

# Memo

To: Village Board

Fr: Trevor Fuller, Planning and Community Development Director

Re: ACTION RE: HEN PERMITTING PROCESS & FEES (T. Fuller)

Date: 11 March 2022

The Village Board discussed at the February 15, 2022 meeting proposed changes to the poultry hen permitting and fee process. The discussion included allowing additional hens, from four hens being permitted on a residential lot to six hens. It was also discussed lowering the permitting fee to be more in line with dog licenses.

Staff has reached out to our Animal Control Officer for additional input, however, internet research has found that on average it takes four to six hens to provide enough eggs to supply a family of four. Staff has also looked at what is allowed in neighboring municipalities. Ashwaubenon, Bellevue, De Pere, Green Bay, and Ledgeview all allow keeping of hens, but limit the number of hens per property at four. Hobart was the only urban community in Brown County that it was found allows more than four hens (allows six with a permit). All municipalities require an inspection and permitting process. Permit fees range from each municipality.

Staff recommends changing the number of hens allowed per residential lot from four to six, assuming there are no concerns from the Animal Control Officer. Staff also recommends reducing the permit fee, but would suggest a minimum of \$30 for the initial inspection to cover staff time and expenses. Late fees are suggested to be half the permit fee, with not less than \$15. Renewals are suggested to be not less than \$15 to cover expenses. The Animal Control Officer accompanies the Neighborhood Compliance Inspector (NCI) on the initial inspection, with the NCI position handling the renewals on their own.

**The Village Board is asked to discuss review and discuss the hen permitting process and fees. Additional action is requested later on the agenda under the ordinance amendment and fee schedule.**