



# Special Animal Permit Application

## Olathe Planning Division

All fields must be completed where applicable.

### APPLICATION INFORMATION

Applicant Name \_\_\_\_\_  \$25 New Application  
First MI Last  \$15 Renewal Application

Address \_\_\_\_\_  
Street Address City State Zip Code

Phone (\_\_\_\_) \_\_\_\_\_ Email Address \_\_\_\_\_

### REQUESTED ANIMALS

Animal Name	Species	Breed	Age	Sex (M/F)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Where will the animals be kept overnight?    Indoors     Outdoors

### APPLICANT AGREEMENT AND SIGNATURE: Check each box indicating you have read and agree to each statement below.

- I authorize the City of Olathe to inspect and/or approve any shelters, coops, runs, chicken tractors, etc. and living conditions for the animals.
- Animals will be kept and maintained at all times in a safe and sanitary manner so not to cause fouling of the air by offensive odors thereby creating and causing unreasonable annoyance or discomfort to neighbors or others in close proximity to the premises where the animals are to be kept or harbored.



# Special Animal Permit Application

## Olathe Planning Division

Continued

**APPLICANT AGREEMENT AND SIGNATURE (continued):**  
Check each box indicating you have read and agree to each statement below.

- Animals will not be permitted to run at large or deposit excretory matter upon the property of anyone other than their owner's and will not allow them to molest or intimidate pedestrians or any passersby.
- Animals will not be allowed to make disturbing noises, including but not limited to, continued and repeated or untimely howling, barking, whining or other utterances causing unreasonable annoyance, disturbance or discomfort to neighbors and others in close proximity to the premises where the animals are to be kept, or otherwise be offensive or dangerous to the public, health, safety or welfare by virtue of their behavior, number, type or manner of being kept.
- Current rabies vaccinations for any dogs/cats will be maintained during the entire tenure of this permit.
- The minimum and/or maximum distance requirements from property lines and neighboring structures will be observed when erecting pens, shelters or similar housing in compliance with Unified Development Ordinance (UDO) Section 18.50.030.
- All requirements of UDO Section 18.50.030 and Olathe Municipal Code 08.10 will be observed.

**APPLICANT SIGNATURE:**

***I hereby swear or affirm that all information in this application is, to the best of my knowledge and belief, true and correct. I understand that if the requested permit is granted, such permit may be revoked in accordance with UDO [Section 18.50.030](#).***

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

<b>OFFICE USE ONLY</b>	
DATE RECEIVED _____	
PLANNING REVIEW COMPLETED BY _____	
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED    DATE _____	
IF APPROVED, TERM OF PERMIT _____	



## Special Animal Permit Information

### Olathe Planning Division

#### WHEN REQUIRED

A Special Animal Permit is required for any resident who wants to keep or harbor animals as identified in [Section 18.50.030](#) of the Unified Development Ordinance.

A new permit is required when you have any change of animals or increase to the number of animals.

A new permit is required if the animals are moved to a different property.

A Special Animal Permit is not required to own, keep or harbor animals, on property zoned for agriculture or commercial uses.

#### PERMIT PROCESS

A completed Special Animal Permit application with the application fee must be submitted in person to the Planning Division at City Hall or via e-mail to [planningcontact@olatheks.org](mailto:planningcontact@olatheks.org). The applicant will be notified by the Planning Division once the review has been completed or if additional information is needed.

**Contact:** For questions regarding the permit process or requirements, contact the Planning Division:

Olathe Planning Division, City Hall  
100 E Santa Fe Street, Third Floor  
[PlanningContact@Olatheks.org](mailto:PlanningContact@Olatheks.org)  
Phone 913.971.8750

An inspection of your premise may be required during your permit review process or during the tenure of your permit to ensure compliance with all City Ordinances.

#### APPROVAL PROCESS

The Planning Division will review your application and contact you with any additional information needed or with the decision on your permit within seven (7) days of the receipt of your application.

#### DURATION OF PERMIT

Special Animal Permits are valid for five (5) years unless another term is deemed necessary or approved by the Planning Division. If you change animals or increase the number of animals, you will be required to apply for a new permit.