



Chicken Keeping Permit

Please review [section 12.17](#) of the Municipal Code before submitting your application.

Owner Information:

1. Name:
2. Phone Number:
3. Email:
4. Address:

Coop Information:

1. Address (if different from the address listed above):
2. Is your proposed coop location within 100' of any neighboring units?
 - a. YES
 - b. NO

*If the answer to #2 is yes, written approval must be granted by all abutting property owners whose dwelling unit is within 100' of the proposed coop. A copy of each written approval must be submitted with this permit application.

3. A site plan (drawing) of the lot and the coop location must be submitted with this permit. The drawing should show:
 - a. Coop dimensions (must have at least 3 sq. ft. per hen)
 - b. Setback distance from rear lot line (in feet)
 - c. Setback distance from side lot line(s) (in feet)
 - d. Setback distance from sidewalk(s) (in feet)
 - e. Distance from dwelling units on neighboring properties (in feet)
 - f. Distance from dwelling unit on property (in feet)

Chicken Information:

1. Please confirm that your intent is to keep chickens for personal and not commercial use (selling of eggs or breeding for purpose of selling birds):
 - a. YES, I intend to keep chickens for personal use only and do not intend to sell commercially eggs and/or birds.
2. How many chickens are you proposing to keep on your property? A maximum of six hens and no roosters are permitted:

Chicken Keeping Permit Fees: \$24.00

This permit expires January 1st of the following year and must be renewed to continue keeping chickens.

Fees are payable as follows:

- Credit Card
- Cash
- Check or Money Order made payable to City of Kaukauna

For Applicant Use Only:

As the permit applicant I declare that this application and all attachments are true, correct, and complete to the best of my knowledge. In submittal of the signed application, I acknowledge that it is my responsibility to comply with the terms and conditions pursuant to City of Kaukauna Ordinance #2017-1760. I further understand that this permit application grants a right of inspection of my permitted coop and run between 8:00 AM – 5:00 PM. Finally, I understand that the Building Inspector, or his or her designee, may suspend or revoke any permit issued for violations of this ordinance, laws, or requirements regulating activity and/or for other good cause.

Signature of Applicant:

Signature of Property Owner (if different from applicant):

Date of Applicant Submission:

For Department Use Only:

Date Permit Application Received:

Site Plan Reviewed:

Payment Received?

Payment Receipt #:

Final Inspection Date:

Name of Staff Inspecting and Reviewing Application:

