

ROCHESTER

Office of the City Clerk

PERMIT APPLICATION TO KEEP CHICKENS OR DUCKS FOR PERMITS TO INDIVIDUALS

Rochester Code of Ordinances [Chapter 113A](#) and [Chapter 113B](#) require a permit for the keeping of Chickens or Ducks on the premises of any property in the City limits. A permit is good for up to two years, and expires on Dec. 31st of its second year. The fee for a permit is \$20.

A. APPLICANT INFORMATION			
Name of individual permit will be issued to (First, Middle, Last)			
Home Address	City	State	Zip Code
Email Address	Primary Telephone Number		Alternate Phone Number
Mailing Address (if different than Home Address)	City	State	Zip Code
Please send official notices relating to this permit to (check all that apply): <input type="checkbox"/> Home Address <input type="checkbox"/> Mailing Address <input type="checkbox"/> Email	Type of animal requested: <input type="checkbox"/> Chicken <input type="checkbox"/> Duck		
B. INFORMATION ABOUT ANIMALS TO BE KEPT ON PREMISES IN THE CITY LIMITS			
1. Number of Hens to be kept: _____ (Note: Roosters are not allowed.) Limit of 3 hens applies unless you are involved in educational or instructional activity; up to 12 hens can be approved with information about the educational or instructional activity. Are you attaching any additional information or documentation to support a request for 4-12 hens? <input type="checkbox"/> Yes <input type="checkbox"/> No			
2. Location of Coop and enclosed outside yard/run:			
3. Size of Coop:	4. Size of enclosed outside yard/run:		
5. Attached scaled diagram indicating location of any coop or enclosed run from adjoining structures and property lines: <input type="checkbox"/> Yes <input type="checkbox"/> No	6. License fee of \$20 submitted for a two year permit (Permit expires on Dec. 31 st of its second year) <input type="checkbox"/> Yes <input type="checkbox"/> No		
COMPLETE THE REQUIRED NOTIFICATION AND VERIFICATION SECTION, INCLUDING REQUIRED SIGNATURE, ON THE NEXT PAGE OF THIS FORM			

C. NOTIFICATION AND VERIFICATION

The information collected and required as part of this application will be used to determine eligibility for a City of Rochester License or Permit. Disclosure of this information is voluntary. It is not legally required to provide requested data, however, failure to do so may mean the City of Rochester is unable to process this application.

All information contained in this application is public information upon submission pursuant to the Government Data Practices Act, Minnesota Statutes Chapter 13. Individuals have the right to see and obtain copies of the data maintained on them, including private data, and also have the right to be told the contents and meaning of the data, and to contest the accuracy and completeness of the data.

Notice of Ability to Sign up for Electronic Notifications of Proposed City Ordinances

As an applicant for a license or permit or renewal of an existing license or permit, you are also hereby notified that the City of Rochester distributes general city information and notices through an electronic notification system, and you may sign up to receive notices through this electronic notification system on the City's website at <http://www.rochestermn.gov/i-want-to/sign-up-for/email-updates> This includes notice of proposed ordinances at least 10 days prior to final adoption by the City Council in accordance with Minn. Stat. 415.19.

A SIGNATURE IS REQUIRED IN ORDER TO PROCESS YOUR LICENSE APPLICATION

I, (print name) _____, have read and understand the above information regarding my rights as a subject of government data and that all information I provide as part of this application is public. I acknowledge I have been provided information about what is required for me as an individual to obtain a permit from the City of Rochester, and how to receive notifications of proposed City ordinances. I agree I will strictly comply with all ordinances of the City of Rochester relating to the permit for which I have applied, and understand I can review all current City ordinances on the City website or in the City Clerk's Office. I further understand that the giving of false information as part of this application, regardless of when it is discovered, or failure to meet the requirements set forth in RCO Chapter 113A or 113B, including all requirements relating to coops and runs, can constitute cause for denial, suspension, or revocation of my permit.

Signature of Applicant _____ Date _____

City of Rochester Office of the City Clerk

Anissa N. Hollingshead, City Clerk

(507) 328-2900

www.rochestermn.gov

licenses@rochestermn.gov