

VILLAGE OF ELBRIDGE
Chicken Permit Application

Village Code – Chapter 48-3 M

It shall be unlawful for any person in the Village to keep or suffer to be kept any farm animals, poultry wherever located in the Village, unless such person shall first obtain a written permit to do so from the Village Board of Trustees. The fee for such permit shall be established by the Village Board of Trustees.

PROCEDURE

Submit the following required items with your completed application:

- Complete all applicable sections of the Chicken Permit Application as required by Chapter 48 of the Village of Elbridge Animal Code.
- Copy of enclosure layout and property survey showing proposed location.
- All applicable parties must provide their notarized signatures on the application.
- Payment for processing must be received with application.

- A) An application is considered complete once all applicable required items have been received. The permit application shall be reviewed by the Codes Enforcement Officer and referred to the Board of Trustees. The application will be added to the agenda for the forthcoming regular meeting.
- B) Applicant must be present at time of Board of Trustees review.
- C) Board of Trustees will review application and approve or deny.
- D) Formal written notification of approval/denial will be sent to applicant via postal mail within one week of Board of Trustees determination.
- E) If approved, permit will take the form of a letter from Board of Trustees. Permits are nontransferable.
- F) Permits shall be revocable at any time by the Board of Trustees per Chapter 48 Exception Sections.

Guidelines for Enclosures: All poultry shall be kept outside of the dwelling in an enclosure which shall include a coop and a pen/run which will allow for an indoor space (coop) to roost at night and an outdoor area (pen/run) for daytime use and exposure to fresh air and sunshine. The poultry enclosure shall be maintained in a clean, dry, odor-free manor at all times. All manure, uneaten feed, and other trash shall be regularly removed and properly disposed of so the poultry enclosure does not constitute a nuisance, safety hazard or health problem. A) The poultry enclosure shall be secure to prevent the entry of rodents and predators, and shall effectively contain and protect poultry. b) The poultry coop shall be constructed of solid material on all sides, including roof and door(s). Vents, covered with wire, shall be placed as necessary for adequate ventilation. c) The coop must have roosting bars for poultry to perch and sleep on. d) The coop and pen/run shall provide adequate area per animal and access to fresh water at all times. e) The pen/run shall be connected to the coop, consist of traditional building or fencing material and shall be covered by wire, netting or solid building material. The pen/run shall provide exposure to both sun and shade. f) Poultry may be allowed to "freely roam" within the pen/run outside their enclosure. The coop and pen/run shall be constructed and maintained in a workmanlike manor comparable to that of accessory structures.

CHICKEN PERMIT APPLICATION

All applicable sections of this application must be completed; incomplete applications will not be considered.

Applicant Name: _____

Address: _____

Tax Map #: _____ Zoned: _____

Property Owner: _____ Daytime Phone: _____

Address: _____

Tenant Name: _____ # of Units: _____

Phone number: _____ Cell number: _____

Fee Schedule: Number of Chickens: Six (6) or fewer females Fee \$150.00

***Roosters are prohibited** Check # _____ Amount Rec'd \$ _____

Copy of planned enclosure layout provided. (YES) (NO) SITE REVIEW: Lot size: _____

Fencing present: (YES) (NO) If Yes, Current Height is _____ feet

Notes: _____

_____ COE Recommendation: Positive Negative

Applicant Certification: I hereby certify that I have read the instructions and examined this complete application. That all ownership responsibilities under this permit will comply with the requirements of the Village of Elbridge Animal Zoning Ordinance and all other applicable regulations.

CONSENT TO ENTER PROPERTY: I recognize that by signing this application, I am giving consent to the Code Enforcement Official of the Village of Elbridge to enter the said property for the purpose of obtaining information relevant to the processing of this application. I also understand that by acceptance of a permit, I agree to allow representatives of the Village of Elbridge access to the property covered by the permit, at reasonable times, for the purpose of ascertaining compliance with the permit.

Property Owner Name: _____

Property Owner Signature: _____ Date: _____

STATE OF NEW YORK
COUNTY OF ONONDAGA

On this day, personally appeared before me _____, to me known to be the person(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she signed the same as his/her voluntary act and deed, for the uses and purposes therein mentioned. Witness my hand and official seal hereto affixed this _____ day of _____, 20____.

Notary Public

Tenant Name: _____

Tenant Signature: _____ Date: _____

STATE OF NEW YORK
COUNTY OF ONONDAGA

On this day, personally appeared before me _____, to me known to be the person(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she signed the same as his/her voluntary act and deed, for the uses and purposes therein mentioned. Witness my hand and official seal hereto affixed this _____ day of _____, 20____.

Notary Public

Official Use Only: Date Submitted: ____/____/____
Date Site Reviewed: ____/____/____ COE
Recommendation: Positive Negative

Date Reviewed by Board of Trustees: ____/____/____

Board of Trustees Recommendation: (Approved) (Denied) Date Permit Issued: ____/____/____

Permit # _____

Dated Revoked: ____/____/____ Revoked By: _____

Notes: _____