



**OFFICE OF THE CITY CLERK**

300 East Main Street  
 Sun Prairie, WI 53590-2227  
 (608) 837-2511  
 FAX (608) 825-6879

**Application for Chicken-Keeping License**

**\*\*All licenses expire December 31\*\***

Is this a Renewal Application?

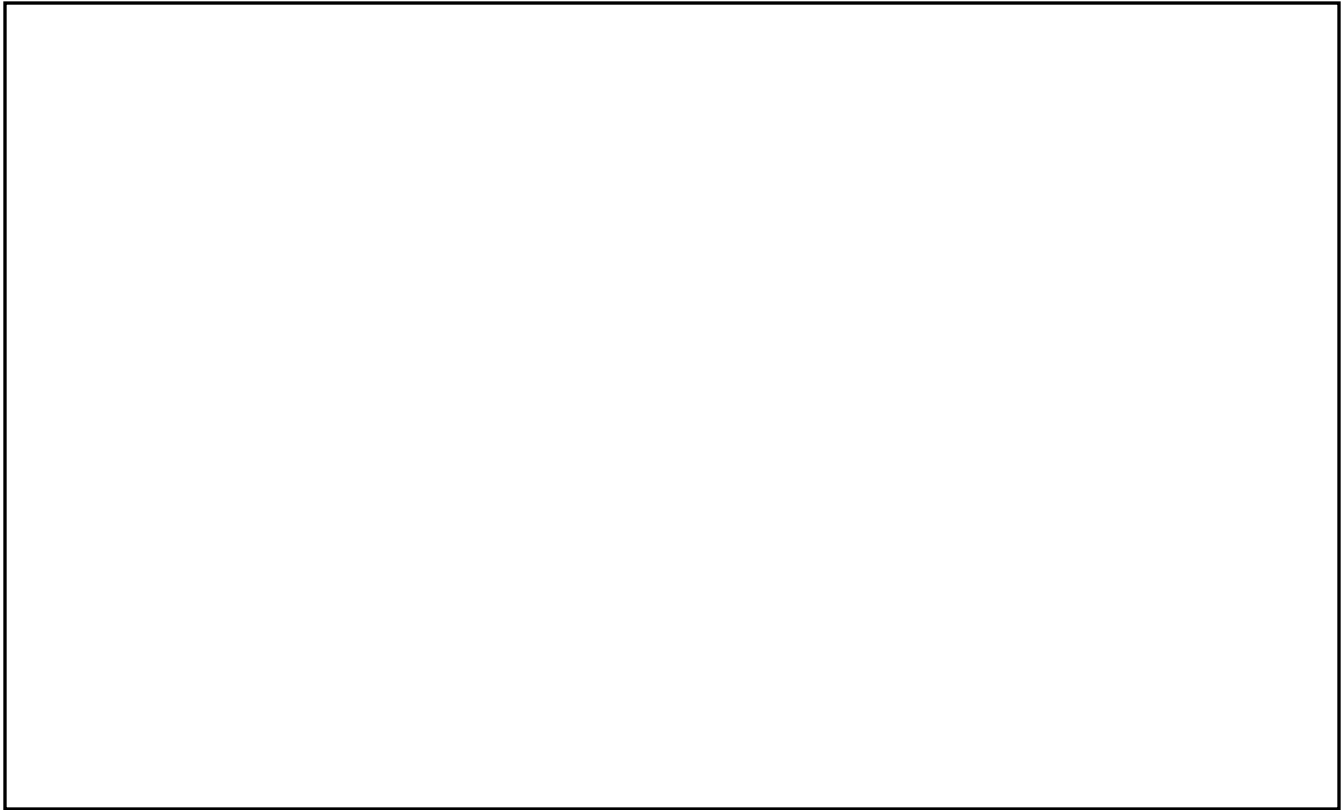
Yes, I held a Chicken-Keeping license last year.  No, this is my first time applying.  
 (No changes from prior year)

<b>Applicant Information</b> (If applicant is a business, provide the legal name of that business)	
<b>Name of applicant</b> (first name, middle initial, last name) <b>OR legal name of business</b> (or other legal entity)	<b>Phone number</b>
<b>All trade or other names, if any</b> (dba or "doing business as" name)	
<b>Address</b>	
<b>E-mail</b>	
<b>I have obtained my Wisconsin Livestock Premises Registration Card.* My code is:</b>	

<b>Structure Information</b>	
<b>Total square feet of coop and enclosure:</b> Minimum 16 square feet per chicken.	
<b>Square feet of coop alone:</b> (no more than 50 square feet)	
<b>Distance of enclosure to the nearest property line:</b> (at least 15 feet)	
<b>Initials</b>	I have obtained the required Special Use Permit from the Planning Department and paid the \$100 fee. <b>Special Use File Number:</b> _____
<b>Initials</b>	I have read and understand the conditions under which I may keep chickens. I agree to abide by these conditions, which are outlined in sections 17.16.140 (29) and 17.16.140 (30) of the City of Sun Prairie Municipal Code of Ordinances.
<b>Initials</b>	I understand that the Zoning Administrator may revoke my license to keep chickens if I fail to comply with the provisions of any ordinance regulating the keeping of chickens.

\* Registration with the Wisconsin Department of Agriculture, Trade and Consumer Protection is mandatory. The registration is free. Go to: [https://datcp.wi.gov/Pages/Programs\\_Services/PremisesRegistration.aspx](https://datcp.wi.gov/Pages/Programs_Services/PremisesRegistration.aspx)  
 You can either complete the registration form online, or print it and fill it out and mail or fax it in.

Use the area provided below to sketch the chicken-keeping site. Include distances from lot lines, structures (home, garage, shed), fences/barriers, pools, etc. Identify the size and location of the proposed chicken coop and run.



\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Printed name of applicant

\_\_\_\_\_  
Date

.....  
**OFFICE USE ONLY** - Application and fees accepted by \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

FEES:  Chicken-Keeping License – 1<sup>st</sup> year No fee until January 1, \_\_\_\_\_.  
 Renewal Chicken-Keeping License \$15.00/year

Total Fees collected: \$ \_\_\_\_\_

In regards to the issuance of this license, copies were sent for review to:

Planning Department  
 Building Inspection Date Referred \_\_\_\_/\_\_\_\_/\_\_\_\_

Planning Department: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_ Recommended  Approval  Denial  
Initials

Building Inspection: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_ Recommended  Approval  Denial  
Initials