



Chicken Permit

To allow harboring of no more than 4 hens in the Village of McFarland

License Type:

- New * **Separate building permit required for chicken coop**
- Renewal

Fees:

- 1 year new* or renew \$20 (must be renewed annually by May 31st of each year)
- 1 year renewal -\$40- (If applied/paid after May 31st of the current year)
- New first time license- applying to have chickens after May 31st - \$20.00

Payable at time of application

This application must be completed in its entirety or it will be rejected as incomplete. This application will also be rejected for any omissions. The Village of McFarland Chicken Permit Policy can be found on the Village website.

Applicant Information (please complete all information)

Single-Family Dwelling or Two-Family Dwelling Rental Unit or Owner Occupied

Last Name:

First Name:

Middle Initial:

Physical Address:

City, State and Zip Code:

Mailing Address: (if different)

City, State and Zip Code

Property tax parcel #

E-mail address:

Home/Cell Phone Number:

Work Phone Number:

Pursuant to Section 62-69(d) of the McFarland Municipal Code – This application and supporting documents shall be submitted by the Permittee/Applicant and approved by the Village Building Inspector to raise, harbor or keep chickens (hens) within the Village limits of McFarland. By signing this application, the applicant attests to having read and understood the requirements of this ordinance and affirms that all submitted information is true and correct. It is further understood that a maximum of four (4) hens are allowed and shall only be placed on the applicant-occupied permitted address. The hen house must be at least 10 feet from the property line and 25 feet from any neighboring residential structure.

If approved, this permit is good from June 1 of the year of issuance until May 31 of the following year for an annual fee of **\$20.00**, and, **must** be renewed annually. This permit is intended for the applicant and is considered non-transferable. The applicant understands and agrees to not allow their hens to become a nuisance or burden on the community or neighbors which violates this or other applicable codes. Failure to comply with the provisions of this or related ordinances shall result in fees, fines, penalties and possible revocation in accordance to law.

Required Documentation

If the application is a renewal application, and your State of Wisconsin Livestock license will be current for that year, no additional documentation is required.

If the application is a new application, or your livestock license is expired, the following must be provided:

- A copy of State of Wisconsin Livestock Premises Registration
- If a rental, a signed letter from property owner advising they approve of your intention to harbor hens on their property.
- A copy of your building permit and site plan showing the location of the enclosed chicken coop, any fencing. **A separate building permit fee is required with building permit application for new applications.**
- You have verified, per your covenants and restrictions for your neighborhood, you are allowed to have chickens.

How to Obtain a Village of McFarland Chicken Permit

1. Notify others as required that you will be keeping chickens on the property.
 - If the property in an owner-occupied single-family home, no notification is required.
 - If the property is not owner-occupied, Applicant/Resident must notify the property owner.
2. Read and understand Section 62-69(d) pertaining to the keeping of chickens (below).
3. Register with the Wisconsin Department of Agriculture, Trade and Consumer Protection "Livestock Premises Registration" at http://datcp.wi.gov/Animals/Premises_Registration/index.aspx This registration is free and can be done online or the form can be printed, completed and mailed in. Once registered, you will be given a registration number.
4. Submit the completed application, a copy of your Livestock Premises Registration, a copy of your site plan, and \$20 (by check, money order) to the Village of McFarland, P.O. Box 110, McFarland, WI 53558.
5. For the initial permit you will need to apply for a building permit for the coop, and pay the corresponding permit fee. The building inspector will contact you to review your site; further inspections may take place as needed without notification.

Note: Chicken permits must be obtained/renewed annually, prior to June 1 of each year, or within 30 days of acquiring chickens. The license year begins June 1 and ends the following May 31. Payment is in cash, check or money order; we are not able to accept any type of online or electronic payment.

MCFARLAND MUNICIPAL CODE

62-69(d) Keeping of chickens. The keeping of no more than four chickens shall only be allowed in the R-1, R-1A, R-1B, R-2 and R-3 districts provided that:

- (1) The principal use is a single-family or two-family dwelling.
- (2) No person shall keep any roosters.
- (3) No person shall slaughter chickens outdoors.
- (4) Chickens shall be provided with a structure and area exclusively devoted for use as a hen house and fenced outdoor enclosure.
 - a. Chickens must be kept in the hen house or fenced outdoor enclosure at all times and shall not be allowed to run free.
 - b. The hen house shall be a covered, predator-resistant, well-ventilated structure, providing a minimum of two sq. ft. per chicken.
 - c. The outdoor enclosure shall be adequately fenced to contain chickens and protect them from predators.
 - d. The hen house must be kept in a clean, dry, and sanitary condition at all times.
 - e. The outdoor enclosure shall be cleaned on a regular basis to prevent the accumulation of animal waste and offensive odors.
 - f. Chicken feed, if stored outdoors, must be kept in rat-proof containers.
- (5) The hen house or outdoor enclosure shall be located in the rear yard and no closer than 25' to any residential dwelling on an adjacent lot, nor closer than 10' to the property line.
- (6) The hen house and outdoor enclosure shall comply with the maximum lot coverage and height requirements for accessory buildings. Refer to Sec. 62-227 of the Village of McFarland Municipal Code.
- (7) The permittee shall comply with Wis. Admin. Code § ATCP 17.02 relating to livestock premises registration.
- (8) Annual Permit.
 - a. Any person who keeps chickens in the Village of McFarland shall obtain an annual permit prior to June 1st of each year, or within 30 days of acquiring the chickens. The permit year commences on June 1st and ends the following May 31st.
 - b. As part of the initial permit approval process, the Village Building Inspector shall inspect the applicant's property for compliance with this ordinance. The annual permit renewal process shall not require re-inspection.
 - c. The Zoning Administrator may revoke a permit if there are two or more violations of this ordinance, or Chapter 20 of the Village of McFarland Municipal Code, within any six-month period.
 - d. Applications shall be made to the Community Development Department on such forms as deemed appropriate, and a fee shall be established from time to time by the Village Board and provided in Appendix A to this code. Failure to obtain the required permit and pay the required fee will result in forfeiture, including doubling the permit fee."

62-69(d) Keeping of chickens permit \$20.00 annually

This Ordinance shall be effective upon publication. The above and foregoing Ordinance was duly adopted at a regular meeting of the McFarland Village Board on the 23rd day of May 2011, and amended on December 11, 2017.

Certification

I certify that I am the applicant in the foregoing application and any attachments thereto, that I have read and made complete answers to each question, have read, understand and agree to the provisions of the ordinance, and that my answers are true and correct.

Signature of Applicant:

Date:

FOR OFFICE USE ONLY

- Approved - Denied - Rejected – Incomplete Application

Date Property Inspected:

Date Received:

Comments:

Permit Number:

Cash _____/Check number #: _____

Receipt Number: _____

Date Approved/Denied/Rejected