

## CITY OF ATLANTIC BEACH CITY COMMISSION MEETING STAFF REPORT

**AGENDA ITEM:** FIRST READING OF ORDINANCE TITLED, - "AN ORDINANCE OF THE CITY OF ATLANTIC BEACH CREATING A PILOT PROGRAM FOR PERMITTING BACKYARD HENS IN CERTAIN RESIDENTIAL DISTRICTS SUBJECT TO A FEE OF \$50; LIMITING THE NUMBER OF PERMITS ISSUED UNDER THE PILOT PROGRAM TO 50; PROVIDING FOR EVALUATION AND REPORTING OF THE PILOT PROGRAM BY THE CITY COMMISSION AFTER EIGHTEEN MONTHS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE"

**SUBMITTED BY:** Andrew DeCandis, AICP, Planning and Development Director

**DATE:** January 9, 2017



**BACKGROUND:** As requested staff developed an ordinance to create a two year pilot program to allow City property owners residing in single family residences to raise hens for egg production. The program would initially allow up to 50 residents to raise up to five hens each on their property. After taking a poultry keeping seminar from the Duval County Agricultural Extension Office, property owners can apply for a permit to raise hens at a onetime cost of \$50. The fee would contribute to the cost of the initial inspection of the poultry facilities and require an annual re-inspection by animal control at renewal time.

The permit holder would need to construct a coop for the hens and erect a fence or a suitable landscape barrier to keep them contained on their property and hidden from view. Setbacks for the coop would be consistent with the City's storage and tool shed requirements. The initial inspection and permit would be issued through the Building Department.

At the end of 18 months the pilot project will be evaluated by planning staff and a recommendation would be made to City Commission on whether to extend the program by making it part of the Land Development Code or terminate the program.

**RECOMENDATION:** City Commission should pass the ordinance on first reading.

**BUDGET:** No Impact

**ATTACHEMENTS:** Copy of a draft Ordinance implementing pilot project.

Application for Participation in the Pilot Program.

**REVIEWED BY CITY MANAGER:** N. Van Zure

**ORDINANCE NUMBER 95-17-113**

**AN ORDINANCE OF THE CITY OF ATLANTIC BEACH CREATING A PILOT PROGRAM FOR PERMITTING BACKYARD HENS IN CERTAIN RESIDENTIAL DISTRICTS SUBJECT TO A FEE OF \$50; LIMITING THE NUMBER OF PERMITS ISSUED UNDER THE PILOT PROGRAM TO 50; PROVIDING FOR EVALUATION AND REPORTING OF THE PILOT PROGRAM TO THE CITY COMMISSION AFTER EIGHTEEN MONTHS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, Article VIII, Section 2 of the Florida Constitution provides that municipalities shall have governmental, corporate and proprietary powers to enable municipalities to conduct municipal government, perform municipal functions and render municipal services; and.

**WHEREAS**, pursuant to the referenced provision of the Florida Constitution, a city may exercise any power for municipal purposes except as otherwise provided by law; and

**WHEREAS**, the importance of sustainability and local food sourcing has inspired an interest in backyard and community food production within our city limits, and

**WHEREAS**, many communities in Northeast Florida and throughout the United States have been exploring and implementing programs to integrate the keeping of backyard chickens into urban and suburban residential settings;

**WHEREAS**, chickens are social not solitary animals, can make good pets, and findings indicate that five (5) are sufficient to meet the needs of the average family's egg consumption; and

**WHEREAS**, residents of the city living in residentially zoned areas that are not currently allowed to keep chickens have indicated a desire to do so, asking that special attention be initiated as to how chickens can be successfully and lawfully integrated into their residential environments; and

**WHEREAS**, the findings and recommendations of the City Commission have been considered.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION ON BEHALF OF THE PEOPLE OF THE CITY OF ATLANTIC BEACH FLORIDA:**

**Section 1. Purpose and Intent.** Creation of a pilot program to permit backyard hens in certain residential zoning districts in which they are currently not permitted. This ordinance provides for a temporary exception to Section 4-7(a) of the Atlantic Beach Code of Ordinances so as to allow for the creation of a pilot program for the keeping of backyard hens, and establishes criteria and limitations so as to avoid adverse impacts on neighboring properties and residents, and to provide for the health and safety of the chickens. Nothing herein shall supersede any effective, recorded deed restriction prohibiting backyard hens on property located within the City.

**Section 2. Creation, Limitation, Permits, Approvals and Fees under the Pilot Program.**

The Commission hereby approves a pilot program for permitting backyard hens in certain residential districts enumerated herein, upon meeting the performance standards and development criteria set forth below in Section 3, and subject to the following conditions:

- (A) The pilot program shall allow for the issuance of no more than 50 permits within the Atlantic Beach City Limits. Permits shall be issued on a first come, first served basis and only upon the subject applicant meeting the standards and development criteria set forth in Section 3.
- (B) A \$50 permit fee shall be required for each application.
- (C) Within 60 days from the date of adoption of this ordinance, the Building and Zoning Department shall create an application for a backyard hens permit and shall establish an administrative procedure for issuing said permits, collecting the permit fees, ensuring that an application meets the requirements for issuance of the backyard hens permit and for maintaining a database for tracking the households which receive permits and renewal of permits.
- (D) The pilot program shall remain in place for two (2) years from the date of adoption of this ordinance at which time it shall be extended or discontinued by action of the Commission.
- (E) Within eighteen (18) months from the date of adoption of this ordinance, the City Manager shall evaluate and review the pilot program, with input from Animal Control and the Building and Planning and Zoning Department, and shall issue a report to the City Commission as to the success of the pilot program, complaints lodged and the welfare of the hens being kept within the Atlantic Beach City limits.

**Section 3. Backyard Hen Permits Special Conditions.** The permit for backyard hens issued pursuant to this ordinance shall be subject to the following regulations, standards and development criteria:

- (A) For the purpose of this pilot program, a hen (*gallus domesticus*) refers only to a female chicken. Up to five (5) hens (*gallus domesticus*) may be permitted in the rear yard of only single family dwellings located in the RS-L, RS-1, RS-2, RG, and RG-M zoning districts, subject to the following standards and development criteria:
  - (i) Hens shall be kept within a coop and will not be allowed to be free roaming. A fenced or wired in area, or “enclosed pen” is required in conjunction with a coop to provide an outside exercise area free from predators for hens. Said area shall be of a size that allows access to foraging area, sunlight, and exercise.
  - (ii) The coop and enclosed pen shall be screened when viewed from neighbor’s house, using an opaque fence and/or landscape screen or evergreen plantings.
  - (iii) Any coop and enclosed pen shall be located only in the rear yard area of the property. No coop or enclosed pen shall be allowed in any front or side yard area.

- (iv) All coops shall be required to be anchored in such a way so as to prevent them from becoming airborne during a wind event.
  - (v) The coop shall be covered and ventilated and an enclosed pen must be well drained so that there is no accumulation of moisture. The coop and enclosed pen shall be completely secured from predators, including openings, ventilation holes, doors and gates (fencing or roofing is required over the enclosed pen in addition to the coop.)
  - (vi) The coops shall provide a minimum of three (3) square feet per hen and be of sufficient size to afford free movement of the hens. The enclosed pens shall provide a minimum of ten (10) square feet per hen. The coop and enclosed pen must be easily accessible for cleaning and maintenance.
  - (vii) All stored feed shall be kept in a rodent and predator proof container.
  - (viii) Hens may not be kept on properties developed with duplex, triplex or multifamily dwellings or any other structures except single family dwellings.
  - (ix) Except for hens, no, ducks, geese, turkeys, peafowl, pheasants, quail, male chickens (roosters) or any other poultry or fowl may be kept under this pilot program.
  - (x) Hens shall be kept for personal use only. The selling of hens, eggs or manure or the breeding of chickens for commercial purposes is prohibited.
  - (xi) Hens shall not be permitted to trespass on neighboring properties, be released or set free and shall be kept within a coop and enclosed pen at all times.
  - (xii) Hen coops and enclosed pens shall be maintained in a clean and sanitary condition at all times. Hens shall not be permitted to create a nuisance consisting of odor, noise or pests, or contribute to any other nuisance condition.
  - (xiii) No dog or cat that kills a hen shall, for that reason alone, be considered a dangerous and/or aggressive animal.
  - (xiv) Hens that are no longer wanted by their owners shall not be taken to Animal Control, nor shall they be released.
  - (xv) All residents wishing to acquire a permit must evidence the completion of a hen keeping seminar from the Duval County Agricultural Extension Office.
  - (xvi) Upon submission of a completed application as determined by the Building and Zoning Department, completion of the seminar from the Duval County Agricultural Extension Office, where applicable have a letter from their homeowners association allowing the keeping of hens and payment of the \$50 permit fee, and following an inspection by Code Enforcement, the City shall issue the permit.
  - (xvii) All hen coops and enclosed pens shall meet the setbacks for accessory structures pursuant to Section 24-151 (b)(1)k. Storage and Tool Sheds of the Atlantic Beach Land Development Regulations except that chicken coops and enclosed pens shall not exceed six (6) feet in height and may not exceed one hundred (100) total square feet in area.
- (B) As a condition of the issuance of a permit, a permit holder consents to inspection of his or her property upon application for a permit and upon complaint to the City, Code Enforcement or Animal Control as related to backyard hens. Following a complaint as to a particular property and upon notice to the permit holder, the permit holder shall allow the Animal Control and/or Code Enforcement personnel to enter onto his or her property to ensure compliance with the regulations, standards and development criteria herein. The permit is also subject to the condition that, if the pilot program is not extended then all

permittees shall be required to remove all hens from the property, and cease further keeping of said hens.

- (C) Chicken coops and enclosed pens shall be maintained in a clean and sanitary condition at all times. Hens shall not be permitted to create a nuisance consisting of odor, noise or pests, or contribute to any other nuisance condition.
- (D) In a public health emergency declared by the Duval County Health Department, including but not limited to an outbreak of Avian Flu or West Nile virus, immediate corrective action may be required, in accordance with applicable public health regulations and procedures and in conjunction with Animal Control Services.

**Section 4. Violations of the Ordinance:** In the event that a violation of this Ordinance occurs, the City shall have the right to pursue any one or more of the following remedies or actions:

- (A) Institute a code enforcement action and prosecute as code violations against the violator and the property owner of the real property where the violation occurs, in accordance with the City of Atlantic Beach's Code of Ordinances,
- (B) Take any other action or remedy authorized by law or in equity, including but not limited to, instituting an action in court to enjoin violations, in which case the violator and property owner shall be jointly and severally liable to the City for reimbursement of the City's attorneys' fees and costs concerning such action through any appellate action, if taken.
- (C) Revoke the permit for the keeping of hens on the property.

**Section 5. Severability:** If any section, sentence, clause, phrase, or word of this ordinance is, for any reason, held or declared to be unconstitutional, inoperative or void, such holding or invalidity shall not affect the remaining portions of this ordinance, and it shall be construed to be the legislative intent to pass this ordinance without such unconstitutional, invalid or inoperative part therein.

**Section 6. Oversight Department:** The Building and Zoning Department shall oversee the pilot program as described herein. This Department shall coordinate with the Animal Control Division as to the evaluation report required by Section 2 herein and also with the Duval County Agricultural Extension Office.

**Section 7. Sunset:** The provisions of Ordinance 95-17-113, providing for a pilot program for backyard hen permits, shall sunset, be repealed, and be of no further effect as of January \_\_\_\_, 2019, unless extended in subsequent legislation.

**Section 8. Effective Date.** This ordinance shall become effective upon adoption at the second and final reading. This ordinance shall not be codified.

**Section 9. Conflict.** All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this ordinance are repealed to the extent inconsistent herewith.

Passed by City Commission on first reading this \_\_\_\_ day of \_\_\_\_\_ 2017.

Passed by the City Commission on second and final reading this \_\_\_\_ day of \_\_\_\_\_ 2017.

CITY OF ATLANTIC BEACH, FLORIDA

\_\_\_\_\_  
MITCHELL E. REEVES, MAYOR

ATTEST:

\_\_\_\_\_  
DONNA. L. BARTLE  
City Clerk

Approved as to form and correctness:

\_\_\_\_\_  
BRENNNA M. DURDEN  
City Attorney

# City of Atlantic Beach Temporary Backyard Chicken Application



The *Temporary Backyard Chicken Pilot Program* allows residents of certain single family homes to keep chickens on developed single family residential properties. All temporary permits will expire in January 2019. The City Commission may decide to extend, make permanent, or cease the pilot program prior to this date.

**Process:** There are 50 permits available and they will be issued on a first-come, first-serve basis. All applications will need to be complete with all required attachments prior to being processed. Please ensure that all documents in the submittal requirements list to the right are included before submitting your application. The City will review the application to make compliance determinations under Ordinance 95-17-113.

Applicant	
Name	
Address	
Phone/ Fax	
E-Mail	
Owner	
Name	
Address	
Phone/ Fax	
E-Mail	
Number of chickens (max allowed 5, hens only)	
Name of Homeowners' Association (HOA)	
Fence/ screening type and height (must be opaque)	

Permit Number (Completed By Staff) Item 7B

January 9, 2017

## Submittal Requirements

### Enclosure Plan

Provide a plan showing coop and enclosed pen construction materials and methods as well as anchoring methods, such as tie-downs. Include verification that the structures are constructed to be impermeable to rodents and predators.

**Proposed Site Plan (or Sketch):** Show the property lines, existing structures such as house, sheds, pools etc., and the location of the proposed structures. Include the distance from the side and rear property line and primary structure on adjacent lots. An aerial photograph (using Google Maps or similar) may be utilized to show the distances from neighboring primary structures.

### Fence/Screening Verification

Include a description of the proposed or existing fence or other screening from view of any neighbor's house. New fences will require a fence permit through the Building Division.

### Duval County Agricultural Extension Services Extension Service Documentation

Include documentation of completion of a Backyard Chicken Class through the Extension Service. Contact Duval County Extension Center at Phone: (904)255-7450 for information on upcoming classes.

### HOA Letter

If you are part of a Homeowners' Association, provide a letter from the HOA stating you are able to have hens at your home.

### Permission letter from property owner.

If you rent a property you will need to provide notarized authorization from the property owner, they will also be required to sign the affidavit.

### Completed Affidavit

To ensure that the chicken coop and enclosed pen will be designed, constructed and operated to the standards outlined in Ordinance 95-17-113.

### Application fee: \$50

Applicant Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Requirement (Reference Ord. 95-17-113)	Applicant Verification	City Verification
Single family dwelling (Yes/No)		(SCPA)
Coop/Enclosed Pen Height: No Taller Than 6 Ft.		
Total Size of Coop and Enclosed Pen: Maximum 100 SF		
Construction Materials and Anchoring Methods Included with Application (Yes/No)		
Coop and Enclosed Pen are Impermeable to Rodents, Wild Birds, Predators, and Weather (Plan Provided with Permit Application)		
Space Per Hen – Coop (Not less than 3 SF)		
Space Per Hen – Enclosed Pen (Not less than 10 SF per chicken)		
Location (in Rear Yards Only; minimum 5 ft. from the side and rear lot line, at least 5 ft. from any primary structure on an adjoining lot)		
Opaque wall or fence (6 ft. high)		

**Affidavit**

By applying for a temporary permit, persons applying for such permit hereby (a) agree to the terms and conditions of Ordinance 95-17-113 ("this Ordinance"), (b) grant the City and its officers, employees and agents a right-of-entry upon the subject property (including the rear yard) for inspection purposes to ensure compliance with this Ordinance prior to and after the issuance of a temporary permit, (c) agree to remove hens and coops and enclosed pens upon the termination or expiration of a temporary permit and/or this Ordinance, and (d) hold the City and its officials, officers, employees and agents harmless concerning matters relating to or concerning hens, the temporary permit and this Ordinance. The chicken coop and enclosed pen will be designed, constructed and operated to the standards outlined in this Ordinance. The drawings submitted as part of the application are a reasonably accurate representation of the subject site features and adjacent properties.

Applicant Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF DUVAL

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Applicant, \_\_\_\_\_, who is [ ] personally known to me or [ ] has produced a driver's license as identification.

[SEAL]

\_\_\_\_\_  
NOTARY PUBLIC, State of Florida  
My Commission expires:

Owner Name (If different from Applicant) (Print) \_\_\_\_\_ Signature \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF DUVAL

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Owner, \_\_\_\_\_, who is [ ] personally known to me or [ ] has produced a driver's license as identification.

[SEAL]

\_\_\_\_\_  
NOTARY PUBLIC, State of Florida  
My Commission expires: