

URBAN HEN KEEPING PROGRAM

Licence Application



Please complete this form and attach all supporting documents to make a complete application package. To submit the application package, applicants must email their application to **reception@innisfail.ca** or drop it off at the Town Office Building, 4943-53 St., Innisfail, AB. All submitted materials must be clear, legible and precise.

Failure to maintain and abide by all requirements of the Urban Hen Keeping Bylaw (1710-2023), the Urban Hen Keeping Guidelines and/or applicable Provincial regulations will lead to a licence being revoked, and the hens must be removed from the property at the applicant's expense within 30 days of notification.

Keeping hens without a licence will result in a charge under the Responsible Pet Ownership Bylaw (1699-2023).

APPLICANT INFORMATION

Full Name (Printed): _____

Email Address: _____ Phone Number: _____ Postal Code: _____

- I currently reside at the property I am the registered owner of the property
 I am a renter of the property and have attached owner authorization I am 18 years of age or older

SITE INFORMATION

Address: _____

Number of hens, and details on how enclosure will be heated in the winter months:

Hen enclosure areas (sq m; coop and run): _____

- Attach Site Sketch complete with the hen enclosure location relative to adjacent properties and residential buildings, coop and run floor areas, and associated setback distances. Acceptable site sketches may be produced using an existing real property report, an aerial photo from Google Earth, or a scaled drawing (see example site sketch).

COMPLIANCE WITH URBAN HEN KEEPING GUIDELINES

1. Will the hen enclosure be located in a rear yard fully fenced at least 5 ft in height? Yes No
2. Will the hen enclosure be located within the rear yard of the lot behind a detached or semi-detached dwelling? Yes No
3. Will the hen enclosure be located a minimum 3.0m (10ft) from a dwelling unit? Yes No
4. Will the hen enclosure be located a minimum 1.0m (3.2ft) from any lot line? Yes No
5. Will the hen enclosure be located a minimum 1.0m (3.2ft) from any other buildings? Yes No
6. Will the hen enclosure be located a minimum 3.60m (12ft) from any street adjacent to the property? Yes No
7. Will the hen enclosure be no larger than 10m square (108 sq ft) in floor area? Yes No
8. Will the hen enclosure be no more than 2m (6.5ft) in height? Yes No

Note: Responding with "No" to any of the questions above may lead to the application being rejected.

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Licence Application (continued)



TERMS AND CONDITIONS

Applicant must ensure they have met all of the licensing requirements and submitted all required documentation.

Check all that apply:

- I have registered for a Premises Identification Number and my number is: _____
- I have a plan for how to manage organic waste from my hens that will not result in odor issues or an unsightly premises.
- I agree to immediately notify the Town of Innisfail, and the Province as required, of any disease or welfare issues that arise and to take all necessary steps to rectify the situation.

The nearest qualified veterinarian(s) to my residence that accept hens are (incl. name, phone number and address for each):

- I have taken an urban hen keeping training course or have registered for a session.

Session Location and Organization

Session Date: _____ Session Instructor & Organization: _____

- I have read and understood the Urban Hen Keeping Guidelines and the Urban Hen Keeping Bylaw (1710-2023).
- I acknowledge that the urban hen keeping on the property may require periodic inspections by the Town of Innisfail.
- I understand that after receiving my licence, that failure to maintain and abide by all requirements outlined in the Urban Hen Keeping Guidelines, Urban Hen Keeping Bylaw (1710-2023) and all applicable Provincial regulations, will result in my licence being revoked, and all hens must be removed from the premises within 30 days at my own expense.
- I understand that the licence issued through this application process is valid for the applicant and the property only as described above in sections Applicant Information and Site Information. Any change in the information as described above (e.g. applicant moves to a different address, applicant moves coop location within existing yard) will render the licence void.
- I understand that I am applying for an annual licence.

Signature: _____

Date: _____

Note: This personal information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) for the purpose of issuing Urban Hen Keeping Program licences within the Town of Innisfail. It will also be used for bylaw enforcement purposes. If you have any questions about this collection, contact the Town of Innisfail at 403-227-3376.