



Hen Keeping Permit & Guidelines

(Zoning Review)



Submission of application:

- Fully completed the application.
- Attach a property survey or site plan depicting lot dimensions, property pins, and location of coop and run (The City may provide survey if on file).
- Attach permit fee.
- Applicants to locate and expose property pins to verify property lines. This is a property owner responsibility.
- No coop or run within 10' of a property line or 25' from any residence, the Applicant's or neighbors.
- Inspections required before work commences and final inspection after coop/run constructed.



City of Belle Plaine
 218 N. Meridian Street
 P.O. Box 129
 Belle Plaine, MN 56011

Community Development Department
 Phone: 952-873-5553
 Fax: 952-873-5509
 Inspections: 952-873-5553

HEN PERMIT APPLICATION (Zoning Review)	Permit # : _____
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SITE ADDRESS:	P.I.N.:
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OWNER NAME: (and Address if different than Site Address)	Phone: Email:
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<input type="checkbox"/> CONTRACTOR or <input type="checkbox"/> HOMEOWNER COMPANY NAME: ADDRESS:	Contractor License: Phone: Email:
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Coop Height (15' max): ____ Coop Dimensions (Six sq. ft. min/24 sq. ft. max.): (L) __ x (W) __
 Coop Finish Materials:
 Distance from residential structure (25' minimum):
 Setback from property line (10' minimum): **Rear:** _____ **Side:** _____

Run Height (6' max):
 Run Material (if not traditional fence, perimeter of run must be fully screened from view):

I certify I have read, understood, and agree to standards contained in Section 800.18 of the City Code and all other applicable standards: **Y** **N**

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| Application must include:
<input type="checkbox"/> Completed application
<input type="checkbox"/> Site survey with location of coop and run
<input type="checkbox"/> Description or samples of proposed coop and run materials
<input type="checkbox"/> Signed acknowledgment Applicant has read, understood and agrees to standards.
<input type="checkbox"/> Permit fee (\$50) | Steps to acquire permit:
<input type="checkbox"/> Locate and mark property pins
<input type="checkbox"/> Make sure to meet setback requirements
<input type="checkbox"/> Mark location of proposed coop and run
<input type="checkbox"/> Submit application and appropriate fees
<input type="checkbox"/> Call for pre-construction inspection
<input type="checkbox"/> Commence work
<input type="checkbox"/> Call for final inspection |
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Signature of this application by the legal property owner or a licensed contractor, as the owner's representative is required and authorizes the City of Belle Plaine Zoning Administrator or designee and the City of Belle Plaine Building Official or designee to enter upon the property to perform needed inspections. Entry may be without prior notice. Permit expires when building and work is not commenced within **180 days** from the date of Permit issued, or if building and work suspended, abandoned or not inspected for 180 days.

I hereby acknowledge that I have read this application and state that all information is true and correct to the best of my knowledge. I further agree that all work performed will be in accordance with approved plans, specifications and conditions, and to abide by all of the ordinances of the City and the Laws of the State of Minnesota regarding actions taken pursuant to this permit. I agree to pay all plan review fees even if I choose not to proceed with the work.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

OFFICE USE ONLY

<input type="checkbox"/> Site survey/plan attached		Date Received: _____
<input type="checkbox"/> Property pins have been located	Permit fee: \$ _____	Form of Payment: _____
<input type="checkbox"/> Proposed materials identified	Other: \$ _____	Date Issued: _____
<input type="checkbox"/> Applicant acknowledges, agrees to required standards	Total Due: \$ _____	Transaction Number: _____
		Issued By: _____

Building Official or Designee: _____	Date: _____
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Zoning Administrator or Designee: _____	Date: _____
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The following are highlighted standards for the keeping of chickens in the City of Belle Plaine. The entire code pertaining to keeping of chickens, including Section 800.18 in particular is hereby incorporated by reference.

Keeping of Chickens General Requirements:

- One-time permit required.
- Maximum of six hens allowed per parcel.
- Hens only roosters are not permitted. Chickens only no other type of fowl or animal.
- Personal use as egg-source only, accessory to established one or two family dwelling zoned R-1 Low Density Single Family Residential District, R-2 Low Density Single Family Residential District, or R-3 Medium Density One and Two Family Residential.
- All hens must remain in an approved coop or an enclosed run at all times. Keeping of chickens in a residence, porch, or attached garage is not permitted.
- Keeping of hens is for personal use as egg source only. No raising of chickens for breeding or fighting purposes is allowed. The sale of chickens or chicken by-products, including eggs, from or on the subject property is not allowed.
- Slaughtering of hens, including for culling purposes, is not permitted within the City limits. Authorized removal methods include humane euthanasia by a veterinarian or relocation out of City limits.

Standard of Care Requirements:

- Keepers of chickens shall adhere to good management and husbandry practices and maintain hens in such a condition so as to prevent distress, disease, and welfare issues.
- Chickens shall be properly protected from the weather and predators in a coop and have access to the outdoors in a run.
- Keepers of chickens shall provide appropriate food, liquid (unfrozen) water, shelter, light, warmth, ventilation, veterinarian care, and opportunities for essential behaviors such as scratching, pecking, dust-bathing, and roosting.
- Chickens shall be kept in a humane manner that complies with Minnesota Statutes Chapter 343.
- Animal health authorities shall be notified immediately of any disease issues that arise and may affect the public.

Permit Requirements:

- Permit application shall be on a form provided by the City and accompanied by a one-time fee.
- Application to include a site plan showing: (1) the location and size of the proposed coop and run; (2) proposed setbacks from the coop and run to property lines and residential dwellings, including those on abutting lots; (3) proposed coop and run materials; (4) proposed run height; and (5) other information required by the City necessary to process the permit.
- The City may inspect the premises for which a permit has been applied or granted in order to ensure compliance. If the City is not able to obtain the occupant's consent to inspect the property, a permit may not be granted or, if issued, may be immediately revoked.
- The City may revoke any permit issued for keeping of chickens if the permit holder fails or refuses to comply with the requirements of the City Code or any state or local law governing the cruelty to animals or the keeping of animals. Any person whose permit is revoked shall within ten (10) days humanely dispose of all chickens owned, kept, or harbored at the subject property. Any person whose permit is revoked shall completely remove required coop and run within thirty (30) days.
- Persons no longer intending to keep chickens on a subject property shall notify the City in writing and remove required coop and run.

Coop & Run Requirements:

- One coop and one run or exercise yard is allowed per parcel. The coop and run must be accessory to an existing residential dwelling on the same parcel.
- Coop and run shall be located in the rear yard of the parcel and setback a minimum of: ten (10) feet from any property line and twenty-five (25) feet from any residential dwelling on an adjacent parcel.
- Coop must provide at least one (1) square foot of area for each hen but shall not exceed twenty-four (24) square feet in total area.
- Coops shall be fully insulated and draft free. Coops shall be elevated a minimum of 12 inches and a maximum of 24 inches above grade to ensure circulation beneath the coop.
- Coops shall employ exterior building materials that are similar in type and quality to those employed on the principal structure and meet standards for accessory structures contained in Chapter 1104 of the City Code.
- Runs must be attached to the coop and completely enclosed. Run size cannot exceed ten (10) square feet per chicken. Run fencing cannot exceed six (6) feet in height.
- Run is to be comprised of accepted residential fence materials identified in Chapter 1107.02 of the City Code, except that runs may be enclosed wood or woven wire materials provided the run is fully screened at all times from adjacent properties.

- Runs may allow chickens to contact the ground.
- Runs must be fully enclosed or have a protective overhead netting to keep the chickens separated from other animals.

Waste Disposal & Nuisance Conditions

- All grain and food shall be stored indoors in a rodent proof container.
- All premises on which chickens are kept or maintained shall be kept clean from filth, garbage, and any substances which attract rodents. The coop and its surrounding area shall be cleaned frequently to control odor.
- Waste materials including manure, litter, and feed shall not accumulate in a way that causes an unsanitary condition or causes odors to be detectible from another property. Waste shall be disposed of in an environmentally responsible manner. Piling waste materials on the subject property is prohibited.
- Deceased chickens shall be removed as soon as possible but no later than 24 hours after death and shall be disposed of by double bagging and placing in the garbage or taking to a veterinarian for disposal.

Sample Site Plan

