

## CHICKEN LICENSE CHECKLIST

## ITEMS NEEDED PRIOR TO APPLICATION

| Completed Chicken License Application which includes:   |
|---|
| Please attach a scaled site plan or property survey showing the dimensions of the lot, the distance from the proposed coop structure and enclosure to any property lines, and the dimensions of the coop structure and enclosure. |
| Approval by City Planner (Application must be signed by Planner)  |
| Adjacent Neighbor Consent Form completed  |
| Payment of \$75.00 Lifetime License Fee   |

- Once you have completed construction of the structure and chicken run, please contact the Code Enforcement Officer at 651-554-3216 to set up a time for an inspection. The inspection will include making sure you followed the site plan as approved by the City Planning Department.
- After the inspection is completed and approved, you will be mailed your chicken license.

For questions about the structure and chicken run, please contact:

City Planner

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651-554-3273



## City of South St. Paul Chicken License Application

\$75.00 License Fee

Lifetime License

| Applicant Name:   | Address:                           |  |  |  |  |  |  |
|---|------------------------------------|--|--|--|--|--|--|
| Telephone # (home):   | Telephone# (alternate):            |  |  |  |  |  |  |
| Property Owner Name (if different than applicant):  | Address:                           |  |  |  |  |  |  |
| Number of Chickens applying for: (Maximum 4)  |                                    |  |  |  |  |  |  |
| <ul> <li>⇒ Please attach a scaled site plan or property survey showing the proposed location of the structure and enclosed outdoor area to house the chickens on the subject property along with dimensions of the structure and enclosure</li> <li>⇒ Please attach a drawing or picture of the proposed structure along with a list of the exterior materials for the structure</li> </ul>   |                                    |  |  |  |  |  |  |
| Shelter and Enclosure Requirements:   |                                    |  |  |  |  |  |  |
| <ul> <li>Only one chicken structure and/or run shall be allowed per lot</li> <li>No chicken structure or run shall be constructed on a lot prior to the time of occupancy of the principal structure</li> <li>Structure and runs shall not be located in the front or side yards and shall not be placed within any drainage or utility easements</li> <li>Any structure or chicken run shall be set back at least twenty-five feet (25') from any principal structure on an adjacent lot and ten feet (10') from all property lines</li> <li>Structure and run fencing must be consistent with applicable zoning codes:</li> <li>Exterior materials for the structure shall be consistent with the requirements for accessory buildings; in particular they must have finished exterior surfaces (painted, stained, sealed, etc.)</li> </ul> |                                    |  |  |  |  |  |  |
| <ul> <li>The maximum height for the structure is 12 feet from ground to the peak of the roof</li> <li>The maximum size for the structure is 120 square feet</li> <li>A floor is not required for the structure</li> <li>Fencing for the structure or run may utilize poultry netting fence. Fencing for the enclosed outdoor area should be six feet high to better protect the chickens from predators</li> <li>See attached ordinance for future requirements</li> </ul>  |                                    |  |  |  |  |  |  |
| Approval by City Planner  |                                    |  |  |  |  |  |  |
| Date:   | Approved: City Planner             |  |  |  |  |  |  |
| Approval by Code Enforcement Officer  | City France                        |  |  |  |  |  |  |
| Date:   | Approved: Code Enforcement Officer |  |  |  |  |  |  |
|   |                                    |  |  |  |  |  |  |
| Date of Application:  | Signature of Applicant             |  |  |  |  |  |  |
| FOR OFFICE USEONLY:   |                                    |  |  |  |  |  |  |
| Received:   | Receipt #:                         |  |  |  |  |  |  |

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## Chicken Permit Application Adjacent Neighbor Consent Form

City Clerk's Office 125 3rd Avenue North South St. Paul, MN 55075 (651) 554-3204

| Applicant Name:   |  |   |
|---|--|---|
| Applicant Address:  |  |   |
| owners consent to license. (Roosters a that the applicant's property legally ab | by the City, and no chickens shall be allowed to be re prohibited). For purposes of this permit, "adjauts, including properties on the other side of a stream a husband and wife or all joint owners. It does not be stream or the control of the cont | cent property" means all parcels of property eet or alley. "Owners" means all the legal |
|   | to keep chickens. A maximum of four chickens   | may be kept under this license. If you are  |
| CONSENT FOR ISSUANCE  | OF LICENSE:  |   |
| Printed Name  | Address  | Signature   |
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|   |  |   |
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|   |  |   |
|   |  |   |
| DO NOT CONSENT TO ISSU  | JANCE OF CHICKEN LICENSE:  |   |
| Printed Name  | Address  | Signature   |
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