



**City of Maplewood**  
 Office of the City Clerk  
 1830 County Road B East | Maplewood, MN 55109  
 651-249-2001 | 651-249-2957 (fax)  
[www.MaplewoodMN.gov](http://www.MaplewoodMN.gov)  
 Licensing@MaplewoodMN.gov

Approved By:  
 City Manager  
 Code Officer  
 Fire Marshal  
 ArcGIS  
 Fee Paid: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

## POULTRY PERMIT

**EXPIRES APRIL 30 OF EACH ODD YEAR**

*Guidance relating to Poultry is contained in the Maplewood City Code, Chapter 10, Article IX.  
 All permit holders are required to be familiar with the provisions of this Chapter.*

### PERMIT APPLICATION CHECKLIST:

**To prevent delay, please ensure the following information is submitted.  
 Incomplete applications are not accepted and will be returned immediately.**

- Poultry Permit application
- Application Fee of \$75.00; Renewal fee is \$50.00
- Letter of Approval from Property Owner (if applicant is not the owner of the property on which poultry is being kept)
- Site Plan detailing the following information:
  - Location of Property Lines
  - House, garage (where applicable)
  - Size and Specifications of coop, run and/or exercise yard
  - Setbacks proposed from the coop/run to the property lines

### Maplewood Property Address

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Billing Contact Information

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

E-mail Address \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Applicant Information (individual who executes and signs this application)

Name of Applicant: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### Property Owner Information (if different than applicant)

Name of Property Owner \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### Poultry and Coop Information



Number of poultry housed or kept on property (limit of 10 hens; *the keeping of roosters at any time is prohibited*) \_\_\_\_\_

Genus of poultry: \_\_\_\_\_

Purpose of keeping poultry on property: \_\_\_\_\_

Does applicant plan to utilize electricity in the coop?  Yes  No

If yes, please contact the Maplewood Building Department at 651-249-2300 to determine if an electrical permit is required.

The applicant agrees:

- To, at all times, keep the poultry in accordance with all the conditions prescribed by the officer, or a modification thereof.
- That failure to obey such conditions will constitute a violation of City Code Chapter 10, Article IX, and is grounds for cancellation of the permit.
- That failure to obey such conditions will constitute a violation of City Code Chapter 10, Article IX, and is grounds for issuance of a criminal citation to the applicant.

**The data in this application will be used to approve your permit and shall be deemed public unless private by State Statute. Private data is available to you and the City or State staff who need this information to perform their duties, but is not available to the public. You are not legally required to provide this data, but the City may not be able to approve your permit if you do not provide it.**

**I will familiarize myself with the provisions of the Maplewood City Code, and with applicable Minnesota Statutes and federal regulations. Poultry will be kept in accordance with all of the conditions prescribed by the officer, or modification thereof, and it is understood that failure to do so may constitute grounds for denial, suspension or revocation of this permit and/or the issuance of a citation to the applicant.**

**I declare that the information I have provided on this application is truthful and I understand that falsification of answers on this application will result in denial of the application. I authorize the City of Maplewood to investigate and make whatever inquiries necessary to verify the information provided.**

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

<b>Office Use Only</b>	
Plan Submitted:	Yes/No
Coop Location	_____
Coop Sq. Ft	_____
Coop Height	_____
Poultry Run:	Yes/No
Approval by Adjacent Properties	_____ %
No. Poultry Approved	_____