

 The City of HILLSDALE Family · Tradition · Opportunity	
For Office Use Only	
Date Application Received:	
By:	
Amount Paid/Tender Type:	

<input type="checkbox"/>	Approved	Notes/Conditions: _____
<input type="checkbox"/>	Denied	_____

City Clerk Signature: _____

Date: _____

If approved, permit expires 1 year from date of issuance

ANIMAL KEEPING PERMIT APPLICATION
 City of Hillsdale, Michigan Municipal Code of Ordinances (HMC)
 Part II, Chapter 4, Article IV, Section 4-102

Application fee attached (effective July 1, 2023):

_____ **Initial Permit (includes Zoning Review): \$75.00**

_____ **Annual Renewal Permit: \$25.00**

_____ **Amended Permit for Additional Animals: \$0.00 (expires with original permit)**

Property Information – Animal Keeping Location

Property Tax Identification Number: 30-006- - -	Property Address:
Owner Name:	
Owner Phone Number:	Owner Email Address:
Owner Mailing Address (if other than property):	

Applicant Information: _____ **Owner** _____ **Occupant** _____ **Agent**

If Applicant is not the owner:

Applicant Name:	
Applicant Phone Number:	Applicant Email Address:
Applicant Mailing Address (if other than property):	

When complete, please return to: City Clerk, Hillsdale City Hall, 97 N Broad St, Hillsdale, MI 49242

Clerk – forward to Zoning Administrator (initial permit only) and Director of Public Safety for site inspection and investigation.

Animal/Insect Information

Please provide the number of each type of animal requested for keeping.

Animal/Insect Type	Number and Specific Type Requested
Wild Animals (bears, squirrels, raccoons, foxes, reptiles, etc...) Requires special permit by City Council, subject to applicable state regulations. Attach copies of any state-issued permits, registrations, licenses, etc...	
Bees Attach consent of 90% of residents within 250-foot radius	
Livestock (Cattle, Oxen, Sheep, Goats, Hogs, Swine, Horses, Donkeys, Ponies, etc...) Attach consent of 75% of residents within 500-foot radius	
Birds, Fowl, or Rabbits (Chickens, Geese, Ducks, Turkeys, Pigeons, Guinea Hens, etc...) No permit required for 4 or fewer Attach consent of 75% of residents within 250-foot radius	

Acknowledgements – Initial next to each item below indicating that you have read and understand these requirements:

_____ An amended application is required prior to acquisition of any animals in addition to the number requested for approval. For offspring of approved animals, the amended permit is required immediately upon the offspring attaining the age of six months.

_____ It is the responsibility of the permit holder to maintain the property in a safe and sanitary condition. The director of public safety may in their sole discretion refuse to approve the issuance of any permit when they deem the safety or health of the residents of the city will or may be endangered or the keeping of the requested animals would be unsanitary or unhygienic.

_____ HMC Sec 4-109. Running at large. It is unlawful for any animals, birds, fowl, or insects covered by this article to run at large or to be allowed or permitted to run at large or be staked out within the city upon the streets, alleys, public places, or upon the private property of others without the written consent of the owner of such private property. Any cattle, horses, mules, sheep, swine, or goats found running at large shall be impounded and disposed of in accordance with the provisions of the statutes of the state in such case made and provided.

Signature: _____

Date: _____

FOR OFFICE USE ONLY

For Initial or Amended Permit – Zoning Administrator Review (HMC Chapter 36):

1. Zoning District for Property (Animal Keeping Location): _____ - _____
Attach district regulations in effect at the time of review.

2. Is the keeping of the animals requested a permitted use in this district?
 - a. _____ Principal Use Permitted – Zoning Compliance Permit attached

 - b. _____ Uses Subject to Special Conditions - have the Special Conditions for approval been met?
_____ Yes – Zoning Compliance Permit with Special Conditions specified attached
_____ No – Recommend Denial

 - c. _____ Use Not Permitted – Recommend Denial

Zoning Administrator Signature

Date

A decision of the Zoning Administrator (building inspector) may be appealed to the Zoning Board of Appeals by making application thereto under the provisions of HMC Sec. 36-84.

For all Permits:

My signature below confirms that I have reviewed this application with all submitted documents, investigated and inspected the property in question. It is my recommendation that the permit be

_____ Approved

_____ Approved with the following conditions: _____

_____ Denied. Specific reason(s) for denial: _____

Director of Public Safety Signature

Date

For Wild Animal Permit – Attach Council Resolution approving or denying permit. Issuance of this permit does not guarantee compliance with state and federal regulations.