

## Overview

New applications will require a property inspection. Ad hoc inspections may be performed by authorised Officers at any time.

All excess animal permits must be renewed every year. You do not have to pay the application fee to renew your permit.

Excess Animal permits are not transferrable. If you move or the details of any of the animals at the property change, you must re-apply and pay another permit fee.

## Application Fee

**New Applications:** \$130.00 application fee (non-refundable)

**Renewals:** No cost

## Application Requirements

To be eligible for a permit, you must provide certain information specified in this checklist. Not providing the information will result in a delay or non-approval of your permit application.

- Site plan.** You must provide a site plan in the template provided in section 3. Photographs will assist us in assessing your application.

## Lodgement



### Email

[caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)



### Post

PO Box 1000  
Narre Warren VIC 3805



### In Person

#### Bunjil Place

2 Patrick Northeast Drive  
Narre Warren

Open Hours: 10:00 am - 2:00 pm Mon - Fri

#### Cranbourne Customer Service

Shop 61, Cranbourne Park Shopping Centre  
Open Hours: 10:00 am - 2:00 pm Mon - Fri

*Offices not open on Public Holidays*

## Contact



### Phone

03 9705 5200



### NRS

133 677

(for the deaf, hearing or speech impaired)



### TIS

131 450

(Translating and Interpreting Service)



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## Privacy Statement

City of Casey is committed to protecting your privacy. Your personal information will be handled in accordance with the *Privacy and Data Protection Act 2014*. All personal information collected by the City of Casey will only be used for the purpose outlined within our Privacy Policy. Council's Privacy Policy is available from our website [www.casey.vic.gov.au](http://www.casey.vic.gov.au) and all Council Customer Service Centres. For further information about how Council manages and uses your personal information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website [www.casey.vic.gov.au](http://www.casey.vic.gov.au) or by calling on 9705 5200.





## Section 3 - Site plan (to be completed by all applicants)

4. A site plan must be included. This can either be a Google Image with notations per below or a site plan. Plans must include:


» **Minimum distance requirements**

Structures to enclose/house animals must be:

- at least 6 metres (m) from the front boundary of the property; and
- at least 1.2m from any boundary of the land; and
- at least 3m from any dwelling on your neighbours' property (adjoining land); and
- not less than 3m from the nearest dwelling on your land (except for a dog kennel, cat enclosure or bird aviary used to house small birds)

» **Using the symbols below, show the location of all:**

- houses/dwellings and garages on your property; and
- animal enclosures on your property (aviaries, kennels, catteries, fences, stables, other enclosure); and
- livestock water and feed troughs on your property.

**Symbols** House/Dwelling =  Garage =  Animal enclosure =  Water/feed trough = 

## Applicant Declaration

5. By lodging this application, you declare that:
- » The information provided in this application form and all attachments is true and correct. You understand it is an offence to provide false information and penalties apply.
  - » If the permit is granted, you will comply with all permit conditions and the *Casey Community Local Law 2018*