





## City of Shawnee, Kansas Special Animal Permit Application

<p style="text-align: center;"><b>When Required</b></p>	<p>A Special Animal Permit is required for any resident who wants to keep or harbor</p> <ol style="list-style-type: none"> <li>1. More than four (4) dogs and/or cats over the age of six (6) months.</li> <li>2. Large Animals, as defined in Chapter 6.04, kept on non-agricultural zoned property.**</li> <li>3. Domesticated or wild birds, including but not limited to chickens, hens, ducks, geese, pheasants, turkeys and doves, limit of ten (10).</li> <li>4. Adult pigeons, limit twenty-five (25).</li> <li>5. Five (5) or more hares, rabbits or ferrets.</li> <li>6. Seven (7) or more adult domestic rodents, housed indoors, including but not limited to guinea pigs, hamsters, gerbils rats and mice.</li> <li>7. To maintain a bee hive, standard, box or apiary.</li> </ol> <p>To determine the zoning of your property visit the web link through Johnson County <a href="https://ims.jocogov.org/locationservices/">https://ims.jocogov.org/locationservices/</a></p> <p>Special Animal Permits are issued for specific animals and must be renewed annually. Any time the animals change, a new permit is required.</p> <p>If you have a Home Owner's Association, please check to be certain there are no deed restrictions limiting the number and/or the type of animals allowed at your residence. The covenants and restrictions may be obtained from the Johnson County Department of Records &amp; Tax Administration at the Johnson County Administration Building in Olathe.</p> <p>**A Special Animal Permit is not required to own, keep or harbor Large Animals, as defined in Chapter 6.04 of the Shawnee Municipal Code, on property owned/zoned for Agricultural uses.</p>
<p style="text-align: center;"><b>New Application Process</b></p>	<p>You must provide copies of current rabies certificates for all the pets.</p> <p>Complete and sign the Special Animal Permit application form. Return the completed application with the \$90 non-refundable application fee to the City Hall along with the required rabies certificates. City ordinance requires that all surrounding neighbors within 200 feet of your property be notified of the application. The City Clerk's office will contact these neighbors on your behalf.</p> <p>The City Clerk's office will forward your application to the Community Service Officers so that they can schedule a time with you to inspect your premise to determine that the manner of keeping your animals does not violate City ordinance.</p>
<p style="text-align: center;"><b>Approval Process</b></p>	<p>The City Clerk's will issue the Special Animal Permit if a Community Service Officer has recommended approval, and your application has been assigned three or less points, with one point given for:</p> <ol style="list-style-type: none"> <li>1. Each valid complaint submitted to the Police Department documenting a public nuisance.</li> <li>2. Each valid animal violation within the past 24 months for which the applicant has been found guilty, or entered a plea of guilty or no contest.</li> </ol>
<p style="text-align: center;"><b>Term of Permit</b></p>	<p>Special Animal Permits are valid through December 31st of the year they are issued. The City Clerk's office will send a renewal form, which you must complete and return by the date indicated, along with a \$45 renewal fee. If you change animals or increase the number of animals, you will be required to apply for a new permit.</p>