



CITY OF MENASHA • Community Development Department  
100 Main Street, Suite 200 • Phone (920) 967-3650 • website: <http://www.menashawi.gov>

## **KEEPING OF CHICKENS**

This factsheet outlines the provisions required for the keeping of chickens within the City of Menasha as defined in Section 7-1-13(D) Keeping of Chickens.

### **Initial Zoning Review and Permit.**

An application for zoning permit is required prior to the installation of a chicken coop and/or run (herein coop) by the Community Development Department. Upon issuance of the initial zoning permit, an initial inspection of the coop shall be certified by the Health Officer and/or Designee **prior to the occupancy of chickens.**

1. Applications can be found on our City Website: [https://www.menashawi.gov/departments/community\\_development/chicken\\_permit\\_license.php](https://www.menashawi.gov/departments/community_development/chicken_permit_license.php)
2. Applications shall be accompanied with a site plan, drawing/image of the proposed coop and run, proof of submission to Wisconsin Department of Agricultural Trade and Consumer Protection (WDATCP), a permit fee, and an initial inspection fee.
3. Failure to obtain an approved permit including an initial inspection prior to the occupants of chickens shall constitute a violation and shall be subject to a double fee.
4. A permit is subject to revocation by the Health Officer and/or designee upon failure to comply with any provisions of 7-1-13(D), subsections (3) or (4). Such revocation is subject to appeal to the Board of Health. Once a permit is revoked, a permit shall not be reissued.
5. Coops are an accessory use which is defined as *“a use on the same lot with and of a nature customarily incidental and subordinate to the principal building or use.”* **No coop is permitted on a lot or parcel without a principal building.**
6. Fees for the initial zoning review and pre-inspection are non-refundable.

### **Site Plans**

The Community Development Department requires that a site plan drawn to scale be submitted along with the application. The site plan must show the size of the proposed coop and/or run, its location, distances to any other structures, distance to the adjacent property principal structure, height, distances to all lot lines, easements, street right of way, as well as the overall size of the lot. The site plan does not have to be elaborate, nor does it have to be drawn by a professional draftsman. The city does not provide lot line location services.



### **Coop and Run Regulations.**

- Coops shall be large enough to provide at least three (3) square feet per chicken; coops and chicken runs shall have an aggregate maximum of sixty-four (64) square feet.
- Height of the coop shall not exceed seven (7) linear feet as measured from the ground.
- No chicken coop shall be located closer than twenty (20) feet to any principal residential structure on an adjacent lot.
- All coops and runs shall be located a minimum of three (3) feet off the side and rear yard property lines.
- No chicken coop shall be located in the front yard of a property.
- Chickens shall not be permitted to roam freely and must be kept in an enclosed coop and/or designated run area.
- Coops shall be constructed in a workman like manner, weather tight, and either be raised up off the ground or placed on a hard surface.

### **Coop and Run Maintenance**

- Chickens shall be provided with fresh water at all times and adequate amounts of feed.
- Coops shall be moisture-resistant, either raised up off the ground or placed on a hard surface, adequately weather proofed and insulated.
- Coops shall be maintained to reasonably prevent collection of standing water.
- Coops shall be cleaned of hen droppings, uneaten food, feathers, and other waste daily and as is necessary to ensure coop and yard do not become a health, order or other nuisance,
- All feed containers must be vermin-proof.

### **Public Health Requirements**

- Chickens shall be kept and handled in a sanitary manner.
- Any unusual or sudden death or illness of chickens shall immediately be reported to the City of Menasha Health Department (920-967-3520).
- The owner of chicken(s) shall be responsible for all costs associated with any order for testing, quarantine, isolation, vaccination, or humane euthanasia of ill chickens or chickens believed to be a carrier of a communicable disease as ordered by the Health Officer.
- No person may slaughter any chickens within the City of Menasha.
- Sale of eggs and baby chicks is prohibited.
- The breeding of any chickens is strictly prohibited.

### **Annual License.**

Following the initial approval of a permit, any person who continues to own, harbor, or keep chickens, shall annually, prior to January 1, of each year, pay a license fee and obtain an annual license with the Finance Department. Failure to obtain a license by April 1<sup>st</sup> of each year shall constitute a violation and will be subject to a double licensure fee.

### **Disclaimer**

This information is only a general guide to help you plan for the keeping of chickens in the City of Menasha. While we have made an attempt to answer the questions most often asked, your situation may not be included. For more complicated situations not addressed in this factsheet, such as properties located within a floodplain, feel free to contact the Community Development Department to discuss.

### **Recommended Actions**

**Call Diggers Hotline.** Please remember that there may be underground electric, phone or cable T.V. wires buried on your property in easements that are generally 5' or 6' wide on your side and rear lot lines. Please call the Digger's Hotline before you do any digging on your property.



**DIGGERS HOTLINE: 811 or (800) 242-8511**

**[www.diggershotline.com](http://www.diggershotline.com)**

***Communicate with your neighbors.***