



## Urban Chicken(s) Permit Application

Please Note: Incomplete applications will not be processed.

### Applicant Information

Applicant Name (must be owner or listed on lease)	Applicant Phone Number	Date of Application
Street Address of Applicant (Street Number/	Email Address	Rental Property <input type="checkbox"/> Yes <input type="checkbox"/> No
Total number of (hens) Chickens _____ (Not to exceed 6). No roosters are permitted.		

### Property Owner Information

☐ Check Box if Applicant and Property Owner are same.

Name			
Address (Street No. & Name)	City	State	Zip Code
Home Phone	Mobile Phone	Email Address	

### AFFIDAVIT of APPLICANT FOR URBAN CHICKEN PERMIT

I, \_\_\_\_\_, do hereby swear and affirm as follows:

1. I acknowledge that the issuance of an Urban Chicken Permit by the City of Sturgis is contingent upon my compliance with all relevant sections of the City of Sturgis Code of Ordinances, including but not limited to Section 10-64 - Keeping of Animals, Fowl, etc. Restricted and Section 10-65 - Urban Chickens.
2. I agree, as a condition of being issued a permit for the keeping of chickens, to comply fully with the aforementioned ordinances and acknowledge that any violation of the local ordinance on the premises may be cause for objection to the renewal of the permit or for the revocation of the permit by the City.
3. I understand and agree that if the permit is revoked, not renewed, or if I discontinue the keeping of chickens under a valid permit, all structures permitted under the Urban Chicken Permit, including but not limited to coops and enclosures, must be removed from the premises.
4. I acknowledge that an Urban Chicken Permit issued by the City of Sturgis is non-transferable and may not be assigned to another applicant or party.
5. I affirm that all information provided in the application for this Urban Chicken Permit is true and accurate to the best of my knowledge.

I further agree to comply with any additional terms or conditions imposed by the City of Sturgis as part of the Urban Chicken Permit.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

### **To be completed only if the applicant is a tenant and not the property owner.**

I am the owner/landlord of \_\_\_\_\_, and I give permission for my tenant, \_\_\_\_\_ to install a chicken coop with enclosure and keep chickens on the property. I understand that if a valid urban chicken permit is not issued to my property the coop and enclosure shall be removed.

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Property Owner: \_\_\_\_\_

## Permit Fees

Initial Permit Application Fee - \$75.00 - (Includes 1st Inspection Only)	\$
Additional Inspection Fee - \$50.00	\$
Keeping of Chickens Prior to Permit Issuance Fee - \$100.00	\$
Permitted Chickens Running At Large (Per Chicken) - \$40.00	\$
<b>Total Fees Due.</b>	\$

**GL Acct: 101.000.655001**

**Fines for Violations Associated with the Keeping of Chickens (Sturgis Zoning Code of Ordinances section 10-64 and 10-65)**  
**First Offense - \$150.00 Second Offense - \$300.00 Any Additional Offenses - \$500.00**

## Office Use Only

PROPERTY ID# 75-052- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ ZONED \_\_\_\_\_

PROPERTY OWNER VERIFIED? ☐ YES ☐ NO

\_\_\_\_\_ Site Inspection APPROVED/DENIED DATE: \_\_\_\_\_

\_\_\_\_\_ Site Inspection APPROVED/DENIED DATE: \_\_\_\_\_

\_\_\_\_\_ Application APPROVED/DENIED DATE: \_\_\_\_\_

\_\_\_\_\_ Zoning APPROVED/DENIED DATE: \_\_\_\_\_

\_\_\_\_\_ Permit Issued PERMIT NUMBER \_\_\_\_\_ Leg Band Numbers \_\_\_\_\_

Signature of Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

## Permit Application Checklist

**Refer to City of Ordinance section 10-65.—Urban Chickens for all regulations.**

### **Application Process**

- Application Completed and Submitted with sketch plan. You may request an aerial map of the property from the City to complete your sketch plan.
  - Sketch plan shall include the following:
    - Location of chicken coop, chicken runs, and fencing. Provide details of height and style of fence and details (drawing or picture of coop). All must be fully enclosed (sides and top covered). Minimum run size is 8 square feet per chicken.
    - Indicate all setbacks (distances in feet) from all property lines and structures on same property. No coop or enclosure shall be located closer than 10 feet to any property line of an abutting lot. Chickens coop and enclosure shall only be located in the rear yard.
    - The coop or enclosure shall not be located closer than 40 feet to the nearest residence on an abutting lot (including principal structure, decks, porches, sunrooms or similar areas attached to a principal structure). Indicate dimensions from abutting properties residential structures on sketch plan.
    - Indicate how far the coop and enclosure are from the principal structure (house). This distance must be a minimum of 10 feet.
    - If there are any accessory structures, indicate the distance between the coop/enclosure and the accessory structure. This distance must be a minimum of 3 feet.
- The principal use of the applicant's property is a single-family dwelling. (Urban chickens are not permitted in multi-family dwellings, multiple single-family dwellings on a single lot, duplex, or apartments.)
- If the property is a rental, provide written authorization from the property owner.

### **Inspection Process**

- If it is determined that the property meets the ordinance requirements you will be notified and may set up your coop and enclosure for inspection. An inspection will be scheduled. Please note: the application will not be approved, and permit will not be issued until property is found to be in compliance.
  - Coops and enclosures must be clean, dry, odor-free and kept in a neat and sanitary condition.
  - All enclosures shall be constructed or repaired to prevent rats, mice, other rodents, or predators from being harbored underneath, within or within the walls of the enclosure.
  - All feed and other items associated with the keeping of chickens shall be kept in a vermin and predator proof sealed container.
  - Waste materials (feed, manure, and litter) must be disposed of in an environmentally responsible manner. Piling waste materials on the property is not permitted. Litter must be kept dry.
  - The use of corrugated metal/fiberglass, sheet metal, plastic tarps, scrap lumber or similar materials not in keeping with the appearance of other accessory structures in the immediate area of the property will not be permitted, unless approved by the zoning administrator.
  - The use of extension cords will not be permitted.

**\*\*The initial inspection is included with your application fee. Any additional inspections will be charged \$50.00 and must be paid prior to the inspection being completed. No permits will be issued until all fees are paid.**