



ANIMAL PERMIT APPLICATION

The Animal Permit is required to keep miniature livestock, poultry, or bees within the City limits. Private property agreements such as Covenants, Conditions and Restrictions (CCRs) may have additional criteria or restrictions.

TRACKING INFORMATION (For Office Use Only)

File #: _____ Reviewing Planner: _____

Planning: Approved Denied for the following reasons: _____

Submittal Date: _____ Decision Date: _____

SITE LOCATION & DESCRIPTION

Site Address: _____ Zoning: _____

Lot Size (Total Square Footage): _____

DESCRIPTION OF ANIMALS

	Poultry	Miniature Livestock	Bee Hives
Numbers to be kept on property.			

Are there other poultry/miniature livestock/bees at this address? No Yes, Associated Permit # _____

Were any animals permitted as part of an annexation application? No Yes, Case File #: _____

GENERAL INFORMATION

ENCLOSURE #1

Square footage of animal enclosure used for the benefit of the animals:

Indoor enclosure: _____ sq. ft.

Outdoor enclosure: _____ sq. ft.

ENCLOSURE #2

Square footage of animal enclosure used for the benefit of the animals:

Indoor enclosure: _____ sq. ft.

Outdoor enclosure: _____ sq. ft.

Is the site fully fenced? Yes No

Is the animal enclosure fully fenced? Yes No

Where/how will animal food be stored?

Where will animal waste be stored?

Will waste be composted or disposed of? How often will the waste be removed? Daily Weekly

Development Services & Permitting Center

Email Permits@Hillsboro-Oregon.gov Phone 503-681-6153 Fax 503-681-5250 Web Hillsboro-Oregon.gov/Permits

**ANIMAL PERMIT APPLICATION
(CONTINUED)**

APPLICANT AND OWNERSHIP INFORMATION

Applicant Name(s) _____

Mailing Address/State/Zip _____

Phone #: _____ Email Address _____

If the applicant is not the property owner, permission from the owner must be provided below:

Property Owner(s) _____

Mailing Address/State/Zip _____

Phone #: _____ Email Address _____

Property Owner's Signature _____ Date: _____

APPLICANT SIGNATURE

I hereby certify that my animals and enclosures will continually conform to the standards of the Hillsboro Municipal Code Chapter 6.20.070 Livestock and 6.20.080 Bees and to any conditions of approval attached to the Animal Permit. I understand that the ability to keep poultry, miniature livestock and/or bees is subject to revocation if violations of the Municipal Code or this permit exist on my property.

Applicant's Signature _____ **Date** _____

SUBMITTAL CHECKLIST – ANIMAL PERMIT APPLICATION

Application submittal requirements are found in Section 12.70.110 of the Community Development Code (CDC), and the approval criteria for an Animal Permit are found in Section 6.20.070 of the Hillsboro Municipal Code. The following is a checklist based on the specific requirements for Animal Permits:

Poultry/Miniature Livestock

- The original, signed Animal Permit Application.
- Permission from property owner (if other than applicant) by signature on the application form or in a separate letter.
- The appropriate filing fee **PAYABLE TO CITY OF HILLSBORO.**
- A copy of the annexation application if seeking exception from numerical quantity and type standards based on Municipal Code Section 6.20.070(C)(1) and 6.20.070(C)(2).
- A scaled site plan that shows all of the following: (See example.)
 - Building/enclosure dimensions and lot dimensions and size.
 - Location of house, any accessory structures, and animal enclosure areas for the keeping of animals.
 - Location of fencing used to keep animals contained within the site.
 - Location where waste will be stored or composted.

Bees

- The original, signed Animal Permit Application.
- Permission from property owner (if other than applicant) by signature on the application form or in a separate attached letter.
- The appropriate filing fee **PAYABLE TO CITY OF HILLSBORO.**
- A copy of the annexation application if seeking exception from numerical quantity and type standards based on Municipal Code Section 6.20.070 (C)(1) and 6.20.070 (C)(2).
- A scaled site plan that shows all of the following: (See example.)
 - Building/enclosure dimensions and lot dimensions and size.
 - Location of house, any accessory structures, and where beehive(s) will be kept.
 - Location of fencing used to divert bees.
 - Location where bee keeping material will be stored.
- Copy of the bee keeping notification mailing affidavit which will include the notification letter and the list of neighboring properties within 300 feet that the letter was mailed to, and the vicinity map.

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