

CITY OF SANFORD

CHICKEN PERMIT APPLICATION



115 Chatham Street, Sanford, NC 27330

919.718.4656

zoning@sanfordnc.net

Please complete this form and submit it, along with a site plan and written consent from owners of all property adjoining the site in which chickens will be kept. This includes the individual lots surrounding the site, but not properties on the opposite side of any public street. The necessary details to be included in the site plan are listed below. **Chicken Permits are only required within the corporate limits of the City of Sanford.** Submit this application online at: www.sanfordnc.net/843/Online-Application-Site-Plan-Submittals

Application Date: _____ Parcel ID/Tax ID#: _____

Applicant Name: _____

Applicant Address (where coop shall be located): _____

Applicant Phone: _____ Applicant Email: _____

Property Owner Name (if different from applicant): _____

Property Owner Address (if different from applicant): _____

General Information Regarding This Permit

- *Required.* It is unlawful for any person to own, keep, or harbor any female chickens (hens) in the city without a permit or continue to own, keep, or harbor any female chickens (hens) after the permit is denied or revoked.
- *Permit Period.* Permits shall be valid for a period of three (3) years, unless earlier revoked. Permits are renewable in 3-year increments. Renewals should be applied for 90 days prior to expiration of the permit.
- *Permit Fee.* A non-refundable permit fee of \$60.00 is required, in advance for each 3-year permit.
- *Permit Denial or Revocation.* When a permit is denied or revoked for any reason, the applicant shall be given a written explanation of the reason for denial or revocation. The applicant or owner may appeal the decision to the Housing Board of Appeals. The applicant or owner may resubmit an application and plan, or apply for re-instatement of a revoked permit once corrective action has been taken, if the condition is correctable. The Department of Community Development shall consider the merits of

the resubmission or request for reinstatement and shall notify the applicant of its decision.

- *Revocation.* A chicken permit may be revoked:
 - when the permit has been mistakenly issued without compliance with Chapter 4, Animals of the Sanford Code of Ordinances;
 - When the applicant has submitted false information;
 - For a violation of any of the sections of Chapter 4, Animals of the Sanford Code of Ordinances;
 - When the health, safety, or welfare of any person or property is menaced by the keeping of these animals, as determined by the Department of Community Development;
 - When the animals become a nuisance.

Special Requirements for Keeping Female Chickens (Hens)

1. Female chickens (hens) shall only be allowed in residential areas.
2. No commercial chicken houses shall be allowed.
3. No residential lot shall have more than one (1) pen, coop, or other enclosure for keeping female chickens (hens).
4. Pens, coops, and other enclosures where female chickens (hens) are kept shall be considered an accessory structure as defined by the Unified Development Ordinance and shall meet all requirements for such accessory structures.
5. Pens, coops, and other enclosures where female chickens (hens) are kept shall be located a **minimum of 25 feet from any neighboring residential property**, and a **minimum of 50 feet from neighboring residential or commercial structures**.
6. Pens, coops, and other enclosures where female chickens (hens) are kept shall be physically separated from the primary dwelling.
7. Pens, coops, and other female chicken (hen) enclosures shall be discreetly located on the property and screened so that the female chickens (hens) they contain are not visible by line-of-sight from public roadways or from dwellings or commercial structures adjacent to the property.

8. A minimum of four (4) square feet of floor space and twelve (12) cubic feet of volume is required for each female chicken (hen).
9. No pen, coop, or other enclosure shall exceed the dimensions of 20ft x 20ft x 10ft (height); No enclosure or structure for keeping female chickens (hens) shall be greater than 12ft x 12ft x 10ft; and no such facility shall contain more than 20 female chickens (hens).
10. Each pen, coop, or other enclosure must have a well-drained run so that moisture does not accumulate.
11. Each pen, coop, or other enclosure must be kept clean, well-ventilated, sanitary, and free from objectionable odors. Refuse, droppings, or food residue must be removed daily and then double-bagged for disposal.
12. Male chickens (roosters) are prohibited.
13. Female chickens (hens) must be kept contained in the pen, coop, or other enclosure at all times. Free roaming of chickens on or off the owner's property is strictly prohibited. No chicken shall run at large.

 Signature of Property Owner(s)

 Date

I, _____, a Notary Public of _____ County, North Carolina, certify that _____ personally appeared before me this day and acknowledged the due foregoing instrument. Witness my hand and official seal, this the _____ day of _____.

 Signature of Notary Public

(SEAL)

My Commission Expires:

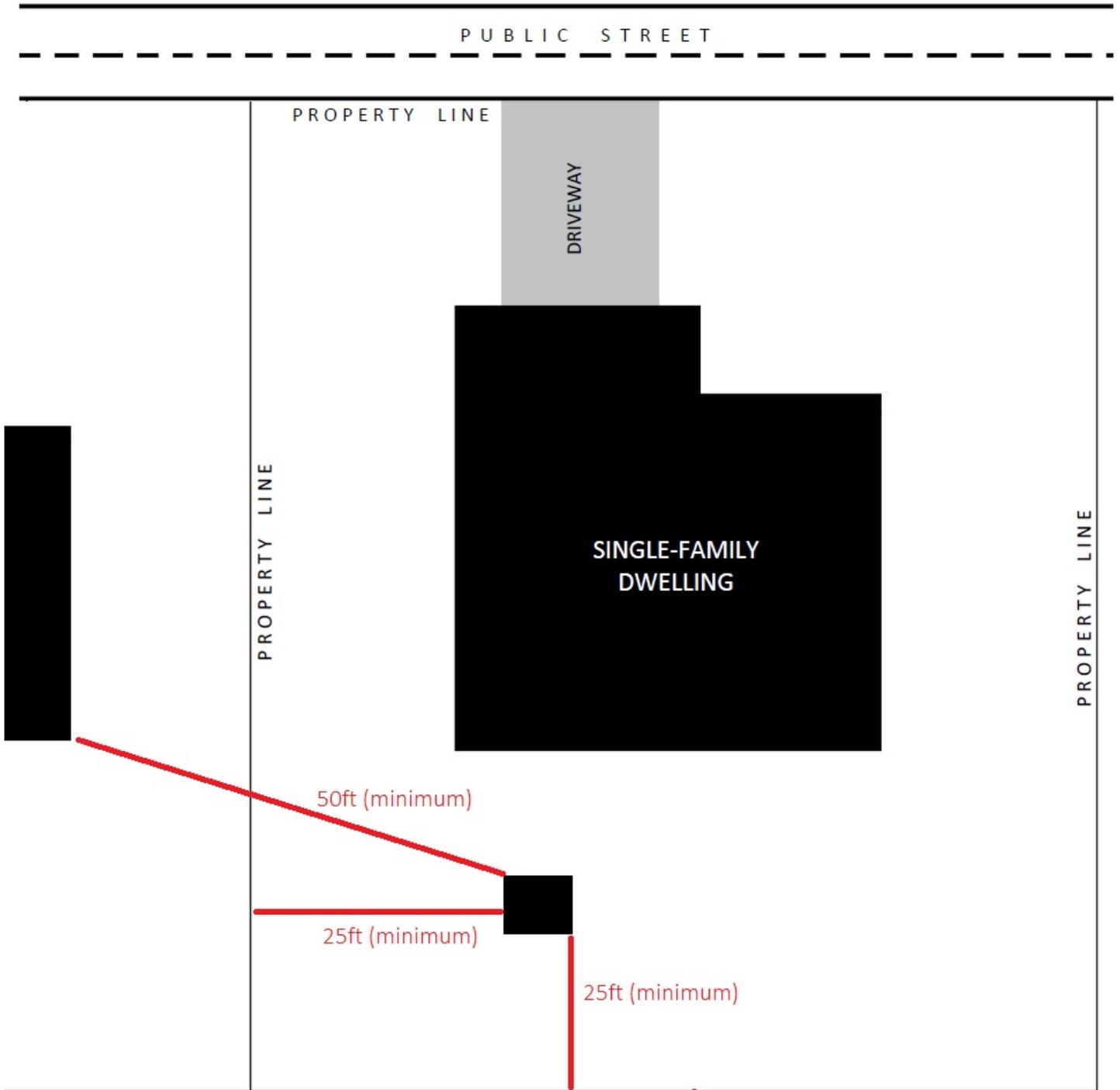
STAFF USE ONLY

EnerGov Case #: _____ Date Reviewed: _____

Request: Approved Denied Staff Signature: _____

If denied, explanation: _____

Site Plan Example



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ADJOINING PROPERTY OWNER CONSENT FORM



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As part of a complete chicken permit application submittal, the property owner applying for a chicken permit must submit written consent for the applicant's keeping of chickens from all adjoining property owners. Please note that written consent is only required from contiguous adjoining property owners, not from owners of property separated by streets or other public rights-of-way. **Please print as many of these as needed and submit them with your application and site plan as part of a complete submittal.**

Applicant Name: _____

Applicant / Subject Property Address: _____

As an adjoining property owner, I hereby give my consent for my neighbor, listed above, to maintain chickens and a chicken coop (or pen, or run) on his/her property, at the address listed above, to be maintained in compliance with all applicable local government regulations and ordinances.

Adjoining Owner Signature: _____ Date: _____

Adjoining Owner Address: _____