

**CITY OF HARTFORD
POLICY ADMINISTRATION FOR
CHAPTER 59/URBAN CHICKENS**

- 1) Resident contacts city hall to obtain permit application for urban chickens. A copy Ordinance No 59 is included with the application.
- 2) Resident completes application and returns to city hall for review & processing.
- 3) Clerk contacts council delegate providing notice of received application.
- 4) Council delegate contacts resident to establish property inspection date.
- 5) Council delegate completes property inspection form and approves and/or denies the inspection. Completed inspection form is returned to city hall.
- 6) Approval of the property inspection by delegate results in approval of permit application.
- 7) Clerk issues invoice to resident for amount of annual permit fee.
- 8) Clerk assigns permit number upon receipt of annual permit fee.
- 9) Chickens/poultry are authorized to be obtained to be kept on residents' property.
- 10) Violations of any provision of Ordinance No. 59 may result in termination of permit. The delegate will contact the resident to permanently remove chickens from property. The resident may re-apply for permit. Items 1 thru 9 above must be completed. Permits are valid from May 1st thru April 30th annually. Permit fee is \$25.00 annually. Permit fees are not pro-rated.

Date of Version: 7/21/15

Mayor: Michael Rodman