

Permit # _____
(Assigned by City of Abilene)



All permits are subject to a 3-7 business day review period.

Please submit this form to:
City of Abilene
419 N Broadway
Abilene, KS 67410
785-263-2550
megan@abilenecityhall.com

APPLICATION FOR KEEPING OF CHICKENS

New Permits: Chicken coops must be fully installed prior to submitting a new permit request, and chickens may not be housed until a permit has been approved.

Renewals: All renewals must complete a new application, including a site plan.

Re-inspections will be performed.

Permits will not be approved if any code violations are present on the property.

New Permit Renewal

Permit expires December 31st annually.

Permit Fee: \$25.00

Payments are due at the time of application submission and do not guarantee approval. Payments made by credit or debit card are subject to a \$3.95 processing Fee. All payments are non-refundable.

Number of hens proposing to keep: _____ Site Address: _____

Description of chicken coop: _____

Applicant's Name: _____ Phone _____

Applicant's Mailing Address: _____

Applicant's Email Address: _____

Applicant's Date of Birth: _____ KS DL # (copy of DL required) _____

Have you, or any person who resides on your property, ever been convicted of a crime related to maltreatment, mistreatment, neglect, or cruelty to any animal? _____

Site Plan - Required for New Permit or Renewal

Provide an aerial image of your property. You may obtain an aerial image from the Community Development Department or access one from the Dickinson County Parcel Map at <https://www.dkcoks.gov/gis>. **This aerial image should outline your entire property and include any existing buildings and fences.**

On the aerial image, include the following site plan requirements:

- **Property outline:** Ensure the image includes the entire property boundary.
- **Existing features:** Clearly mark the locations of all existing buildings and fences.
- **Proposed coop details:** Show the location of the chicken coop and include:
 - Dimensions of the chicken coop and run.
 - Distance of the coop and run from property lines.
 - Distance of the coop and run from any buildings or structures.

I certify that I have read this application and state that the above information is correct and that I, as owner or lessee, agree to comply with all city-adopted codes.

I acknowledge receipt of the 'Conditions and Requirements' handout and agree to comply with all inspection requirements outlined.

Applicant's Name

Applicant's Signature

Date

Approval of Police Chief

Date

Approval of Building Inspector

Date

Approval of Community Service Officer

Date

Approval of City Clerk

Date

Applicant Copy

Conditions and Requirements

Chicken Permits

To promote safe and responsible chicken-keeping, all applicants must comply with the following conditions and requirements. Our inspection process ensures that all approved permits meet animal welfare standards, proper enclosure conditions, and appropriate placement on your property.

Coops or cages should allow at least 2 square feet of space per hen and must be inspected before chickens are on the premises.

- No more than 6 hens allowed unless dwelling is situated on more than one acre in which case an additional 3 hens will be allowed for each additional full acre.
- Roosters are PROHIBITED.
- Coops or cages must be 25 feet from any door or window of any dwelling or occupied structure other than the permittee's dwelling.
- Coops or cages must be 10 feet from the permittee's principal dwelling.
- Coops or cages shall not be located within 5 feet of a side or rear yard line. Coops may not be in the front yard.
- Coops or cages must be covered and predator-proof. Coops must be well ventilated and designed for easy cleaning.
- Coops or cages exceeding 100 square feet shall be considered an accessory structure with additional permits needed.
- Hens shall have access to an outdoor enclosure that is adequately fenced to contain the birds on the permittee's property and prevent predators from accessing the birds.
- Coops or cages and the outdoor enclosure must be kept in a sanitary condition and free from offensive odors. Coops must be cleaned at least once a week to prevent the accumulation of waste.
- No outdoor slaughtering of hens is allowed.

Inspection Requirements

Each chicken permit application is subject to review and inspection by designated city officials to ensure compliance with city ordinances:

Police Chief: An inspection will be conducted to ensure there are no violations of animal cruelty standards.

Community Service Officer: A fenced area inspection will verify that all enclosures meet safety and containment requirements.

Building Inspector: A property inspection will confirm that chicken coops are placed at a safe distance from residential structures.

In most cases, contact with the applicant may not be required. If your chicken coop and fenced enclosure are visible from public property, our inspectors may be able to complete their review without needing access to your private property.

If direct access is necessary, our office will reach out to arrange a convenient time for the inspection.

Once all inspections are successfully completed, the permit will be approved. Please ensure that your property is accessible for any needed assessments and that any potential issues are addressed prior to the inspection.