



**CITY OF PINE ISLAND**  
 250 South Main Street – PO Box 280  
 Pine Island, MN 55963  
[www.pineislandmn.com](http://www.pineislandmn.com)  
 Phone: (507)356-4591  
 Fax: (507)356-8230

PERMIT #: \_\_\_\_\_

**PERMIT APPLICATION TO KEEP URBAN CHICKENS  
 FOR PERMITS TO INDIVIDUALS OWNING SINGLE FAMILY HOMES**

Pine Island [City Code Chapter 10 section 10.07](#) require a permit for the keeping of Chickens on the premises of any property in the City limits. A permit is good for one year, and expires on December 31st of each year unless sooner revoked. The annual fee for a permit is \$20.

<b>CHECKLIST OF MATERIALS REQUIRED FOR CONDITIONAL USE APPROVAL</b>	
1.	Application Completed
2.	\$20 Permit Application fee

**FILL IN ALL BLANKS. WRITE N/A IF A QUESTION DOES NOT APPLY**

**STEP 1. APPLICANT INFORMATION AND PROPERTY**

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	Approval from 100% of single family occupied dwelling owners:		

**STEP 2. INFORMATION ABOUT ANIMALS TO BE KEPT ON PREMISES IN THE CITY LIMITS**

1. Number of Hens to be kept: \_\_\_\_\_ (Maximum of three chickens allowed.) No person may keep a rooster or crowing hen.

**STEP 3. INFORMATION ABOUT CHICKEN COOP AND CHICKEN RUN PLACEMENT AND SIZE**

Specific details on coop and run requirements are located in [City Code Chapter 10.07](#) of the City Ordinance. Chicken coops and runs must be located in the rear yard. No person may keep chickens inside a house or attached garage.



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1. Location of Coop and enclosed outside yard/run: (Include size of coop and run)	
2. Detailed feces and waste management plan:	
3. 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	4. License fee of \$20 submitted for a one year permit (Permit expires on Dec. 31 <sup>st</sup> of issuance year) <input type="checkbox"/> Yes <input type="checkbox"/> No

**STEP 3. REVIEW AND VARIFICATION**

The information collected and required as part of this application will be used to determine eligibility for a City of Pine Island 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 Pine Island 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.

**A SIGNATURE VERIFYING THE OVERALL ACCURACY AND COMPLETENESS OF THIS APPLICATION BY THE OWNER, PARTNER, OR OFFICER IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION**

**I, (print name) \_\_\_\_\_, agree I will strictly comply with all the laws of the State of Minnesota and all ordinances of the City of Pine Island, and understand I can review all City ordinances on the City website or in the City Clerk’s Office. I hereby certify that I have read and understand every question in this application and that the answer to every question is true to my knowledge, information and belief. I further understand that the giving of false information as part of this application, regardless of when it is discovered, and/or failure to give required pertinent information can constitute cause for denial.**

**This application to the best of my knowledge meets the requirements set forth in City Code, Chapter 10, Sec. 10.07**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_



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**FOR CITY STAFF USE ONLY**

1. Is the application filled out in it's entirety?       Yes       No (What is needed to complete the application?)

2. Received by:

3. Date Received:

4. \$20 Fee Paid:

5. Are there any additional documents included with the application?      Yes \_\_\_ # of pages      No

List of included documents: \_\_\_\_\_

6. Approved or Denied (reason for denial):

Conditions if applicable: \_\_\_\_\_

7. Applicant notified (date, method, staff member):