

Inquiries: [municipal-enforcement@waterloo.ca](mailto:municipal-enforcement@waterloo.ca)

### Hen Registry Application

- Property Owned Registry - \$26.27
- Non-Owner Property Registry - \$26.27

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### Section A: Applicant Information

Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Unit# \_\_\_\_\_  
City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

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### Section B: Hen Registry Information

1. Will you be locating the coop within 1.5m from a property line?  Yes  No
2. How many hens will be located at the property? (1-4 hens permitted) \_\_\_\_\_

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### Section B: Hen Registry Declarations

1. I declare that I have read and meet the requirements relating to the keeping of hens.  Yes  No
2. I declare that the coop meets the 1.5m setback requirements; or, that I have the expressed written consent of my neighbour to have the coop outside of the 1.5m setback requirement.  Yes  No
3. I declare that I am the owner of the property; or, I have the expressed written consent of the property owner to keep hens.  Yes  No
4. I acknowledge that the Director or their designate may attend and inspect the property as deemed necessary to assess and ensure compliance with the requirements of any applicable by-law, statutes or regulations.  Yes  No
5. I declare that the information and statements contained in this application are true and accurate.  Yes  No

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Applicant's Name (Print)

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Applicant's Signature

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Date

**NOTE:** The registry is valid for the current calendar year in which it is issued. Annual renewal of registration is required. Registry approval is non-transferrable and application fees are non-refundable and are not prorated.

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Collection Notice: To the extent that the foregoing information constitutes personal information as defined in the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, chapter M.56 as amended, the information is subject to provisions of that Act and will be used for the purposes indicated or implied by this form. Questions about the collection of personal information should be directed to the City Clerk, Waterloo City Centre, 100 Regina Street South, P.O. Box 337, Station Waterloo, Waterloo, ON N2J 4A8, telephone (519) 886-1550.

## REQUIREMENTS RELATING TO THE KEEPING OF HENS

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1. Every owner of hens and every owner of property on which hens are kept shall ensure that:
  - (a) the owner of the hens resides at the property;
  - (b) the property on which the hens are kept is zoned for residential use pursuant to the Zoning By-law and contains a single detached, semi-detached or townhouse dwelling;
  - (c) all owner(s) and all adult occupant(s) of the property have consented in writing to the satisfaction of the City to the keeping of hens at the property;
  - (d) the hens are kept in a fully enclosed coop or run in a manner that contains the hens on the property and prevents their escape from such coop or run;
  - (e) the coop and any run are within the rear yard, or interior side yard of the property; and
  - (f) the coop and any run are set back at least 1.5 metres from the rear lot line and at least 1.5 metres from any interior side lot line or exterior side lot line of the property and at least 1.5 metres from any rear lot line abutting an exterior side yard or interior side yard of another property unless all owner(s) and all adult occupant(s) of any property from which the aforementioned setbacks are in place, have consented in writing to the satisfaction of the City to the placement of the coop or run.
  
2. When a coop is built within a shed or other structure, only the portion actually used to house hens shall be required to meet the requirements of subsection 4(d) of this Schedule.
  
3. Every owner of hens and every owner of property on which hens are kept shall ensure the hens are housed in a coop that is constructed and maintained:
  - (a) to provide protection from weather and be adequately ventilated;
  - (b) to exclude rodents and predators;
  - (c) with flooring that is resistant to moisture and mold and retains heat in the cold weather;
  - (d) with a chicken box sufficient to accommodate all hens;
  - (e) with a perch area sufficient to accommodate all hens; and
  - (f) with an accessible dust bath area.
  
4. Every owner of hens and every property owner on which hens are kept shall ensure that:
  - (a) coops and runs are maintained in a clean condition;
  - (b) coops and runs are maintained to ensure that smells do not cause a nuisance to residents of any neighbouring property or any residents of the City;
  - (c) coop floors are lined with shavings, straw, or other appropriate materials to absorb manure and facilitate cleaning;
  - (d) coops are deep cleaned at least two (2) times yearly including disinfecting of troughs, perches and nests;
  - (e) feeders and water containers are provided and are cleaned and disinfected regularly;
  - (f) all stored feed is kept in rodent proof containers and secured at all times to prevent rodents and other animals from accessing it;
  - (g) feeding of hens is done in a manner that minimizes the attraction of rodents or other animals;

## REQUIREMENTS RELATING TO THE KEEPING OF HENS CONTINUED

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- (h) manure and droppings are cleaned out daily and stored in a secured container or composter in accordance with compost regulations until disposed of in accordance with all applicable laws and regulations;
  - (i) each hen is banded with such band containing current contact information for the hen's owner
  - (j) hens have access to an enclosed outdoor run area;
  - (k) deceased hens are disposed of at a livestock disposal facility, through the services of a veterinarian, chicken exchange program, or through a facility as approved by the Ministry of Agriculture, Food and Rural Affairs and are disposed of in accordance with all laws;
  - (l) there is no sale of eggs, manure or other products associated with the keeping of hens;
  - (m) no slaughtering or butchering of hens is done on the property; and
  - (n) hens are kept in accordance with all other laws including the City's by-laws respecting noise, lot maintenance, property standards and animals, as well as provincial legislation respecting the keeping of animals.
5. **Indemnity** - The Owner shall save and hold harmless the City, its servants, agents, successors or assigns, and ensure the same shall not be held liable for any injury, loss or damage, however caused, arising out of the granting of the permissions in these terms and conditions. The Owner further agrees that it will from time to time, and at all times hereafter, truly save, keep harmless and fully indemnify the City, its servants, agents, successors and assigns from any and all actions, causes of actions, claims and demands whatsoever which may be brought against or made upon the City, its servants, agents successors and assigns and against all loss, liability, judgements, costs or expenses which the City its servants, agents, successors or assigns may sustain, incur or be put to resulting from or arising out of any act or omission on the part of the Owner, its servants, agents, successors or assigns which was done, or purported to have been done, in relation to the granting of the permission to keep hens or the keeping of hens by the Owner.