
Operation of Zoo

A complete Environmental Permit application will include:

- **Completed Permit Application Form** (*4 copies*)
- **Tax Registration Number (TRN)** (*for company or individual making application*)
- **Company Documents** (*Articles of Incorporation and names of Directors & Company Secretary*)
- **Copy of ID for person making the application** (*Driver's Licence, National ID or Passport*)
- **Location Map** (*Google Image with coordinates and landmarks where possible*) (*4 copies*)
- **Application Fee of \$50,000.00**

- **Project Brief** detailing the following (*4 copies*)
 - Overview of zoo operation including
 - a. Days and hours of operation
 - b. Number of patrons expected daily
 - c. Number of tours per day and duration
 - d. Visitor activities and other recreational/entertainment offerings
 - e. Number of employees
 - Description of species to be housed at facility:
 - a. Scientific and common name of each species
 - b. Number of each species
 - c. Sex of each individual
 - d. Each individual's reproductive capacity (neutered or not, etc.)
 - e. How species are acquired
 - f. How each species will be transported locally
 - Details of housing/enclosures for each species
 - Information on how each species will be cared for and managed including nutrition, medical care, enrichment activities
 - Description of species-visitor interactions including tours and petting/feeding activities etc.
 - Description/sample of educational signage for each species
 - Training schedule for tour guides and animal handlers
 - Description of and method of treatment/handling for any dead or diseased animals
 - An assessment of the potential impacts and proposed mitigation measures, with special emphasis on accidental release/escape
 - Description of the existing location/environment of the facility, including details of any features, structures or other facilities present
 - Details of landscape plan
 - Details of any works (land preparation/construction) to be undertaken
 - Description of and method of treatment and/or disposal of any waste generated
 - Copy of certifications/accreditations for staff and facility (if any)

- **Plans/Drawings** (must be drawn to scale) (*4 copies*)
 - Detailed Site Layout Plan (*including setbacks, buildings/enclosures and associated infrastructure, recreational spaces*)
 - Detailed Architectural Plans (*including all floor plans and elevations*)

***Informative** - Architectural drawings must be certified by a locally registered architect, engineering drawings by a locally registered professional engineer, and subdivision plans by a Commissioned Land Surveyor.*

- **Proof of Ownership**
 - Copy of title(s) or,
 - A probated will or,
 - Lease agreement along with a copy of the title and a consent letter

Informative

- *If the applicant is not the owner, a letter of authorization from the title holder(s) witnessed by a Justice of the Peace, giving the applicant permission to use the land for the proposed activity, must be submitted along with a copy of the title and a copy of an ID for both parties*
- *If the registered title is held jointly, all parties must be reflected as applicants **or** there should be a letter or authorization from the other title holder(s) giving the applicant permission to use the land for the proposed activity. The letter or authorization must be witnessed by a Justice of the Peace and be presented along with a copy of an ID for all parties*
- *Anyone applying for a Permit and Licence on behalf of someone else, must submit a letter authorizing them to apply for the Permit/Licence. The letter must also state the extent of their authority in relation to the application and in whose name the Permit/Licence should be issued. The letter must be signed by all the relevant parties who they represent, witnessed by a Justice of the Peace, and presented along with a copy of the Identification for all parties e.g. current Driver's Licence, National ID or Passport.*
- *Information presented in the Project Brief must correspond to the information presented in the supporting plans/ drawings.*

Please be advised that the Permit **MUST** be collected within **THREE (3) MONTHS** of the date of the approval by the Authority. Failure to do so will result in the approval being withdrawn and reapplication for the Environmental Permit being required.