

Date Received: _____

Permit Number: _____

Property Information

Property Address:	
Zoning Designation:	
Settlement Area Property:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Applicant Information

The applicant resides on the property where the backyard chickens are kept: Yes

Applicant is: **Owner** **Occupant**

Applicant's Name:	
Mailing Address:	
Telephone Number:	
Cellphone Number:	
Email Address:	

Property Owner Information (leave blank if the applicant and owner are the same)

Property Owner's Name:	
Mailing Address:	
Telephone Number:	
Cellphone Number	
Email Address:	

Required Documentation and Information

Site Sketch/Plan

A site sketch/plan is required for new applications or for a renewal with changes to the coop/manure area. The sketch or plan shall illustrate the location and size of the coop, outdoor run and manure storage area on the property, complying with the Coop Regulations (as outlined below) and set out in the By-law. A maximum of one (1) backyard chicken/hen coop and one (1) outdoor run shall be permitted per property.

Site plan/sketch attached to application: **Yes**

Coop Regulations – Settlement Area

Properties within a settlement area, as defined by the Township's Zoning By-law, shall not have the backyard chicken/hen coop (including manure storage area) or outdoor run located within:

- The intake Protection Zone – 1 (IPZ-1) or Well Head Protection Area (WHPA) with a vulnerability score of 10, as defined by the Township's Source Water Protection mapping;
- A front yard or exterior side yard;
- 3 m of any dwelling;
- 1.2 m of any lot line;
- 1.5 m of any structure;
- 3 m from and downgradient of any well location to avoid potential water source contamination;
- 3 m of any private sewage system (including tile bed); and,
- 15 m of any lot line on which a school is located.

Coop Regulations – Non-Settlement Area

Properties outside of a settlement area, as defined by the Township's Zoning By-law, shall not have the backyard chicken/hen coop (including manure storage area) or outdoor run, located within:

- The intake Protection Zone – 1 (IPZ-1) or Well Head Protection Area (WHPA) with a vulnerability score of 10, as defined by the Township’s Source Water Protection mapping;
- A front yard or exterior side yard;
- 5 m of any dwelling;
- 3 m of any lot line;
- 3 m of any structure;
- 3 m from and downgradient of any well location to avoid potential water source contamination;
- 3 m of any private sewage system (including tile bed); and,
- 15 m of any lot line on which a school is located.

Property Owner Permission

Tenants/occupants must obtain written permission from the property owner to keep backyard chickens on the owner’s property.

Letter of permission attached: **Yes** **No, Applicant is the owner**

Proof of Vaccination

All applicants are required to provide to the Township proof of vaccination of the chickens/hen(s) to be kept on the property within thirty (30) days of receiving approval of the application/licence. The Township may revoke the licence if the applicant fails to submit proof of vaccination.

Applicant will provide vaccination records: **Yes**

License Fee

Please be advised that a license will not be issued until the fee is paid in full. **The fee is \$25.00**

Applicable license fee provided: **Yes**

Applicant Declaration

I _____ certify that:
(print name)

- 1) The information contained in this application and other attached documentation is true to the best of my knowledge.
- 2) I have reviewed the following documents:
 - “Keeping Your Birds Healthy” distributed by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA);
 - OMAFRA Factsheet titled “Biosecurity Recommendations for Small Flock Poultry Owners”;
 - OMAFRA Factsheet titled “Small Flock Poultry: Raising Healthy Birds”;
 - Reviewed the OMAFRA Factsheet titled “Rodent Control in Livestock and Poultry Facilities”;
 - Reviewed the Ministry of Health Factsheet titled “Keeping your family healthy with backyard poultry, including chicks and ducklings”.
- 3) I understand and agree to comply with all the regulations contained in the Backyard Chickens By-law 2020-091, including but not limited to:
 - A maximum of four (4) backyard chickens/hens shall be allowed on each permitted property.
 - All backyard chickens/hens shall be at least four (4) months old.
 - The keeping of roosters is strictly prohibited.
 - The slaughtering of backyard chickens/hens on the property is prohibited.
 - The selling of eggs, manure, meat or other products derived from backyard chickens/hens is prohibited.
 - A backyard chicken/hen coop shall be provided that has:
 - 1) A maximum ground floor area of 9.0 m²
 - 2) At least 0.37 m² of floor area for each hen;
 - 3) A maximum height of 4.5 m.

- The backyard chicken/hen coop and manure storage area, exclusive of the outdoor enclosure, shall not cumulatively exceed an area of 10 m².
 - All backyard chicken/hen coops shall be a fully enclosed weatherproof structure or enclosure with ventilation and a heat source, built to prevent any rodent(s) from harbouring underneath or within its walls and to prevent entrance by any other animal. The interior shall include:
 - 1) At least one nest box for egg laying;
 - 2) At least one perch giving 0.3 m of space per hen;
 - 3) At least one food and water container.
 - The backyard chicken/hen coop shall have a heat source that is a Canadian Standards Association (CSA) rated product and meets the Electrical Safety Authority (ESA) standards upon installation. It is the owner's responsibility to follow the manufacturer's instructions for the heat source to ensure proper use.
 - All backyard chicken/hen coops must be kept in a clean and sanitary condition at all times, free of vermin, obnoxious smells and substances and in good repair.
 - All backyard chicken/hen coops and outdoor runs shall be secured against the entry of predators.
 - Backyard chickens/hens must be provided with food and clean water at all times, shelter, light, and ventilation to assist in keeping the hens in good health. Food and water shall be kept in solid, rodent proof and weather proof containers. Uneaten feed shall be removed in a timely manner.
 - All stored manure shall be covered by a fully enclosed container. No more than three (3) cubic feet of manure shall be stored. All other manure not used for composting or fertilizing shall be removed daily from the hen coop and outdoor run.
 - All backyard chickens/hens must be kept securely in a coop or outdoor run at all times. Backyard chickens are not permitted to run at large.
 - The backyard chicken/hen coop must be locked from sunset to sunrise.
- 4) I understand that unless revoked sooner, any license issued is for the calendar year, expiring on March 31st the year following the year it was issued. Licences are required to be renewed annually.

5) I understand:

- That Applications received after the annual cap has been reached, will be held on a waitlist in the sequence they were received.
- That upon license availability waitlisted applicants will be contacted in the order their application was received. These applicants will have 30 days to respond to the Township advising if they will proceed with their application.
- Waitlisted applicant's who do not inform the Township of their intention to proceed, will forfeit their position on the waitlist and the subsequent applicant will be contacted.
- That the Township is permitting up to a maximum of 25 backyard chicken licenses annually.
- That the renewal application and applicable licence fee shall be submitted by March 31st the year following the year in which the previous license was issued in. Failure to do so may result in the Township issuing a fine for failure to obtain a licence, and an order to remove hens if the license cap has been reached and there are no licenses available.
- That license holders who apply to renew their license before the deadline of March 31st will be prioritized for the continuance of their license based on license availability.
- That approval of a renewal is not guaranteed. The application to renew a license must demonstrate the license holder will continue to meet the regulations and standards required for license approval.
- That licensee's who do not apply to renew their license before the deadline of March 31st will not be prioritized for the continuance based on license availability.

Applicant's Signature: _____ Date: _____

Personal information is being collected on this form pursuant to Section 8 and 11 of the Municipal Act and will be used to determine your eligibility for a Backyard Chickens License. Questions regarding the collection of this information and how it is used may be direct to the Committee Coordinator/Administrative Assistant, Clerk's Department, Township of Springwater, 2231 Nursery Road, Minesing, ON L9X 1A8 705-728-4784 Ext. 2060.

For Office Use Only

Department	Approval
Building	<input type="checkbox"/> Yes <input type="checkbox"/> No
Planning	<input type="checkbox"/> Yes <input type="checkbox"/> No
By-law Enforcement/Clerks	<input type="checkbox"/> Yes <input type="checkbox"/> No

