



136 North Monroe Street  
Waterloo, WI 53594  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

**PUBLIC NOTICE OF A COMMITTEE MEETING  
OF THE COMMON COUNCIL OF THE CITY OF WATERLOO**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public & news media, that the following meeting will be held:

**COMMITTEE:** **PUBLIC SAFETY AND HEALTH COMMITTEE**  
**DATE:** **March 6, 2025**  
**TIME:** **6:00 p.m.**  
**LOCATION:** **Municipal Building Police Training Room, 136 N. Monroe Street**

- 1) CALL TO ORDER AND ROLL CALL
  - 2) APPROVAL OF MEETING MINUTES: February 6, 2024
  - 3) PUBLIC COMMENT
  - 4) NEW BUSINESS
  - 5) BLIGHT REPORT
  - 6) UNFINISHED BUSINESS
    - a) USA Cycling Collegiate Road National Championships-Trek (5/2-5/3/2025)
    - b) Chickens
  - 7) FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
  - 8) ADJOURNMENT
- Committee Members: Thomas, Cummings, Griffin

posted, e-mailed & distributed: 03/03/2025

PLEASE NOTE: IT IS POSSIBLE THAT MEMBERS OF AND POSSIBLY A QUORUM OF MEMBERS OF OTHER GOVERNMENTAL BODIES OF THE MUNICIPALITY MAY BE IN ATTENDANCE AT THE ABOVE MEETING(S) TO GATHER INFORMATION. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY OTHER THAN THAT SPECIFICALLY NOTICED. ALSO, UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST SUCH SERVICES PLEASE CONTACT THE CLERK'S OFFICE AT THE ABOVE LOCATION.

**PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES**  
**February 6<sup>th</sup>, 2025**

**1. Call to Order:**

The Public Safety Committee meeting was called to order by Alderperson Thomas at 6:00PM

**2. Roll Call:**

Committee members present – Alderperson Thomas, Griffin, Cummings, Chief Sorenson, Lt. Warner, DPW Sup. Chad Yerges, see attached sign in roster.

**3. Approval of Public Safety Committee Minutes of November 7th, 2024.** Motion by Alderperson Griffin to approve Prior minutes of November 7th, 2024, second by Cummings, motion carried.

**4. Public Comment:** None:

**5. New Business**

- a. Event Application-USA Cycling Collegiate Race National Championships-Trek (5/2-5/3-2025) Tabled until new course route is determined for 05/2/2025
- b. Event Application -Trek 100 (June 7<sup>th</sup>,2025) – Motion by Cummings to send to council for approval, seconded by Griffin, motion carried.
- c. Event Application WBA – Wine Walk (May 29<sup>th</sup>, 2025) Motion by Cummings to send to council for approval, seconded by Griffin, motion carried.
- d. Event Application -WBA – Wiener and Kraut Event (September 13<sup>th</sup>, 2025) Motion by Cummings to send to council for approval, seconded by Griffin, motion carried.
- e. Event Application -WBA – Spooktacular (October 25<sup>th</sup>, 2025) Motion by Cummings to send to council for approval, seconded by Griffin, motion carried.

**6. Blight Report** – Update given to public safety committee

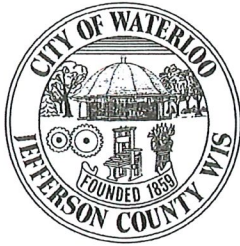
**7. New Business: Chicken Ordinance (pilot program)** -There was discussion on recommendation for set back of the run. It was then decided to send Pilot Chicken Program to council for their recommendation. Require proof of livestock registration through Wisconsin Dept. of Agriculture Trade and Consumer Protection. List of requirements to be added or subtracted (From Alderman Thomas' suggested requirements (See Attached form). There was discussion about making the program a City Ordinance (Because city can not issue citations for violations.) Request for a 2-year limit to pilot

program, no free range, and the chickens have to remain in coop at all times. Motion by Cummings to send to council with suggested requirements and with a two-year trial of the pilot program, seconded by Griffin, motion carried.

8. **Future Agenda Items, Communications, and announcements:** None
9. **Adjourn:** Motion to Adjourn by Alderperson Cummings, second by Griffin, motion carried.

**BLIGHT LIST updated 02.20.2025**

Street	Property #	Owner of Property	Who Complained /follow up with	Complaint	Filed date	WW issued	Warning Letter Sent	Citation issued
Anna Ct	902	Benito Mena	DPW/PD	Truck & car not registered	2/20/2025			
Streator Lane	410	Lowell Wright	DPW/PD	Junk by garage	2/20/2025			
Bradford Dr	520	Jackson Miller	DPW/PD	Trees	2/20/2025			
Knowlton St	334	Bradley Bauer	DPW/PD	House Repairs	2/20/2025			
Washington St	516	James Marshall	DPW/PD	Junk	2/20/2025			
Portland Rd	310	Movein Properties LLC	DPW/PD	Junk & Cars	2/20/2025			
E Madison St	315	Vidal Hernandez	DPW/PD	Junk	2/20/2025			
Mill St	258	Hurley Storage LLC	DPW/PD	Junk Car	2/20/2025			



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### APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Trek Bicycle

STATUS: (circle one)    unincorporated    incorporated    individual    other \_\_\_\_\_

CONTACT NAME: Mike Monger

PHONE NUMBER: 443-690-1818 / /  
DAYTIME                                  EVENING                                  FAX

EMAIL ADDRESS: mike\_monger@trekbikes.com

NAME OF EVENT: USA Cycling Collegiate Road National Championships

TYPE OF EVENT: (circle one)    Festival    Parade    Caravan    Rally    March  
   Race    Tag    Day    Other    Bicycle Race

PURPOSE OF EVENT: Bicycle Race

DATE OF EVENT: 5/2/2025 & 5/3/2025

EVENT HOURS: 8am-4pm daily    SET UP HOURS day prior    BREAKDOWN 5/3 4pm-6pm

DESCRIPTION OF EVENT: Bicycle Race

SITE/ADDRESS FOR EVENT (list if multiple locations) 5/2 Time Trial Race on County Road O. 5/3 Road Race on Cherry Lane, HWY 19  
Waterloo Rd, County Road O, Veith Road, Boxelder Road, East Medina Road, Tower Line Rd,

PROJECTED ATTENDANCE: 600-800    PAST ATTENDANCE: \_\_\_\_\_

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 20-40

RAIN POLICY: Event will only be adjusted if lightning is within 15 mile radius

DATE APPLICATION MADE 1/3/2025

**HOLD HARMLESS CLAUSE:**

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

**INSURANCE REQUIREMENTS:**

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, \_\_\_\_\_ 20\_\_\_\_ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594**. Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

**PERMITTED USE OF PUBLIC PROPERTY:**

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at \_\_\_\_\_ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of \_\_\_\_\_ through \_\_\_\_\_ 20\_\_\_\_. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

**LIABILITY WAIVER:**

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

**AUTHORIZED SIGNATURES:**

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

Mike Monger	<i>Mike Monger</i>
_____ Name (please print)	_____ Signature
_____ Signatory Title (if applicable)	1/27/2025 _____ Date

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN **NINETY DAYS (90)** PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street**, Waterloo, WI. 53594. A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: \_\_\_\_\_Received by: \_\_\_\_\_

Clerk's Office to complete the section below:

Cc:

_____Police Department	_____Council Approval_____
_____Fire Department	_____Date
_____Public Works	_____Certificate of Insurance
_____Waterloo Utilities	

**Fee for Profit Events = \$50.00 per event.**

***Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.***

**Fee Paid:** \_\_\_\_\_**Date Paid:** \_\_\_\_\_

**Receipted by:** \_\_\_\_\_

## Attachment 1

### CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:  
  
**\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.**
3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.
4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.
5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.
6. **No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025



## SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: \_\_\_\_\_

DATE (S) OF EVENT: \_\_\_\_\_ HOURS: \_\_\_\_\_

LOCATION/PROPERTY: \_\_\_\_\_

### **SAFETY PROCEDURES:**

1) Will you be providing private on-site security?      YES              NO

If yes, list security company name. \_\_\_\_\_

Where will security be needed? \_\_\_\_\_

What times will security be needed? \_\_\_\_\_

Will WPD officers be required?              YES              NO

Municipal estimation of cost: \_\_\_\_\_ WPD Personnel @ \$ \_\_\_\_\_ /hour = \$ \_\_\_\_\_

2) What are your plans for medical assistance? \_\_\_\_\_

Municipal estimation of cost: \_\_\_\_\_ WFD equipment/personnel @ \_\_\_\_\_ \$ hours = \$ \_\_\_\_\_

3) Will there be fireworks at your event?              YES              NO

Date of fireworks \_\_\_\_\_ Time of Fireworks \_\_\_\_\_

Name/Address of company supplying fireworks \_\_\_\_\_

Fire Marshall must be contacted for approval and consultation.

### **SET UP / CLEAN UP PROCEDURES:**

1) Name of person in charge of set up: \_\_\_\_\_ phone # \_\_\_\_\_

2) What time will set up begin: \_\_\_\_\_

3) Name of clean up contact person: \_\_\_\_\_ Cell Phone# \_\_\_\_\_

4) Estimated time for clean up after event: \_\_\_\_\_

### **FEES AND PROCEEDS:**

1) Will admission be charged for this event?              YES              NO

If yes, how much: Adult \_\_\_\_\_ Seniors \_\_\_\_\_ Students \_\_\_\_\_

Children 5 & under \_\_\_\_\_ Families \_\_\_\_\_

2) If a participant fee is charged, please indicate the amount: Booth: \_\_\_\_\_

Concessionaire: \_\_\_\_\_

3) Will alcoholic beverage(s) be sold? YES NO

If yes, what beverage and at what cost? \_\_\_\_\_

4) What does the Sponsor intend to do with any revenue over and above the expenditures? \_\_\_\_\_

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

#### ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

\_\_\_\_\_  
\_\_\_\_\_

2) Describe other entertainment / activities planned for your event: \_\_\_\_\_

3) How will your event be promoted? Television Radio Newspapers Posters Flyers  
other \_\_\_\_\_

#### PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES NO

Purpose of barricades: \_\_\_\_\_

Location of placement: \_\_\_\_\_ Amount needed \_\_\_\_\_

Date barricades needed \_\_\_\_\_ Time of placement \_\_\_\_\_

Name of company providing service if other than City \_\_\_\_\_

2) Will you require electrical service(s) YES NO

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost\$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location \_\_\_\_\_ Entertainer name \_\_\_\_\_

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_ Entertainer name \_\_\_\_\_

Waterloo, WI

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Name of company providing service if other than City: \_\_\_\_\_

3) Will you need fencing installed? YES NO

Purpose of fencing: \_\_\_\_\_

Location: \_\_\_\_\_ Amount: \_\_\_\_\_

Date needed \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated costs: \_\_\_\_\_ locations @ \$100. = \$ \_\_\_\_\_ Total costs

4) Will parking considerations be needed YES NO

Type(s) \_\_\_\_\_

Location: \_\_\_\_\_ Amount \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

5) Will picnic tables be needed? YES NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date needed: \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ Picnic tables @ \$5.00 per table = \$ \_\_\_\_\_

6) Is a street sweeper needed? YES NO

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ hours @ \_\_\_\_\_ = \$ \_\_\_\_\_ total cost

Name of company providing service, if not City: \_\_\_\_\_

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins \_\_\_\_\_ Barrels \_\_\_\_\_

Where do you want them placed? \_\_\_\_\_

Name of disposal company if other than the City: \_\_\_\_\_

Where will dumpster be place: \_\_\_\_\_

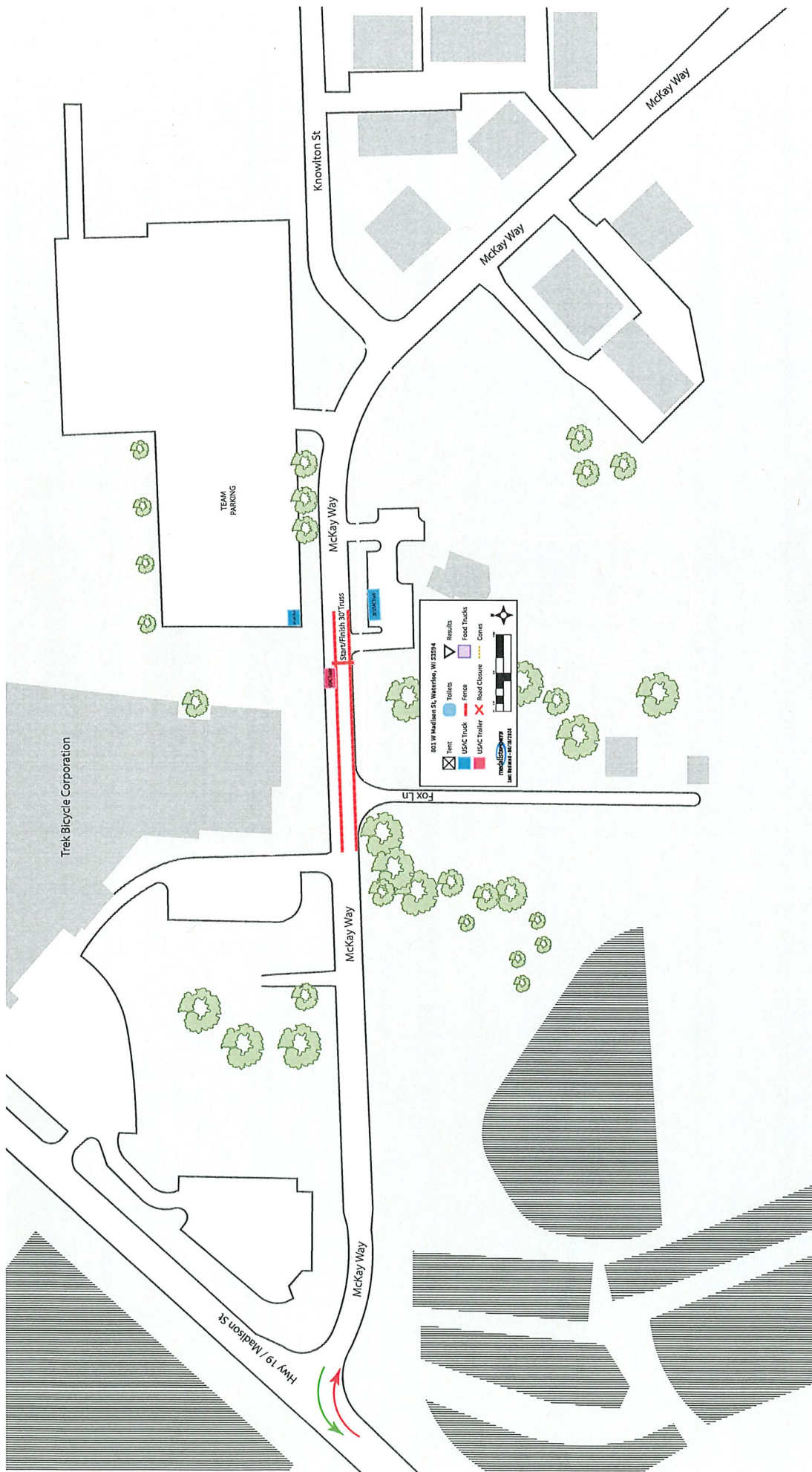
**Waterloo, WI**

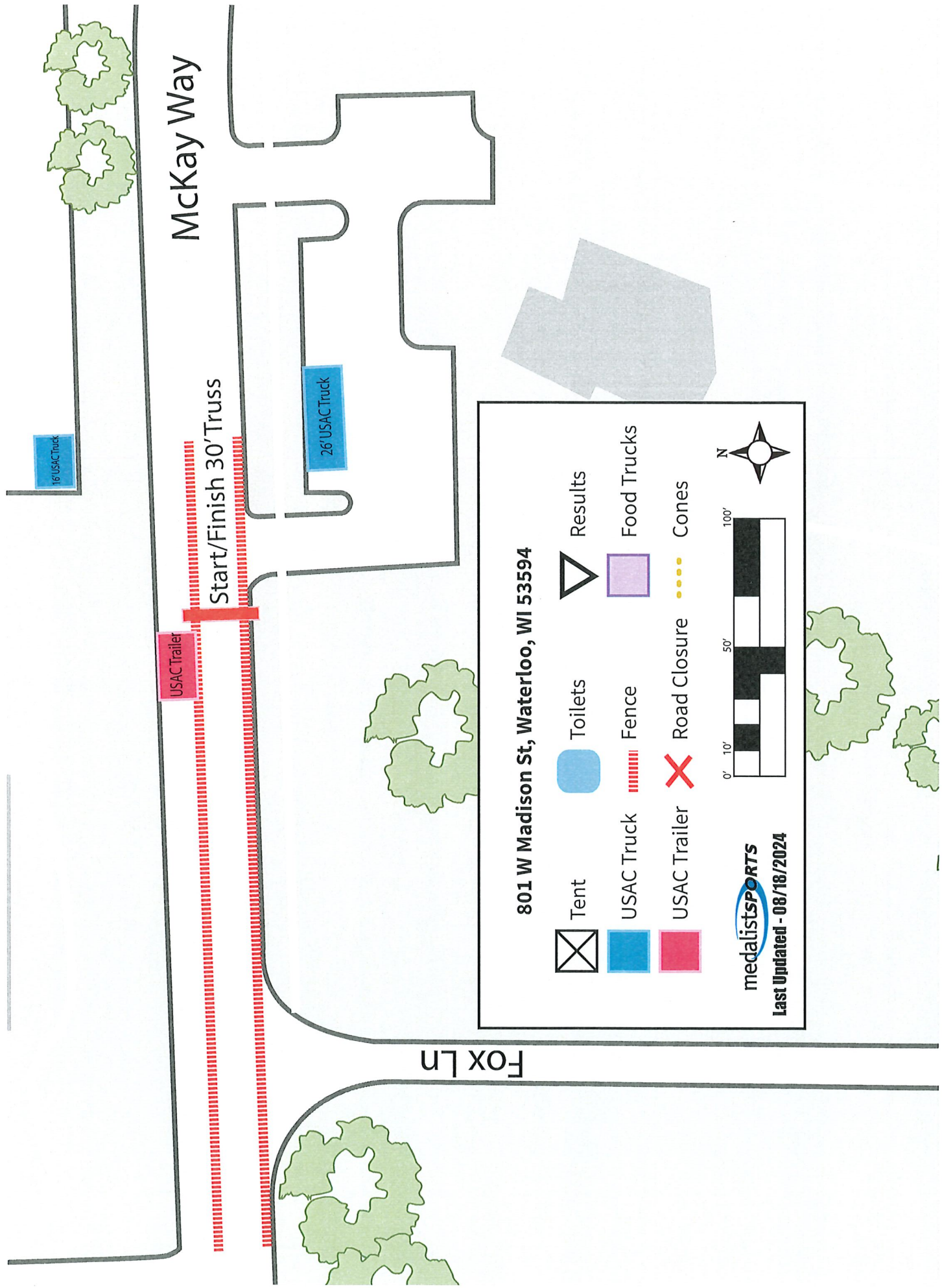
8) Will water connection be needed? YES NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated costs: \_\_\_\_\_ connection(s) @ \$20.00 = \$ \_\_\_\_\_ Total water costs





McKay Way










Start/Finish 30' Truss

26' USAC Truck

USAC Trailer

Fox Ln

801 W Madison St, Waterloo, WI 53594








- |   |              |   |              |   |             |
|---|--------------|---|--------------|---|-------------|
|    | Tent         |    | Toilets      |    | Results     |
|  | USAC Truck   |  | Fence        |  | Food Trucks |
|  | USAC Trailer |  | Road Closure |  | Cones       |



medalists**PORTS**  
Last Updated - 08/18/2024

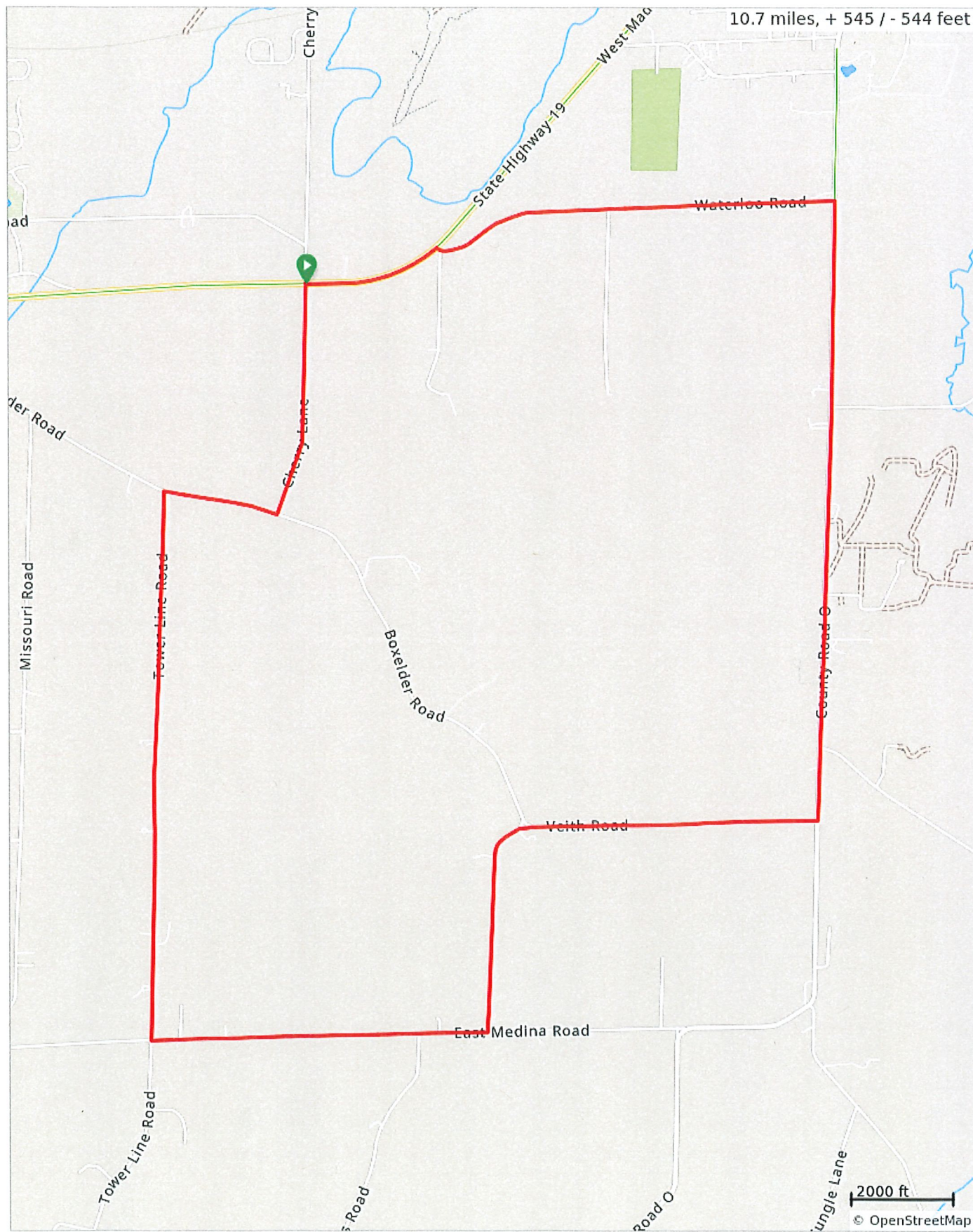
















Num	Type	Note	Next
1.		Sharp L onto Knowlton Street	0.1
2.		L onto Knowlton Street	0.6
3.		Sharp R onto South Monroe Street, CTH O	10.1
4.		Sharp L onto Knowlton Street	0.6
5.		R onto Knowlton Street	0.1
6.		Keep R onto Knowlton Street	0.0
7.		Sharp L onto Knowlton Street	0.0



# 10 mile road race

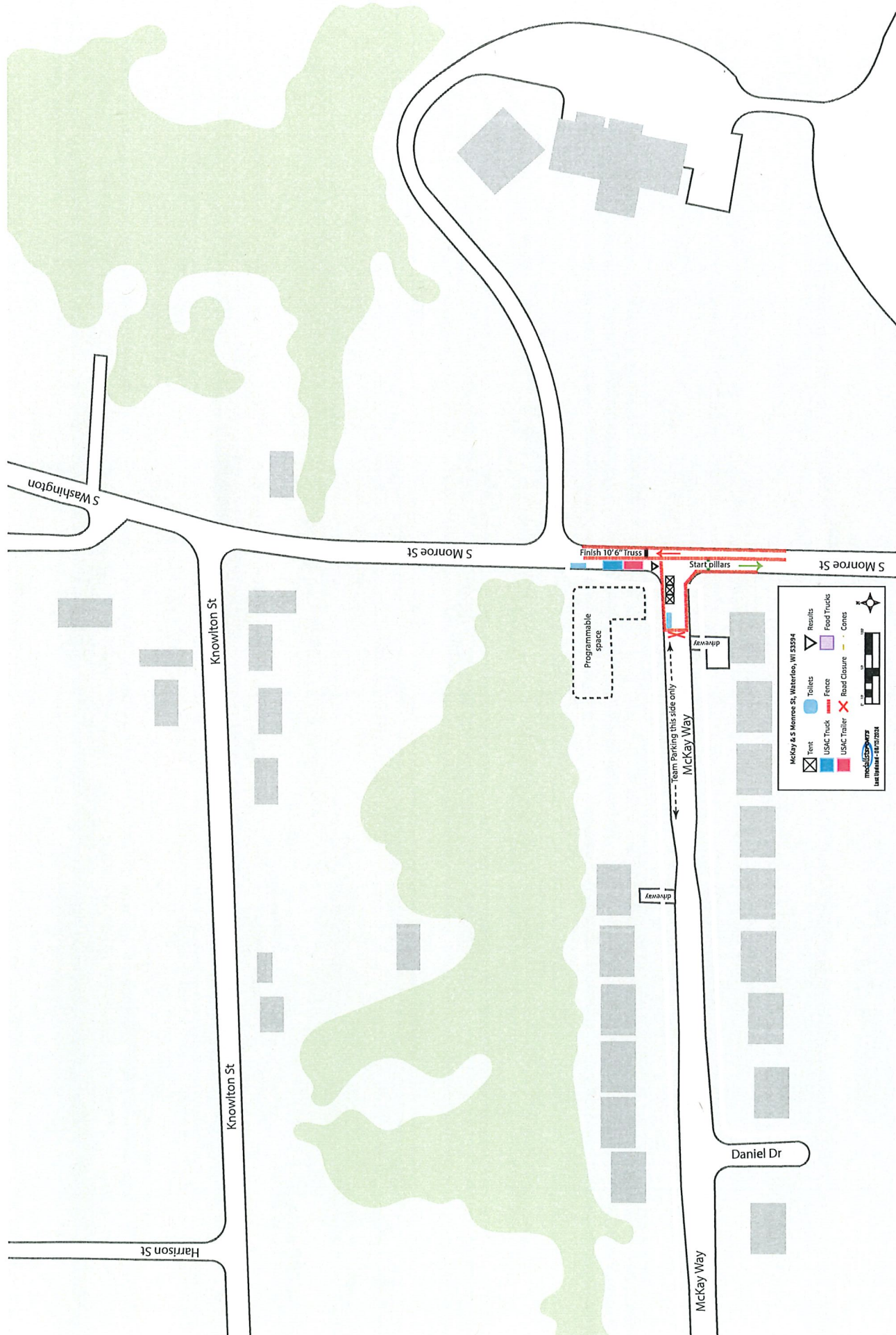


10 mile road race

Num	Type	Note	Next
1.		Start of route	0.0
2.		L onto State Highway 19, WI 19	0.5
3.		R onto East Waterloo Road	1.5
4.		R onto County Road O, CTH O	2.3
5.		R onto Veith Road	1.1
6.		Keep L onto Veith Road	0.0
7.		Slight L onto Boxelder Road	0.8
8.		R onto East Medina Road	1.2
9.		R onto Tower Line Road	2.0
10.		R onto Boxelder Road	0.4
11.		L onto Cherry Lane	0.9
12.		End of route	0.0

10.7 miles. +545/-544 feet

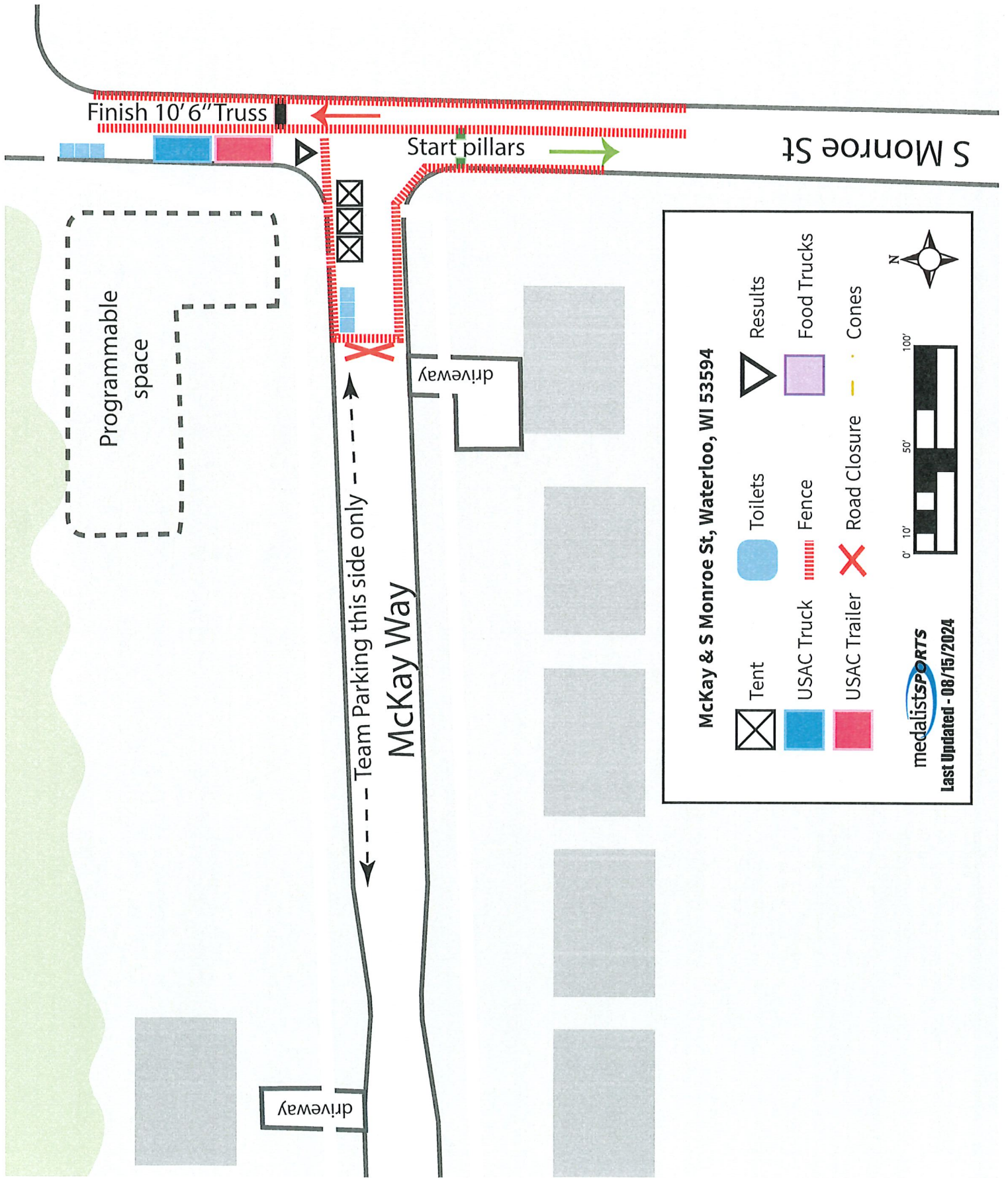




**McKay & S Monroe St, Waterloo, WI 53594**

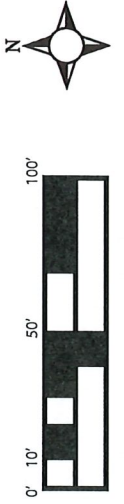
	Tent		Toilets		Results
	USAC Truck		Fence		Food Trucks
	USAC Trailer		Road Closure		Cones

**medusa**  
LANDMARK-USA



McKay & S Monroe St, Waterloo, WI 53594

- |  |              |  |              |  |             |
|--|--------------|--|--------------|--|-------------|
|  | Tent         |  | Toilets      |  | Results     |
|  | USAC Truck   |  | Fence        |  | Food Trucks |
|  | USAC Trailer |  | Road Closure |  | Cones       |



medalistsSPORTS  
Last Updated - 08/15/2024

**§ 126-2. Keeping of poultry and livestock.**

No person shall keep or maintain any poultry or fowl or any livestock, such as horses, cattle, sheep or goats, in any zoning district except agricultural districts, except that ponies and horses may be permitted in any residential district as a conditional use, provided that the residential parcel contains at least two acres of land which is designated "floodplain" per animal available for pasture, maintenance or running of said animal, and further provided that any such animals are contained within a fence, no part of which is closer than 200 feet to any residence other than the residence of the owner of the animals.





## City of Waterloo Pilot Program for the keeping of Chickens within City Limits.

It is understood that raising chickens in the City limits of Waterloo is a Pilot Program which may be terminated at the end of any given year.

The cost of the permit will be \$50.00 a year. The City will be limiting the number of **pilot homes to (4) with** one permit per household. Limit of **(4)** chickens per permit. Abutting neighbor's approval is required for anyone requesting a permit, **along with an application and site plan.**

**Everyone that chooses to participate in this Pilot Program must adhere to the following guidelines:**

- ❖ Coops must be set back at least 10 feet from the lot line and in the rear of the dwelling.
- ❖ Coops and runs must be set back at least 25 feet from neighbors' buildings.
- ❖ Coops will be required to be held down by a 24-inch screw in earth anchors.
- ❖ Runs including the Chicken coop will not exceed 6 feet by 16 feet.
- ❖ There will be height minimum of 5 feet for all fencing.
- ❖ Abandoned coops must be removed within 30 days.
- ❖ Electric run to the coop must meet state codes, may not use an extension cord.
- ❖ ~~No butchering within City limits.~~
- ❖ No resident of multi-family dwellings will be eligible.
- ❖ Any resident living in a rental property must have written consent from the landlord.
- ❖ No roosters.
- ❖ Only chicken feed will be allowed. ??
- ❖ ~~Chicken feed must be kept in airtight containers.~~
- ❖ Failure to abide by the established requirements may lead to a fine and forfeiture of permit.

### **Breeds not allowed:**

- ❖ Guinea hens
- ❖ Game varieties (cock fighting)
- ❖ Leghorns
- ❖ Hamburgs
- ❖ Red jumbo Fowl
- ❖ Bantams

## Suggested requirements for keeping Chickens

~~Permitted within any residential lot where the principal structure is a single family residence. If the residence is not owner occupied, the tenant shall supply the owners written consent to keeping chickens~~

Sale of chicken, chicken meat, eggs or other chicken by-products is prohibited

Slaughtering or butchering of chickens in residential area is prohibited

Chickens shall be kept in a fenced in covered chicken coop or covered run, ~~located in the back yard of the primary residence,~~ at all times.

~~The chicken coop and run shall have a minimum setback of 20 feet from all property lines and at least 10 feet from the principal residence.~~

Chickens shall not be permitted in any other structure on the lot, including garages, basement, and attic.

Chicken coops and run shall be cleaned at least weekly and the waste must be bagged and disposed of in City refuse collection cans

Chicken feed not put out for active feeding shall be kept indoors or in waterproof containers and shall be inaccessible to or otherwise secure from rodents, racoons and other animals

No owner or occupant shall keep chickens without prior issuance of a chicken permit.

Prior to issuance of a license, the applicant shall provide proof of owners consent (if applicable), proof of livestock registration with the Wisconsin Department of Agriculture, Trade and consumer protection, A site plan of the property drawn to scale showing the location of the primary structure and proposed location of chicken coop and enclosure, and a detailed plan showing the size and height of the coop and run, and pay a permit fee (see the fee schedule)

~~Building and electrical permits as required.~~ *may not use an Extension Cord*  
~~No ELECTRICAL EXTENSION CORDS~~

~~In addition to any fines or penalties, the city may revoke the license if two or more substantiated violations of city Ordinances are received within a twelve month period.~~

Officers are permitted to euthanize any chicken found running at large

**Failure to Obtain a Permit. If a resident keeps chickens without a permit or fails to obtain an annual permit by March 31<sup>st</sup>, the City shall take the following actions:**

- ❖ First Offense: The City Police Chief or his or her designee shall send a written warning to the resident requiring that the resident provide proof that he or she is not or is no longer keeping chickens or requiring that the resident apply for a permit within 30 days.
- ❖ Second Offense: Municipal citations may be written by the Police Department of up to \$100.00 plus the costs of prosecution for each day without a permit.
- ❖ Third and subsequent offenses: Municipal citations may be written by the Code Enforcement Officer or the Police Department of up to \$250.00 plus the costs of prosecution for each day without a permit.

**\*Failure to Renew Permit by March 31st of each year will result in the forfeiture of the permit.**

**\***



### Chicken Permit

Permit issued to: \_\_\_\_\_

Permitted address: \_\_\_\_\_

Permit expires on March 31, \_\_\_\_\_

This permit allows the permit holder to house up to **four** chickens at their primary residence.

It is understood that raising chickens in the City limits of Waterloo is a Pilot Program which may be terminated at the end of any given year.

This permit is non-transferable. It is the responsibility of the permit holder to renew their permit each year by March 31<sup>st</sup>. Failure to renew by March 31<sup>st</sup> of each year will result in the forfeiture of the permit.

Permit issued this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Jeanne Ritter  
Clerk/Deputy Treasurer

Receipt # \_\_\_\_\_

Signature of Treasurer/Designee: \_\_\_\_\_

I, \_\_\_\_\_, certify that I personally notified all abutting property owner's listed below of my intent to keep and maintain \_\_\_\_\_ (number) chickens at my property located at \_\_\_\_\_ in the City of Waterloo. I know the signers are approving abutting property owners and that 100% of the abutting property owners must have valid signatures. I know their respective residences given. I am aware that falsifying this document will result in revocation of my permit.

Property Owner	Property Address	Approval Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date