v) there is a likelihood that there will be any other environmental damage;
- (vi) in the case of dogs – if it is appropriate to grant an approval for the dogs to breed;
- (vii) the number of animals permitted.

PAYMENT DETAILS:**Receipt Type 477****Payment Amount \$****Receipt No:**

GUIDE TO SKETCH PLAN/DIAGRAM

Note: Please complete the sketch plan below

Sketches and diagrams

Sketching floor plan of shop design include sizes / numbers of permanent enclosures / kennels displayed / or structural kennels built on property.

Height

Width