



# CITY OF POQUOSON, VIRGINIA

## Farm Animal Permit Application

**INSTRUCTIONS:** (1) Please answer ALL questions FULLY (incomplete forms will not be processed), (2) Diagram the area on a blank sheet of paper, (3) Attach the permit fee \$15.00 in the form of a check, money order or bank draft payable to "Poquoson City Treasurer" only for new permits, (4) Sign and return this application to the Community Development Department.

PROPERTY DATA	ADDRESS WHERE ANIMALS ARE KEPT				Permit #		<input type="checkbox"/> NEW <input type="checkbox"/> RENEWAL			
	LEGAL DESCRIPTION OF PROPERTY									
	TITLE HOLDER OF RECORD		ADDRESS		CITY	STATE	ZIP	PHONE		
	OCCUPANT		ADDRESS		CITY	STATE	ZIP	PHONE		
ANIMAL INFORMATION	EMAIL ADDRESS:									
	**SPECIES OF FARM TYPE ANIMALS TO BE MAINTAINED**									
	SPECIES		PRESENT NO.	MAX. NO.	SPECIES		PRESENT NO.	MAX NO.		
	(1)				(4)					
	(2)				(5)					
	(3)				(6)					
	PURPOSE OF KEEPING ANIMALS <input type="checkbox"/> PERSONAL/RECREATIONAL <input type="checkbox"/> BREEDING/SALE OF LIVE ANIMALS <input type="checkbox"/> OTHER (SPECIFY) <input type="checkbox"/> COMMERCIAL (BOARDING STABLE, ETC) <input type="checkbox"/> SALE OF MEAT/EGGS/MILK									
LIST ANY OTHER FEDERAL, STATE, OR LOCAL LICENSE OR PERMIT WHICH YOU HOLD RELATING TO THE KEEPING OF THESE ANIMALS				LICENSE/PERMIT TYPE		ISSUING AUTHORITY		STATE		
SANITATION	HOW OFTEN DO YOU CLEAN AND PICK UP MANURE?		EQUIPMENT USED TO CLEAN/PICK UP MANURE						COMPLY	NO COMPLY
									<input type="checkbox"/>	<input type="checkbox"/>
	FACILITIES FOR STORING MANURE PENDING REMOVAL FROM PROPERTY								<input type="checkbox"/>	<input type="checkbox"/>
	NAME OF LICENSED REFUSE HAULER WHO WILL REMOVE MANURE FROM PREMISES								<input type="checkbox"/>	<input type="checkbox"/>
	HOW OFTEN IS MANURE REMOVED BYHAULER?		LOCATION OF LICENSED SANITARY LANDFILL WHERE MANURE IS TAKEN						<input type="checkbox"/>	<input type="checkbox"/>
	FACILITIES FOR STORING BULK FEED								<input type="checkbox"/>	<input type="checkbox"/>
	FACILITIES FOR FEEDING AND WATERING ANIMALS								<input type="checkbox"/>	<input type="checkbox"/>
	SHELTER (DESCRIBE)								<input type="checkbox"/>	<input type="checkbox"/>
	FENCE (DESCRIBE)								<input type="checkbox"/>	<input type="checkbox"/>
CLOSEST DISTANCE FROM FENCE, CAGE OR SHELTER TO (EXACT DISTANCE)		OWNER'S HOME		NEAREST NEIGHBOR		NEAREST WELL		<input type="checkbox"/>	<input type="checkbox"/>	

ZONE	ZONING CLASS OF PROPERTY	I CERTIFY THAT THE KEEPING OF THESE ANIMALS COMPLIES WITH ZONING LAWS (SIGNATURE) -- LIST ZONING SECTIONS AND PARAGRAPHS.		
		<p align="center"><b>Article 1, Section 1-17</b></p> <p align="center"><b>Standards for Keeping of Farm Animals on Residential Property</b></p>		
STATEMENT	<p>The undersigned applicant states that this information is true and correct and hereby agrees that, if granted a permit to fully and continuously obey the laws, rules and regulations of the Board of Health, City and State, including Animal Control, Sanitation, Noise Control, Odor Control and Zoning. It is understood that the animals may not be allowed to run at large or fly off the premises and violation of this or any other law or rule will be cause for revocation of the permit. We agree to permit all City, State, or other officials to enter, inspect and search without warrant, all parts of the premises and to seize evidence which may be used in any legal proceedings, to abide by any other condition which may be imposed and to provide any other information which may be needed. It is further understood that the permit is non-transferable as to person or location and that the fee will not be refunded if the application is denied or later suspended, revoked or surrendered.</p>			
	<p>VIOLATIONS WILL RESULT IN LEGAL ACTION AND ALL ASSOCIATED FEES PAID BY OWNER.</p>			
	SIGNATURE	PRINT OR TYPE NAME		DATE SIGNED
OFFICE USE	<p>I, hereby certify, that I have inspected this property and find that it <input type="checkbox"/> is <input type="checkbox"/> is not capable of containing these animals. I recommend that the permit be <input type="checkbox"/> approved <input type="checkbox"/> denied.</p> <p>Permit expiration date is _____</p>			
	<p>COMMENTS:</p>			
	STAFF SIGNATURE	DATE	ZONING OFFICIAL	DATE

**City of Poquoson Zoning Ordinance**  
**Article 1, Section 1-17**  
**Standards for Keeping of Farm Animals on Residential Property**

(a) Farm animals, i.e., horses, cows, pigs, chickens, etc., may be kept in the city, subject to obtaining a use permit and subject to the following conditions:

(1) Farm animals will be allowed only in conservation districts and in single-family residential districts. They will not be allowed in any other districts.

(2) The following shall apply to hooved animals, i.e., horses, cows, goats, etc., except pigs:

a. There shall be required a minimum of two acres, for one animal, and one acre, per each additional animal, of open space (pasture) in addition to the lot size requirements of the residential zone in which the animals will be kept. Properties belonging to another party cannot be used in meeting area and setback requirements, unless a copy of a written agreement, valid for the duration of the time the animal will be kept, is presented at the time of application for issuance or renewal of a use permit.

b. All stables and pastures shall be kept in a sanitary condition. No storage or accumulation of manure shall be kept on the premises except in completely enclosed and screened structures. Stables and pasture areas must be kept in a dry and well drained condition in order to prevent bog or muddy areas.

c. Stables adequate as to size and physical condition must be provided for all animals. Stables must not be allowed to fall into disrepair or to become unsightly. All stables shall be at least 300 feet from any residence belonging to a person other than an applicant and at least 50 feet from any adjoining property line. Pasture fencing shall be at least 50 feet from any property line (other than city right-of-way) and at least 100 feet from any residence. No stable shall be nearer than 200 feet to any public right-of-way or thoroughfare. All stables and fencing must be completed prior to an animal being placed on the property.

(3) The following shall apply to pigs:

a. Pigs shall be maintained in pens with 36-inch high perimeter fences enclosed with wire mesh or wooden boards close enough to prevent small animals from escaping according to the following footage allowances:

Sows:

25--40 pounds: 12 square foot allowance per animal

40--100 pounds: 16 square foot allowance per animal

100--150 pounds: 25 square foot allowance per animal

150--200 pounds: 68 square foot allowance per animal

Boars require the same footage per animal until 150 pounds

150--210 pounds: 32 square foot allowance per animal

Boars with sows: 100 square foot allowance per animal

Pigs per pen while weaning: 75 pounds: 16 animals maximum; 16 square foot allowance per animal

Pigs per pen from weaning to market: Over 75 pounds: 8 animals maximum; 24 square foot allowance per animal

b. All pens and yards shall be kept in a sanitary condition. No storage or accumulation of manure shall be kept on the premises, except in completely enclosed and screened structures. Pens and yard areas must be kept in a dry and well drained condition in order to prevent bog or muddy areas.

c. Pens shall not be allowed to fall into disrepair or to become unsightly. All such pens shall be at least 300 feet from any residence belonging to a person other than the applicant and at least 50 feet from any adjoining property line. Fencing for such pens shall be at least 50 feet from any property line (other than city right-of-way) and 100 feet from any residence. No pen shall be nearer than 200 feet to any public right-of-way or thoroughfare. All pens and fencing shall be completed prior to an animal being placed on the property. If concrete is used in the pens, it should slope one-half inch per foot and include bedding.

(b) All use permits for the keeping of farm animals shall be issued for a period of one year from January 1 to December 31. All use permits shall be subject to revocation upon violation of any of the conditions set forth in the permit. The grant of a use permit shall not vest in the recipient an unqualified right of renewal for the permit. Renewal of all use permits issued shall be subject to the imposition of additional restrictions as land uses in the area change. Individuals wishing to keep farm animals shall make application for a use permit on such forms as the city manager may require. A nonrefundable fee of \$15.00 shall accompany the initial application. Prior to issuance of a use permit, the city manager shall notify all property owners adjacent to and across the street from the location at which the animals are proposed to be kept of the request for a permit and shall ensure that the applicant is capable of meeting all of the requirements imposed by this section. Each year, prior to renewal of the use permit, the city manager shall notify all adjacent property owners of the renewal and shall review the permit for compliance with all conditions imposed either by ordinance or by the terms of the permit itself. No fee shall be charged for the renewal permit.

(c) For the keeping of non-hooved animals, i.e., chickens, fowl, the application and renewal procedures and sanitary conditions used for keeping hooved animals will be followed. However, the zoning administrator shall establish appropriate setbacks and other stipulations as necessary to preserve the residential nature and tranquility of the neighborhood.

(Ord. No. 583, § 1, 4-23-1985, Ord. No. 1381, § 1.2-28-2011)

(4) The following shall apply to chickens or fowl:

- a. For the keeping of chickens or other fowl the application and renewal procedures and sanitary conditions used for keeping hooved animals will be followed.
- b. No roosters are allowed to be kept in the City, excepting estates of 3 acres or more. For properties less than 3 acres a Conditional Use Permit would be required for the keeping of rooster(s).

(5) The following shall apply to beekeeping:

- a. In no case shall a hive be placed closer than 3 feet from a property line.
- b. A beekeeper who places hives less than 25 feet from a property line, with the entrance facing said property line, shall do so only if there is a barrier between the hive and the property line, or if the hive is elevated with its entrance no less than six feet above the ground. Barriers should be of sufficient density, length, and height to establish bee flyways six feet or higher above ground level at the property line and may include dense vegetation, an accessory structure, or a privacy fence.
- c. Beekeepers shall maintain a water source within 50 feet of a hive or less than one-half the distance to the nearest unnatural source of water which is not on their property, whichever is closest. Unnatural sources of water include swimming pools and pet or livestock watering receptacles.
- d. The Public Works Department shall maintain a list of contact information for beekeepers who wish to be notified of insect control measures performed by government entities which are harmful to bees. Listed beekeepers shall be notified at least 48 hours prior to aerial application of control measures. The Public Works Department shall exercise prudence near known hive locations when performing ground-based control measures.
- e. In cases where beehives are located more than 40 feet from a public right of way, enforcement of beekeeping regulations shall only be initiated based on complaints of an affected adjacent property owner.

(b) All use permits for the keeping of farm animals shall be issued for a period of one year from January 1 to December 31. All use permits shall be subject to revocation upon violation of any of the conditions set forth in the permit. The grant of a use permit shall not vest in the recipient an unqualified right of renewal for the permit. Renewal of all use permits issued shall be subject to the imposition of additional restrictions as land uses in the area change. Individuals wishing to keep farm animals shall make application for a use permit on such forms as the city manager may require. A nonrefundable fee of \$15.00 shall accompany the initial application, with an additional \$15.00 fee for annual renewals, if applicable. Prior to issuance of a use permit, the city manager shall notify all property owners adjacent to and across the street from the location at which the animals are proposed to be kept of the request for a permit and shall ensure that the applicant is capable of meeting all of the requirements imposed by this section. Each year, prior to renewal of the use permit, the city manager shall notify all adjacent property owners of the renewal and shall review the permit for compliance with all conditions imposed either by ordinance or by the terms of the permit itself. No fee shall be charged for the renewal permit, and adjacent property owners will not be notified, unless the number of the permitted animals has increased. Renewal permits for beekeeping are also not subject to fees or notifications to adjacent property owners.

(c) For the keeping of farm animals, the zoning administrator shall establish appropriate setbacks and other stipulations as necessary to preserve the residential nature and tranquility of the neighborhood.