



VILLAGE OF BELLEVILLE
APPLICATION FOR THE KEEPING OF CHICKENS
(Submit to Village Clerk)

For the license period beginning _____, 20__
and ending December 31, 20__

Name: _____

Address of Premises _____

Applicant Phone Number: _____

Description of Premises: _____

[Include a location sketch, drawn to scale, of the coop, run, and fencing showing property lines and nearby structures and design information for the coop]

Number of Chickens kept: _____

Wisconsin Department of Agriculture, Trade and Consumer Protection Registration proof attached

TO BE COMPLETED BY BUILDING INSPECTOR:

Building Inspector Review/Approval:
Location of coop approved per specifications provided. ___ YES ___ NO
Zoning permit issued for building of coop. ___ YES ___ NO
Coop structure conforms in accordance with rules and regulations. ___ YES ___ NO
Signature: _____
Building Inspector

I certify that all information provided on the application and the background information is true and correct to the best of my knowledge and understand that providing false information or failing to disclose information will be grounds for denial of this license.

Signed: _____

- Attachments Filed: ___ Review/Approval by building Inspector complete. See Above
___ Building and Zoning Permits issued and fees paid
___ Proof of Registration with WI Dept. of Agriculture, Trade & Consumer Protection
___ Scaled drawing of lot including a location sketch, drawn to scale, of the coop, run, and fencing showing property lines and nearby structures and design information for the coop
___ \$18 Application Fee

Application Filed _____
Date license granted: _____
License # _____

**ORDINANCE NO. 2017-12-02
VILLAGE OF BELLEVILLE**

**AN ORDINANCE AMENDING SECTION 191-9.B.AND CREATING SECTION 191-16
OF THE CODE OF ORDINANCES REGARDING THE KEEPING OF CHICKENS**

The Village Board of the Village of Belleville, Dane and Green Counties, Wisconsin ordain as follows:

Section 1: Section 191-9.B. of the Code of Ordinances is amended as follows:

§ 191-9. *Animal Feces.*

- B. Accumulation of fecal matter prohibited on private yards. The owner or person in charge of animals must also prevent accumulation of animal waste on his or her own property by regularly patrolling and properly disposing of the fecal matter.

Section 2: Section 191-16 of the Code of Ordinances is created as follows:

§191-16 *Keeping Of Chickens*

- A. License Required. No chickens may be kept in the Village without a license issued pursuant to this section.
- B. License Application Requirements. Applicants for a license to keep chickens must meet certain minimum criteria.
 - (1) Resident of the Village of Belleville. Applicants must reside in the Village limits of the Village of Belleville.
 - (2) Single-Family Dwelling. Only residents of single-family dwellings located within the Village may apply.
 - (3) Proof of Residency. The minimum standards required to establish residency for purposes of becoming a registered voter must be met to prove the residency of the applicant.
 - (4) One License per Address. No more than one license will be issued to any address within the Village at any one time.
- C. Obtaining a License.
 - (1) Application for a building permit must be submitted to the Building Inspector.
 - (2) Applications must include a location sketch, drawn to scale, of the coop, run, and fencing showing property lines and nearby structures and design information for the coop. The applicant must pay a license application fee with this application in accordance with the Village's fee schedule.
 - (3) The Building Inspector will review the application and accompanying documents to ensure compliance with Village ordinances.

- (4) Building Inspector shall deny those applications which are submitted and do not conform to Village ordinances.
- (5) Upon approval of the application by the Building Inspector, the Village Clerk shall issue a license to the applicant.

D. License Duration and Fees.

- (1) An applicant must pay a license application fee when submitting a license application. The Village Board shall determine the application fee by resolution.
- (2) Licenses are for a 1-year term beginning January 1 of each year unless revoked according to the penalties enumerated in this section.
- (3) A license holder must pay a license renewal fee annually. This fee will not be prorated for any portion of a year. The Village Board shall determine the renewal fee by resolution.

E. Renewing a License. All licenses must be renewed on an annual basis prior to January 1st of each year.

- (1) Renewal Process. Renewals shall be processed by the Village Clerk's Office once the annual permit fee has been submitted.
- (2) Licenses not renewed by April 1 will be assessed a late fee, to be determined by resolution of the Village Board. A permit holder may be considered to be in violation of this ordinance by maintaining chickens without a license.

F. Standards.

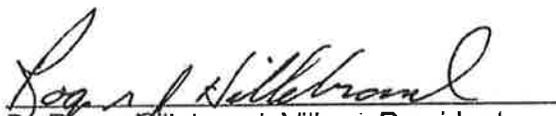
- (1) Chickens Allowed. License holders may keep female chickens (hens) at their place of residence provided they comply with all requirements of this section.
- (2) Roosters Not Allowed. The keeping of male chickens (roosters) is not allowed within the Village limits of Belleville.
- (3) Required Zoning. Chickens may only be kept at residences zoned as single-family dwellings.
- (4) Maximum Number of Hens. The maximum number of hens depends on the lot size:
 - a. For lots under one-half (1/2) an acre, there may be up to six (6) hens.
 - b. For lots under one (1) acre and over one-half (1/2) an acre, there may be up to seven (7) hens.
 - c. For lots over one (1) acre, there may be up to ten (10) hens per acre of land.

- (5) No Slaughtering. The slaughtering of chickens is not allowed within the Village limits of Belleville, except on properties zoned and approved for such use.
- (6) Bird Fighting. Raising or keeping of hens for fighting and the fighting of hens and other fowl is not allowed within the Village of Belleville as per Wisconsin Statute § 951.08.
- (7) Chicken Feed. All chicken feed must be kept in airtight containers that are out of reach from wild animals.
- (8) Chicken Coops. Hens must be provided with a building structure to house them, which complies with the accessory structure requirements of §615-72, and conforms to the following rules:
 - a. Hens must be provided at least four (4) square feet of floor space each.
 - b. A coop must have minimum dimensions of two (2) feet long by two (2) feet wide by four (4) feet tall.
 - c. There must be at least one (1) nesting box per two (2) hens.
 - d. Coops must include elevated perches to ensure chickens are able to rest in their natural position.
 - e. Coops must be structurally sound, moisture proof and kept in good repair in accordance with accepted construction standards for accessory structures.
 - f. Coops must have proper ventilation during all times of the year.
 - g. There must be a minimum of two (2) feet of window for each ten (10) linear feet of wall space.
 - h. Coops must be cleaned daily and the waste must be properly disposed of according to Village Code § 191-9(B) Animal Feces, or properly composted.
 - i. The temperature of the coop may not fall below 40 degrees Fahrenheit. Heating lamps or other technology may be used to keep the coop at the proper temperature of no less than 40 degrees Fahrenheit.
 - j. Water must not be frozen.
 - k. Coops must provide access to the chicken run.
 - l. No coop shall be located closer than twenty (20) feet to an adjacent lot line. Coops must be located in the rear yard of the property or non-address side yard on corner lots.
 - m. Property owner is responsible for ensuring that activities on the property related to the keeping of chickens does not violate other Village Ordinances to include those regarding Public Nuisances (§372), Odor (§615-61), and Noise (§395-8).

- (9) Chicken Runs. The chickens must be provided with an outdoor fenced structure in which to run around in accordance with the following regulations.
 - a. Hens must be provided with at least four (4) square feet of space each in the run.
 - b. The minimum dimensions are two (2) feet wide by two (2) feet long by three (3) feet tall.
 - c. The fencing must have spacing of no more than one (1) inch.
 - d. The top of the run must be covered with fencing with spacing of one (1) inch or less.
 - e. The fencing should be buried a foot under the ground if the run is not mobile.
 - f. No run shall be located closer than twenty (20) feet to an adjacent lot line. Runs must be located in the rear yard of the property or non-address side yard on corner lots.
- (10) General Care Requirements. Chickens must be properly cared for as follows.
 - a. Food must be provided daily and must be proper for chickens in accordance with Wisconsin Statute § 951.13(1).
 - b. Clean water must be provided at all times and changed daily in accordance with Wisconsin Statute § 951.13(2).
- G. Penalties. The keeping of chickens in the Village by any person not in compliance with this section is prohibited. Violations shall be subject to the penalties set forth in § 1-4 of the Village Code of Ordinances.

Section 3: This ordinance shall become effective upon passage and publication pursuant to law.

Adopted at a regular meeting of the Village Board of the Village of Belleville this 4th day of December, 2017.


By Roger Hillebrand, Village President
ATTEST


Brian Wilson, Village Administrator/Clerk/Treasurer

Vote: Yes - 6 No - 0 Publication: December 14, 2017

**ORDINANCE NO. 2017-12-01
VILLAGE OF BELLEVILLE**

AN ORDINANCE AMENDING SECTION 615, ATTACHMENT 1, TABLE 1 AND SECTION 615-72 OF THE CODE OF ORDINANCES ALLOWING THE KEEPING OF CHICKENS IN SINGLE-FAMILY RESIDENTIAL ZONING DISTRICTS

The Village Board of the Village of Belleville, Dane and Green Counties, Wisconsin ordain as follows:

Section 1: Section 615 Attachment 1, Table 1 - Permitted and Conditional Uses: Residential Districts of the Code of Ordinances is amended as follows:

KEY:

- P = Permitted
- C = Conditional
- N = Not allowed

Description	R-SL	R-SM	R-SH	R-T	R-M	R-MH	R-E	P-G	P-R
Accessory Uses (§ 615-72)									
Keeping of Chickens (per section 191-16)	P	P	P	N	N	N	N	N	N

Section 2: Section 615-72 – Accessory uses and structures of the Code of Ordinances is amended as follows:

- L. Chickens allowed. Female chickens (hens) may be kept on properties zoned for single-family residential dwellings so long as the occupant of the property complies with the licensing and administrative requirements pursuant to § 191-16 of the Code of Ordinances.

Section 3: This ordinance shall become effective upon passage and publication pursuant to law.

Adopted at a Regular Meeting of the Village Board this 4th day of December, 2017.


By Roger Hillebrand, Village President

ATTEST:


Brian Wilson, Village Administrator/Clerk/Treasurer

Vote: Yes – 6 No – 0 Publication: December 14, 2017

FOR INSPECTIONS CALL: _____		GENERAL BUILDING PERMIT APPLICATION				PERMIT #			
		GENERAL ENGINEERING COMPANY OFFICE: (608) 745-4070 FAX: (608) 745-5763				EXPIRATION DATE:			
Parcel Number:		Property is Located in <input type="checkbox"/> Town of <input type="checkbox"/> Village of <input type="checkbox"/> City of _____				Municipality Number			
PROJECT DESCRIPTION (Submit Building Plans & Site Plan)						Does this project require any additional approvals or permits? <input type="checkbox"/> yes <input type="checkbox"/> no			
Building Project Address:						Finished Project Value \$ _____			
Zoning District(s):		Zoning Permit No.:	Corner Lot <input type="checkbox"/> yes <input type="checkbox"/> no	Bldg. Height Ft.	Setbacks:	Front	Rear	Left	Right
Owner's Name(s)			Mailing Address			Telephone			
						Email			
Contractor Name & Type			Licen. / Cert #	Exp. Date	Mailing Address		Telephone & Email		
Construction Contractor							Tel.		
							Email		
Dwelling Contractor Qualifier					The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.		Tel.		
							Email		
HVAC Contractor							Tel.		
							Email		
Electrical Contractor							Tel.		
							Email		
Master Electrician							Tel.		
							Email		
Plumbing Contractor							Tel.		
							Email		
RESIDENTIAL Single Family/Duplex	Addition: <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft. <input type="checkbox"/> Erosion Control								
	Detached Accessory Building: <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft.								
	Remodel: <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft.								
	Other: <input type="checkbox"/> Fence <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft. <input type="checkbox"/> Erosion Control <input type="checkbox"/> Electrical Service Upgrade (Amp____) <input type="checkbox"/> Removal of Structure (Raze) <input type="checkbox"/> _____								
COMMERCIAL	New Commercial Building: _____ Bldg. Sq. Ft. <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction <input type="checkbox"/> Erosion Control								
	Commercial Addition/Alteration: <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction <input type="checkbox"/> Erosion Control _____ Building Sq. Ft. <input type="checkbox"/> Electrical Service (Amp____) <input type="checkbox"/> Fence <input type="checkbox"/> Sign <input type="checkbox"/> Removal of Structure (Raze)								
	State of Wisconsin Plan Approval Needed: <input type="checkbox"/> yes <input type="checkbox"/> no (Approved plans must be submitted with permit application)								
Zoning – When applicable, owner shall research setback information regarding height, lot coverage, etc. prior to submittal of this application.									
<small>I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit, understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality, and certify that all the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side of the last ply of this application. I expressly grant the building inspector or the inspector's authorized agent permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done. It is the Owner/Contractors Responsibility to Call in ALL INSPECTIONS to the Inspector.</small>									
APPLICANT'S SIGNATURE _____						DATE SIGNED _____			
APPROVAL CONDITIONS This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval.									
BELOW SECTION FOR OFFICE USE ONLY									
FEES:			PERMIT(S) ISSUED			PERMIT ISSUED BY:			
Construction \$ _____			<input type="checkbox"/> Construction			Name _____			
Plumbing \$ _____			<input type="checkbox"/> HVAC			Date _____ Telephone _____			
Electrical \$ _____			<input type="checkbox"/> Electrical			Cert No. _____ Census Code _____			
HVAC \$ _____			<input type="checkbox"/> Plumbing			www.generalengineering.net			
Zoning \$ _____			<input type="checkbox"/> Erosion Control						
Other _____ \$ _____			<input type="checkbox"/> Other _____			<small>1/ER 1/3/2018</small>			
Administrative \$ _____									
Total Permit Fee \$ _____									

Cautionary Statement to Owners Obtaining Building Permits

101.65(1r) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654(2)(a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one and two family dwelling code or an ordinance enacted under s. 101.654(1)(a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

I vouch that I am or will be owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility above.

Wetlands Notice to Permit Applicants

You are responsible for complying with State and Federal laws concerning the construction near or on wetlands, lakes and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs may incur. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil

I understand that this project is subject to Ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Cautionary Statement to Contractors for Projects Involving Building Built Before 1978

If this project is in a dwelling or child-occupied facility built before 1978 and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint or involves windows, then the requirements of DHS Ch. 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608) 261-6876 or go to the Wisconsin Department of Health Services lead homepage for details of how to be in compliance.

Contractor Credential Requirements

All contractors shall possess an appropriate contractor credential issued by the Wisconsin Division of Industry Services. Contractors are also required to only subcontract with contractors that hold the appropriate contractor credential.

By signing this document, owner confirms that he/she has read and understands all of the above stated information.

Owner's Signature: _____ **Date:** _____

C. Parks & Tree Fees		
600-7A	Fee-in-lieu-of Park Land Dedication	\$801 per housing unit
600-8G	Park Improvement Fee	\$1,194 per housing unit
600-30-C(9)	Tree Planting Fee	\$350 per tree - New subdivisions only, by development agreement
D. Utilities & Miscellaneous		
218-13A	Building Inspection Rates	See current General Engineering Rate Schedule
	State Seal	\$37.00 each
218-13B	Water Shutoff Valve Deposit	\$250.00
450-17A	Erosion Control Permit	\$50.00
450-17A	Stormwater Permit	\$50.00
450-17B	Deposit for Erosion Control Permit	\$500.00; costs billed
450-17B	Deposit for Stormwater Permit	\$500.00; costs billed
538-17C	Connection Fee — Sanitary Sewer	\$3089.00 per residential equivalent unit

ANIMAL LICENSING		Changes / Comments
191-3A(3)	Spayed Female or Neutered Dogs and Cats	\$13.00 annually
191-3A(3)	Unspayed Female or Unneutered Dogs and Cats	\$18.00 annually
191-4	Late Renewal Dog/Cat License	\$5.00 After April 1st
191-16D(1)	Application Fee for License to Keep Chickens	\$18.00 plus Building Permit fees
191-16E(1)	Annual Renewal Fee for License to Keep Chickens	\$18.00 annually
191-16E(2)	Late Renewal Fee for License to Keep Chickens	\$50.00 After April 1st

STREETS / PUBLIC WORKS SERVICES		Changes / Comments
455-9B(1)	Snow Removal	\$65.00 per hour; Minimum Charge Time in excess of one hour to be billed in 30 minute increments.
403-15B	Mowing (Yard) Fees	\$65.00 per hour; Minimum Charge Time in excess of one hour to be billed in 30 minute increments.
455-5F(2)	Right of Way/Street Opening Permit	\$50.00 plus any actual costs
455-8C	Street Privilege Permit	\$50.00 plus any actual costs (relates to construction or demolition)
505-8 A&C 505-9	Brush Pick-up	After 1st Load: \$25.00 per load and additional equipment hourly fee additional (if needed)



Wisconsin Department of Agriculture, Trade and Consumer Protection
Livestock Premises Registration (c/oWLIC)
 135 Enterprise Dr., Ste. ID
 Verona, WI 53593-0202
 Toll Free: 888-808-1910

Livestock Premises Application Instruction (Blank Form)

(Section 95.51, Wis. Stats., and ch. ATCP 17, Wis. Adm. Code)

The livestock premises registration program is intended to protect animal health. Premises registration will help state animal health officials respond quickly to an animal health emergency. If you keep livestock in Wisconsin, please complete the enclosed livestock premises registration application form and scan it and email it to helpdesk@wiid.org or return it to the address above.

Types of livestock (or livestock carcasses) that need to be registered:

Bovine (bison, beef cattle, and dairy cattle)

Swine

Goats

Fish (kept at a fish farm)

Farm-raised deer or other cervids (includes deer, elk, moose, caribou, reindeer, and the subfamily musk deer)

Horses, mules, donkeys, and other equine

Sheep

Llamas, alpacas, and other camelids

Poultry (includes **domesticated fowl** like chickens, turkeys, geese, ducks, guinea fowl, squab, **ratites** like rheas, ostriches, emus, cassowaries, kiwi, and **captive game birds** like pheasants, quail, wild turkeys, migratory wildfowl, pigeons, and exotic birds raised for hunting, which are raised in captivity)

IMPORTANT NOTE: The enclosed premises registration form is NOT a license renewal for any of the licenses listed below. If you do hold any of these licenses, complete and return the enclosed premises form. You will receive a **separate mailing** from the Department of Agriculture, Trade and Consumer Protection (DATCP) containing license renewals.

<u>License/Registration/Permit</u>	<u>Authority</u>	<u>Renew before</u>
Fish farm	s. ATCP 10.61	April 1
Rendering establishment, animal food processing establishment, and grease processing establishment	s. 95.72, Wis. Stats., s. ATCP 57.10, 57.12, and 57.14, Wis. Adm. Code	March 1
Deer farm	s. ATCP 10.46, Wis. Adm. Code	March 16
Milk producer	s. ATCP 60.02	May 1
Slaughter establishment	s. ATCP 55.03(3)	July 1
Animal dealer with premises	s. ATCP 12.03	July 1
Animal market	s. ATCP 12.02	July 1
Animal trucker with premises	s. ATCP 12.04	July 1
Equine quarantine station	s. ATCP 10.37(3)	July 1
Approved Feed lot	s. ATCP 10.22	July 1

Livestock premises registration expires every third July 31 after July 31, 2013.

What to do if you or your livestock have moved:

If both you and your livestock have relocated in Wisconsin since either you registered or renewed your premises, please call 888-808-1910 to inactivate your previous premises and fill out a new registration application to register a new livestock premises. If only your mailing address has changed, but your livestock remain at your registered premises, please update your mailing address in section A of the registration application. If only your livestock have relocated, or if you no longer keep livestock, please call 888-808-1910.

Please remember to include all livestock types (see list above) that are or will be on your premises at any time during the upcoming registration period:

Review section E to make sure that all the livestock types you are keeping or will keep during the livestock registration period are checked. For example, if you plan to add 4-H or FFA project animals to your premises during the 3-year registration period, please check the appropriate animal types in section E. Even if you keep just one livestock animal at your premises, check that livestock type under section E. For example, if you keep just one chicken, check "Poultry" in section E as a livestock type that you keep. If you add types of

livestock during the 3-year registration and did not register them on this renewal, please call 888-808-1910 to add them when they arrive on-site.

Completing the Livestock Premises Registration (Blank Form)

Section A – Registrant information

'Registrant' is the name of the individual registering (first name, middle initial, last name) OR the legal name of the business (or other legal entity) that is registering a livestock premises. If you hold one of the licenses/registrations/permits listed on the previous page, the name you list as the premises registrant and the name on your license/registration/permit should be the same on both.

Section B – Primary contact

"Primary contact" is the individual who best knows about livestock movement on and off or between the registered premises and can be contacted if there is an animal disease emergency. If the contact individual does not have a phone number, provide the phone number of someone who could reach the primary contact in case of an emergency, like a neighbor.

Section C – Primary premises address

This form is for registration or renewal of the primary premises address. **Please list your livestock premises code by your signature for all renewals.** Any change in the primary premises address will require a *new registration form* to be submitted (this form can be considered your new registration).

Section D – Premises type and non-producer participants

In most circumstances, your premises type will not change. If it has changed since your last registration, note the new type. You may only check one premises type.

"Non-producer participants" are persons engaged in the USDA Disease Traceability Framework, such as the United States Animal Identification Number (USAIN) manager, USAIN tag distributor, designated animal health officials, and designated diagnostic laboratories.

Section E – Types of livestock or livestock carcasses on premises and any secondary locations

Please note all of the types of livestock at all locations on your renewal application and verify that the information is accurate. If you no longer keep any livestock, please call 888-808-1910.

Section F – Secondary locations

In addition to the primary premises location (Section C), you may also register one or more secondary locations at which you keep livestock from time to time.

- For example, a dairy farm "premises" may include a primary location (that includes the milking barn or parlor) and one or more secondary locations (such as a non-contiguous pasture or heifer facility).
- If a person keeps livestock at multiple locations but never moves or commingles livestock between those locations, the person is advised to register those locations as separate premises (separate primary locations, each with its own livestock premises code).

If a secondary location has no street address, please provide general directions from the primary premises to the secondary location and any other information that would help determine where that location is.

Information provided for livestock premises registration is CONFIDENTIAL as provided under s. 95.51, Wis. Stats., and s. ATCP 17.03, Wis. Adm. Code. However, personally identifiable information as defined under s. 19.62(5), Wis. Stats., which has been provided to the department for licensure or other purposes, may be subject to inspection under Wisconsin's Open Records Law, ss. 19.31-19.39, Wis. Stats. See also s. 15.04(1)(m), Wis. Stats. DATCP is an Equal Opportunity Employer.

Failure to provide the required information may result in penalties, which include withholding any license, registration, certificate or permit issued by the department under Wis. Stat. chs. 93, 95, and 97 and chs. ATCP 10, 12, 17, 55, 57, or 60 Wis. Adm. Code, and penalties including those under Wis. Stat. ss. 95.99 and 97.22.

Upon request, this application can be made accessible to persons with disabilities.

Questions? Need a new registration form? Call (888) 808-1910 for assistance.



Wisconsin Department of Agriculture, Trade and Consumer Protection
 Livestock Premises Registration (c/o WLIC)
 135 Enterprise Dr., Ste. 1D
 Verona, WI 53593-0202
 Fax: 608-848-4702

If Registered Enter
Acct #
Premises Code

Livestock Premises Registration Application

(S. 95.51, Wis. Stats. and ch. ATCP 17, Wis. Adm. Code)

Please return completed form to the address listed above.

A. Registrant information If registrant is a business, provide the legal name of that business.

Name of individual (first name, middle initial, last name) * OR legal name of business (or other legal entity) *		Registrant phone* ()	
All trade or other names* , if any (d/b/a or "doing business as")			County*
Mailing address*	City/Village/Town*	State*	Zip code*
Registrant type: check one <input type="checkbox"/> Individual (includes a pet owner or 'hobby farm') <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Cooperative <input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> State or local government entity <input type="checkbox"/> Tribal entity <input type="checkbox"/> Trust <input type="checkbox"/> Estate <input type="checkbox"/> Limited Liability Partnership (LLP)			

B. Contact information List the name of the Primary Contact for the premises. 'Primary contact' is the individual who best knows about livestock movement on and off or between the premises locations being registered and can be contacted if there is an animal disease emergency. Check applicable box for each phone number type. If contact does not have a phone number, see instruction sheet.

Primary contact name and phone number * - Fill in below.			
First Name	Middle Initial	Last Name	
Primary contact phone ()	<input type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Cell <input type="checkbox"/> Pager	Backup Phone ()	<input type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Cell <input type="checkbox"/> Pager
Alternate contact name and phone number - Fill in below (OPTIONAL).			
First Name	Middle Initial	Last Name	
Alternate contact phone ()	<input type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Cell <input type="checkbox"/> Pager	Backup Phone ()	<input type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Cell <input type="checkbox"/> Pager

C. Address of primary premises location* If the primary location does not have an address, see instruction sheet.

Description of location (Examples: "milking barn" or "pasture")				
Premises Address: Check here if same as mailing address in Section A and skip to Section D <input type="checkbox"/>				
City/Village/Town	State WI	Zip code	County	
OPTIONAL Township number (1 - 53N)	Range number (20W - 30E)	Section number (1-36)	¼ Section	⅛ Section
Geographic coordinates West (Longitude) (must be between 86.000 and 94.000)		Geographic coordinates North (Latitude) (must be between 42.000 and 48.000)		

D. Livestock premises type* Check ONE that best applies. If your premises has more than one type of operation, see instruction sheet.

<input type="checkbox"/> Farm or production unit (Includes hobby farm)	<input type="checkbox"/> Livestock exhibition	<input type="checkbox"/> Clinic	<input type="checkbox"/> Market or livestock collection point	<input type="checkbox"/> Rendering or carcass collection point
<input type="checkbox"/> Slaughter establishment	<input type="checkbox"/> Tagging site	<input type="checkbox"/> Laboratory	<input type="checkbox"/> Quarantine facility	<input type="checkbox"/> Non-producer participant (See instruction sheet for definition and examples)

All information with an asterisk (*) is required under s. 95.51, Wis. Stats. and s. ATCP 17.02, Wis. Adm. Code., unless otherwise specified.

Continued on next page

E. Types of livestock or livestock carcasses on premises and any secondary locations* Check ALL that apply.

Bovine – please specify:

Beef Cattle

Dairy Cattle

Bison

Camelids (includes llamas and alpacas)

Captive cervids (includes deer, elk, moose, caribou, reindeer, and the subfamily musk deer)

Equine (includes horses, mules and donkeys)

Fish (includes all fish kept at a fish farm that requires registration under s. ATCP 10.61)

Goats

Poultry (includes **domesticated fowl** like chickens, turkeys, geese, ducks, guinea fowl, squab, **ratites** like rheas, ostriches, emus, cassowaries, kiwi, **and captive game birds** like pheasants, quail, wild turkeys, migratory wildfowl, pigeons, and exotic birds raised for hunting, which are raised in captivity)

Sheep

Swine

F. Secondary locations (if applicable)* If your premises has more than one location (but the same contact individual), you may list up to three secondary locations here. (Example: a dairy farm may list its heifer and dry cow facilities below as two secondary locations because they are at separate geographical locations, yet the contact individual is the same for all locations AND livestock are commingled.) Additional premises need to be registered separately (see instruction sheet).

Description of location (Example: "dry cow facility -- 3 miles west of main premises")

Address	City/Village/Town	State WI	Zip code	County
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Description of location (Example: "heifer facility -- 5 miles southeast of main premises")

Address	City/Village/Town	State WI	Zip code	County
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Description of location

Address	City/Village/Town	State WI	Zip code	County
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G. Signature

I declare that I have examined this registration application, and to the best of my knowledge it is true and correct.

Signature of registrant or authorized representative

Date

Print name of person signing

Title of person signing
(Examples: "livestock owner" or "Vice President, XYZ Farms, Inc.")

All information with an asterisk (*) is required under s. 95.51, Wis. Stats. and s. ATCP 17.02, Wis. Adm. Code.

Additional livestock premises registration forms may be obtained by calling (888) 808-1910.

Premises Registration

Wisconsin is the first state in the nation to mandate livestock premises registration. We have a public-private partnership with the [Wisconsin Livestock Identification Consortium \(WLIC\)](#), that developed the necessary computer software over about five years. WLIC was already registering premises voluntarily when a BSE-infected Washington State dairy cow was discovered in December 2003, prompting the U.S. Department of Agriculture to put premises and livestock identification on a fast track. In early 2004, the Wisconsin Legislature passed a law mandating premises legislation.

Livestock premises registration means that any location where livestock congregate - family farm, hobby farm, backyard poultry flocks, veterinary clinics, markets, livestock feedlots, livestock dealers and haulers - provides to a central database an address, contact person and list of species. The location gets a unique number. Our goal is to be able to trace livestock movements within 48 hours in case of an animal disease outbreak, so we can find where an infection originated and what animals have been exposed.

What is premises registration and why is it important?

Premises registration is a way to locate where livestock or dead animals are kept or congregated. Premises are listed in a computerized database with information about what species of animals are kept at any location. Each premises is assigned a number that remains with the location.

Premises registration allows for much faster traces when there is an outbreak of an animal disease or an animal-borne human disease. If we know where susceptible animals are located, we can control the disease more quickly.

Premises registration is not individual animal identification.

Voluntary or mandatory?

Premises registration is mandatory in Wisconsin, with one exception (see below). Wisconsin requires premises identification, regardless of whether the USDA or any other state requires it. It should be done as soon as animals are added to your premises and must be renewed every three years. It is important to keep your information accurate to ensure animal health officials have the most up to date information in the event of an animal disease outbreak.

What must be registered?

Any location in Wisconsin where livestock are kept or congregated must be registered.

“Livestock” includes:

- Cattle and other bovine animals
- Swine
- Poultry
- Sheep
- Goats
- Horses and other equine animals

- Farm-raised deer and other cervids
- Gamebirds including pheasants, quail, wild turkeys, migrating waterfowl, pigeons, and exotic birds raised in captivity
- Bison
- Llamas and other camelids
- Ratites such as emus and ostriches
- Fish

“Premises” includes:

- Farms and hobby farms
- Veterinary clinics with large animal hospital facilities
- Stables
- Animal markets
- Livestock feedlots, animal trucker and dealer premises where animals are kept
- Slaughter, rendering and dead animal plants
- Livestock exhibitions
- Any other location where livestock is kept or congregated

The premises registration number stays with the location; that is, a change in property ownership will not change the premises identification number.

Who must register?

Premises registration is required for all locations where livestock are kept or congregated.

The property owner, livestock owner, livestock caretaker, or other person involved in the livestock operation must register facilities not licensed by the Wisconsin Department of Agriculture, Trade and Consumer Protection. If two or more people keep livestock on the same premises, one registration covers all.

Current DATCP licensees must register their licensed livestock premises (dairy, deer and fish farms; animal markets, dealers and truckers; slaughter and rendering plants; and equine quarantine facilities).

Are there any exemptions?

Individuals with a sincerely held religious belief opposing registration of a livestock premises can seek an exemption under s. 95.51(2), Wis. Stats. To do so, the individual must complete an application and affidavit, signed before a notary public, and submit that application to DATCP. Only individuals can apply for a religious exemption, not a company. If the information provided in the affidavit cannot be verified by DATCP, the application may be denied and current premises registration requirements will apply.

Is my information confidential?

Information provided by the registrant is confidential unless other laws require it to be open.

The premises registration number by itself is not confidential.

DATCP may disclose confidential information if necessary to prevent or control disease or protect public health.

How much does it cost?

There is no charge for registering premises.

What information is required?

- Legal name, trade name, mailing address, phone.
- Primary premises and up to three secondary locations.
- Name and phone for contact person who has knowledge of livestock movements to and from premises.
- Type of operation.
- Type of livestock.

Registrants will receive a unique premises registration number printed on a convenient plastic card, which can be carried in a wallet or placed in a file.

How can I register/renew now?

- [Online registration system](#)
- [Livestock Premises Registry/Renewal application and instructions](#)
- Call toll-free (888) 808-1910

How do I renew my premises registration?

DATCP requires each livestock premises to renew their registration once every three years.

If you move, change phone numbers, change contact name or add a new species on your premises, you must update your information in one of these ways:

- Return the Premises Renewal form mailed to you with corrections to WLIC.
- Access your online information: if you remember your online user ID and Password, you can login and renew your information online (User ID's and password are case sensitive).
- Call WLIC: we can update your information over the phone if you call (888) 808-1910 and provide us with the information that needs to be updated.

In case you previously registered online, and you forgot your user name and password: email helpdesk@wiid.org and include your account number or premises number and name.

Once a premises registration has been renewed, a confirmation letter with a premises ID card will be mailed to registrants. DATCP reminds livestock owners to keep their cards for future reference. Some organizations or events, such as fairs, may ask for a premises ID number in order to participate in their activities.