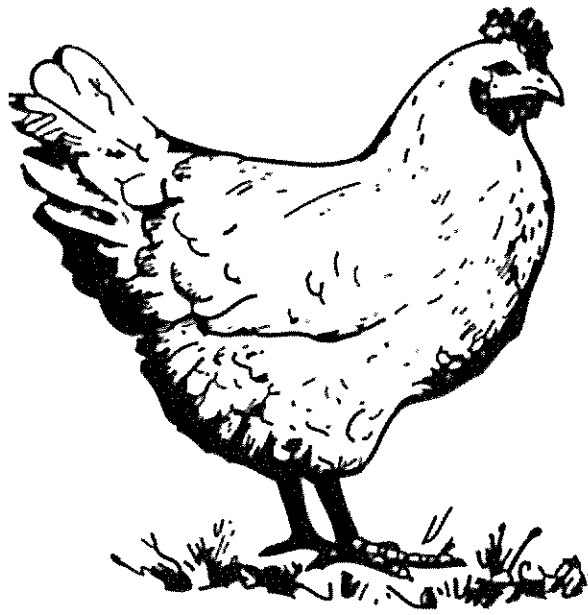


BACKYARD CHICKENS IN THE CITY OF ROCKVILLE



Permit Application and Information Packet

**Rockville City Police Department: Neighborhood Services Division
July 1, 2015**

On June 15, 2015, The Rockville City Mayor and Council approved revisions to City Ordinance No. 12-15 Animal Control Section 3-24. This allows up to five (5) chickens on a residential property upon permit approval.

Please note that there is a detailed administrative process regarding the permitting of chickens on your property.



Pursuant to Rockville City Code Section 3-24, you are allowed up to five (5) chickens on your property. Prior to keeping any chickens, you must first apply for a permit by filling out the **Backyard Chicken Permit Application** included in this packet. There you will find conditions that you must follow in order to keep chickens on your property. Please contact the Rockville City Police Department Neighborhood Services Division at 240-314-8937 if further information is need.

Rockville City Code Section 3-24(b) Livestock

(1) Livestock as defined herein, are prohibited from being housed, or in any way maintained, in the City limits, except under the following circumstances:

- v. Chickens may be maintained with a permit issued by the Chief of Police or the Chief's designee. The following regulations must be followed:
 - a. No more than five female chickens shall be allowed for each single-family dwelling. No roosters shall be permitted.
 - b. Chickens shall not be permitted at multi-family dwelling units or townhouses.
 - c. Chickens housed outdoors shall be provided with a covered, predator-proof coop or cage that is well-ventilated and designed to be easily accessed for cleaning. The coop shall allow at least two (2) square feet per chicken. Chickens shall have access to an outdoor enclosure that is adequately fenced to contain the birds on the property and to prevent predators from access to the birds.
 - d. Coops or cages housing chickens shall be located at least five (5) feet from the property line and at least forty (40) feet from the primary residential structure on each adjacent lot at the time it is constructed. Coops and cages shall not be located in a front yard or side yard. At least once each day and be disposed

of in such manner to prevent unsanitary conditions and the cause of a nuisance such as odor or unsightly matter.

- f. Chickens shall not be slaughtered at a residential property.
- g. Chickens younger than eight (8) weeks of age shall not be imported into the City.
- h. Anyone requesting a permit to maintain chickens shall provide notice of their intent to maintain chickens to all abutting neighbors of the property where the chickens will be maintained. Notice shall be in writing, which may include electronic mail (email). The notice shall be given prior to the chickens being brought onto the property where they will be maintained.

TO-DO CHECKLIST

- Complete and sign the **Backyard Chicken Permit Application**. Thoroughly read the conditions and initial next to each.
- Provide written notice of your intent to maintain chickens to all abutting neighbors of the property where the chickens will be maintained.
- Include a site plan with your completed **Backyard Chicken Permit Application**. This must be done before you build/place your chicken coop.
- Submit completed permit applications and paperwork along with the site plan and payment of \$25 for the registration fee. Checks are made payable to City of Rockville.
- Build/place your coop and enclosed run according to the requirements outlined.
- Register your chickens using the “Maryland Poultry Registration Form”. Find the form in this packet or at http://mda.maryland.gov/animalhealth/forms2/poultry_registration.pdf



City of Rockville

Rockville City Police Neighborhood Services Division

2 West Montgomery Avenue, Rockville, Maryland 20850

Phone 240-314-8937 Fax 240-314-8999 TDD 240-214-8909

www.rockvillemd.gov

BACKYARD CHICKEN PERMIT APPLICATION

Applicant Information

Name _____

Address _____

Phone _____ Daytime _____

E-mail _____

_____(Initials) 1) I am aware that I must notify in writing all abutting neighbors of my property of my intent to keep chickens.

_____(Initials) 2) I am aware that I must submit this form to the City of Rockville Police Neighborhood Services Division along with a \$25 permit fee. This permit is renewable every year.

_____(Initials) 3) I am aware that I must first receive approval from the Rockville City Police Neighborhood Services Division that all requirements in the Rockville City Code have been met prior to keeping any chickens.

_____(Initials) 4) I am aware of Rockville City Code Section 3-24 Livestock and have reviewed the requirements therein.

_____(Initials) 5) I am aware that I must submit a site plan indicating the location of the chicken coop along with this form.

_____(Initials) 6) I am aware that I am responsible for keeping any and all chickens within the confines of my property at all times.

_____(Initials) 7) I am aware that no more than 5 female chickens are allowed per family dwelling and that roosters are not permitted.

_____(Initials) 8) I am aware that I am required to remove manure droppings from the coop and outside enclosure at least once a day and dispose of or otherwise handle chicken manure in such a way as to prevent unsanitary conditions or cause a nuisance such as odor or unsightly matter.

_____(Initials) 9) I am aware that chickens shall not be slaughtered at a residential property.

_____(Initials) 10) I am aware that chickens younger than 8 weeks of age shall not be imported into the City.

_____(Initials) 11) I am aware that I am required to provide any and all chickens on my property a sturdy coop and an attached secured enclosure following these guidelines:

- a. The coop and secure enclosure shall be covered, predator proof, well-ventilated and designed to be easily accessed for cleaning.
- b. The coop shall provide at least 2 square feet per chicken and the outside enclosure that is adequately fenced to contain the chicken(s) on the property.
- c. The coop and outside enclosure must be kept dry, well ventilated with windows placed to admit sunlight.
- d. The coop shall be located at least 5 feet from the property line and at least 40 feet from the primary residential structure on each adjacent lot.

_____(Initials) 12) I am aware that permit approval from the City does not override a Home Owners Association approval.

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and attachment, and that based on my inquiry of those individuals immediately responsible for obtaining the information herein, I believe the submitted information is true, accurate and complete.

Signature _____
Print Name _____
Date _____

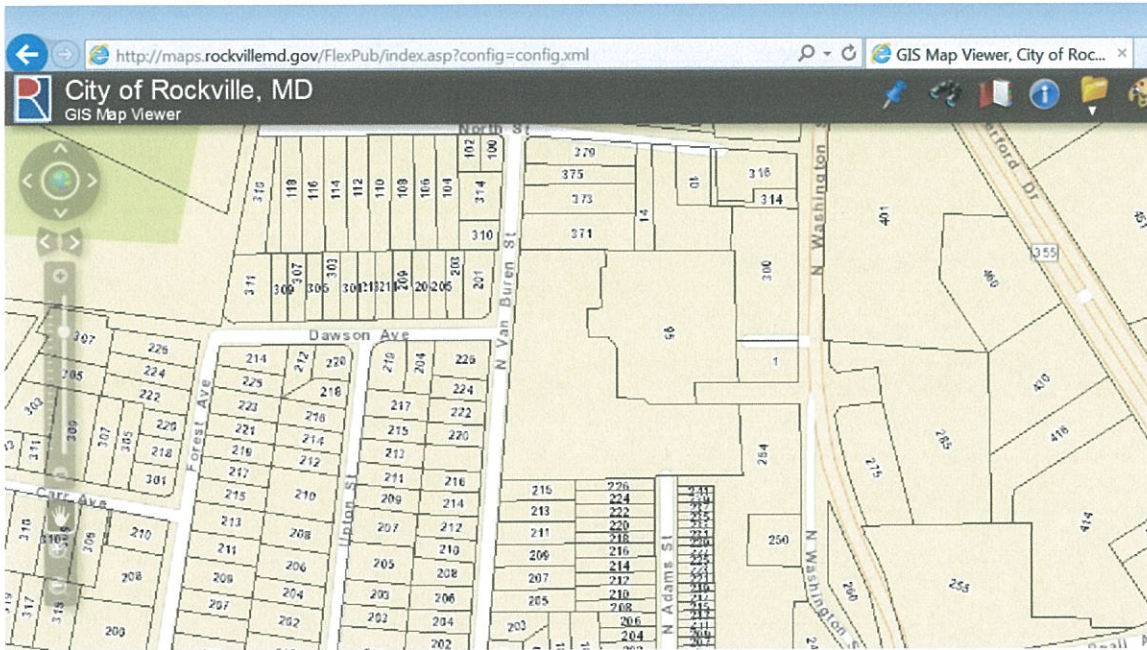
Reviewed for completeness: _____
Name Date

Permit Approved: _____
Name Date

FOR OFFICE USE ONLY			
ANI # _____	NEW _____	RENEWAL _____	
FEE PAID _____	Check # _____	CC _____	or Cash
ISSUE DATE _____	EXPIRATION DATE _____		
ISSUED BY _____	DATE _____	ENTERED BY _____	DATE _____

How to Find Abutting Properties

1. To find abutting properties and property owners, go to the webpage <http://maps.rockvillemd.gov/FlexPub/index.asp?config=config.xml>



2. Click on the stick pin at the top of the map. Enter your address in the “Find an Address” search box. After zooming in, you can see which properties and addresses abut yours.
3. To find the property owners, go to the webpage <http://sdat.resiusa.org/RealProperty/Pages/default.aspx>
enter Montgomery County and Street addresses to find abutting neighbor’ contact information.

Chicken Coop Requirements

Choosing the Right Home for Your Chickens

Rockville City Code Section 3-24(b) specifies that the coop must have at least two square feet per chicken and access to an outdoor enclosure that is adequately fenced to contain the birds on the property and to prevent predators from access to the birds. Please refer to the table below.

Maximum number of chickens	Minimum interior area (in square feet)	<i>Suggested Interior enclosure area (in square feet)</i>	Example dimensions
1	2	10	1.5'x1.5' coop, 1.5'x7' enclosure
2	4	20	2'x2' coop, 2'x10' enclosure
3	6	30	3'x2' coop, 5'x6' enclosure
4	8	40	3'x3' coop, 4'x10' enclosure
5	10	50	2'x5' coop, 7'x7.25' enclosure

A building permit is not required for the installation or construction of the coop. However, you must submit all application materials and have been notified by the City that your site plan was approved before you build/place your coop.

You must show on your site plan where your coop will be kept. Please note that the five-foot setback is the minimum distance from the property line that your coop can be.

If you belong to a home owners association (HOA), check with the rules and regulations as indicated for having chickens and chicken coops. City of Rockville approval does not override a HOA's approval.



Choosing the Right Chicken

According to the City Code, only female chickens are allowed within the City limits. Roosters are not permitted.

All owners of chickens are required to apply to the **Maryland Department of Agriculture's Maryland Poultry Registration**. See enclosed application. More information regarding the registration form can be found at <http://mda.state.md.us/AnimalHealth/Pages/poultry.aspx>

Researching chicken breeds will help find a perfect fit for you and your family. Consider:

- Temperament;
- Weather Tolerance;
- Chicken Size;
- Egg Size;
- and Egg Production.

Much like rescue dogs and cats, you also have the option to adopt hens. There are several rescues in the area that are looking for homes for their chickens.

- **Montgomery County Animal Services and Adoption Center**, Derwood, MD 240-773-5925
- **Cheryl's Rescue Ranch**, Odenton, MD 240-882-7963
- **Petfinder.com**
- **Adoptapet.com**
<http://www.adoptapet.com/other-pet-adoption#bird> (Look for female chickens only.)



Maryland Poultry REGISTRATION FORM

Registration is MANDATORY by authority of:
Agric. Art., Section § 3-804.
Annotated Code of Maryland



(Please print all information)

Poultry Caretaker's Name: _____

Phone: () - _____ Cell: () - _____ E-mail: _____

Mailing Address: _____

Physical Address: (If PO Box is used): _____

City _____ State: _____ Zip: _____ - _____ County: _____

Number of locations to register: _____ (Please register each location separately)

Address of kept birds: (If different than prior address): _____

City: _____ State: _____ Zip: _____ - _____ County: _____

Domestic Poultry: (Check ALL that apply, include the number of birds maintained during the last 12 months)

- | | |
|--|--|
| ☐ Chickens # _____ | ☐ Game Birds (chucker's, pheasants, quails) # _____ |
| ☐ Ratites (ostriches, emus) # _____ | ☐ Turkeys # _____ |
| ☐ Waterfowl (ducks, geese, swans) # _____ | ☐ Pigeons or Doves: # _____ |
| ☐ A pond is located on the _____ | ☐ A body of water is located near this property _____ |

Exotic Birds: (Registration of Exotic Birds is voluntary)

_____ # _____ # _____ # _____

(Check ALL that apply)

Purpose of flock: ☐ Auction ☐ Contracted ☐ Hobby/Pet ☐ Live bird Slaughter/Market
☐ Own Consumption ☐ Show/Competition ☐ Other: _____

What were the sources for the birds ☐ Auction ☐ Commercial ☐ Mail Order
☐ Neighbor ☐ Retail ☐ Self-Raised ☐ Other: _____

National Poultry Improvement Program certified? ☐ No ☐ Yes # _____

☐ I would like to register this property in the National Animal Identification System (NAIS).

Completed by: _____ (signature) Date: _____

Questions: 410-841-5810 (phone), 410-841-5999 (fax), animalhealth@mda.state.md.us (e-mail)

Return form to: MD Dept. of Agriculture Poultry Registration, 50 Harry S. Truman Pkwy, Annapolis, MD 21401
MDA E-14 (Rev. 2/10)

Maryland Department of Agriculture
Mandatory Poultry Registration
As of January 2010, over 3400 flocks have been registered

Why a poultry registration program? This program helps protect the Maryland domestic poultry industries from the spread of diseases such as avian influenza.

Who needs to register? All individuals involved in keeping or caring for all types of poultry and any number of birds, which would includes: Small households, all forms of live poultry production, production facilities/farms, suppliers, dealers, haulers, wholesalers, live bird markets, and participants in MD's fairs and shows. By definition poultry includes: Chickens, turkeys, ratites, waterfowl, game birds and domestic/captive pigeons.

Who is exempt from registration? Registration is not required if five (5) or less birds are housed for less than 120 days in a 12 month period. Exempt premises may not have other poultry on the property. Poultry can not be moved from the exempt premises, participate in shows or be sold. Examples of exempt poultry: Easter chicks, school or 4-H broiler projects and certain pets.

Who is already registered in the program? 1. Contract poultry growers have been registered by their poultry company. 2. Layer flocks enrolled in the MDA Egg Law program and MDA certified flocks have been registered by MDA.

Exotic Bird registration is voluntary and is not mandatory. However, if your birds are associated with high risk activities, registration is recommended. High-risk activities include: showing, trading, breeding, multiple bird households and activities which involve commingling with poultry or other birds.

§3-101 Registration Confidentiality: Public Information Notice: The Department of Agriculture shall maintain the information provided in this form in a manner that protects your identity. The Secretary of Agriculture, however, may disclose identifying information if he determines, after consulting with the Secretary of Health and Mental Hygiene, that such disclosure is necessary to protect the public health or prevent the spread of an infectious or contagious disease.

QUESTIONS on the Poultry Registration Program: Call 410-841-5810

Check the MDA website: http://mda.state.md.us/AnimalHealth/Pages/poultry.aspx For information on other Poultry Registration.
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To prepare for mailing, please fold here and seal lower edge with tape or staple

From:

STAMP

Maryland Poultry Registration
Maryland Department of Agriculture
50 Harry S. Truman Parkway
Annapolis, MD 21401