

**AMHERST INSPECTION SERVICES**  
4 BOLTWOOD AVENUE • AMHERST • MA • 01002  
Office (413) 259-3030 Fax (413) 259-2402  
[www.amherstma.gov](http://www.amherstma.gov)

**Urban Livestock/ Poultry Registration**  
**Amherst By-Laws, Section 8**

Prior to acquiring livestock or poultry, the property owner shall register with the Amherst Health Department an application describing fully and accurately ty involved. (See full By-Laws posted on Town of Amherst Website)

**Fee- One time Registration fee \$10.00.**

**Applicant Name (Please Print)** \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Emergency Contact Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
(We must be able to contact the livestock owner or his/her representative in case of emergency)

**Property Address:** \_\_\_\_\_

If your property is zoned \_\_\_(R-O) or \_\_\_(R-LD)

To register Livestock and/or Poultry  
--**COMPLETE SECTION ONE**

If your property is zoned \_\_\_(R-G) or \_\_\_(R-VC) or \_\_\_(R-LD)

To register no more than a total of **twelve (12) adult animals**, in any combination of  
Only these types: **hens, ducks, pigeons, doves and/or domesticated rabbits/hares**  
--- **COMPLETE SECTION ONE**

To register animals *other than* the above listed fowl and/or rabbits/hares  
Or to register *more than* (12) adult animals  
--- **COMPLETE SECTION TWO**

**SECTION ONE:**

**Obtain a Certified Abutter's List from Assessor**

Assessor's Office  
Town Hall, First Floor  
4 Boltwood Avenue  
(413) 259-3024

**Submit documents and fee to Health Inspector:**

- Management Plan
- Abutter Notification Letter and Sketch
- Certified Abutters' List
- Fee- \$ 10.00

**SECTION TWO:**

**Contact the Permit Administrator**

Permit Administrator  
Amherst Inspection Services  
Town Hall, Second Floor  
4 Boltwood Avenue  
(413) 259-3194

**Follow instruction from the  
Permit Administrator  
to obtain a Special Permit**

**Livestock and Poultry Management Plan**  
Please refer to the Amherst By-Laws, Section 8 in completing your plan.

**1. ENCLOSURE, SHELTER AND OPEN YARD**

a. **Enclosures and Shelters:** sufficient to prevent access to the animals by dogs or other predators  
Check All That Apply:

- Chicken Coop
- Rabbit Hutch
- Shed
- Other shelter (describe) \_\_\_\_\_
- Fencing
- Other enclosure (describe) \_\_\_\_\_

b. **Open Yard:** the space inside the enclosure that is not occupied by shelters and other fixtures.  
The minimum requirement of open yard is 10 square feet for each adult animal.  
Enter the **number** of each type of **adult animal** (adults are reproductively mature animals):

Hens \_\_\_\_\_ Ducks \_\_\_\_\_ Pigeons \_\_\_\_\_ Doves \_\_\_\_\_ Rabbits \_\_\_\_\_ Other: (Describe \_\_\_\_\_) \_\_\_\_\_

**Multiple** the total number of **adult animals** times **10 square feet** to get the minimum required open yard.

**TOTAL ANIMALS:** \_\_\_\_\_ X (10 SQ. FT.) = \_\_\_\_\_ **MINIMUM SQ. FT. REQUIRED**

**Do you have the minimum requirement of open yard inside the enclosure?** Yes \_\_\_\_\_ No \_\_\_\_\_

**2. FEED:** Describe how feed will be stored:

- Inside an accessory building, in a secure, rodent and predator proof container with tight fitting lid that will not attract pests
- Inside my house in in a secure, rodent and predator proof container with tight fitting lid that will not attract pests
- Other, or additional comments  
(Describe) \_\_\_\_\_

**3. WASTE:** Describe location and disposal of waste in a manner that will not attract pests or promote disease:

- Waste will be stored in a covered container and removed from the property:

Name of licensed waste hauler: \_\_\_\_\_  
Frequently of removal: \_\_\_\_\_

- Waste will be composted on site:  
Location of composting bin: \_\_\_\_\_ Size of bin: \_\_\_\_\_

**Describe how compost will be maintained (aerated, etc.):** \_\_\_\_\_  
\_\_\_\_\_

**4. ODORS AND NOISE:**

**I will not allow the animals to be a nuisance to any neighbors including but not limited to:**

- **noxious odors** from domesticated fowl and rabbits, their waste, compost, or other related substances shall not be perceptible beyond my property boundaries
- **noise** from the animals, of a loud and persistent and habitual nature, shall not be perceptible beyond the property boundaries.

**DRAW BY HAND A SKETCH OF YOUR PROPERTY.**

**Include:** open yard, all enclosures, shelters, exterior locations of animal waste storage, composting, and feed.

**Note:** Enclosures/shelters must be at least 10' from property lines and 20' from residential structures on adjacent properties.

**STATEMENT OF UNDERSTANDING AND AGREEMENT**

I have been provided a copy of the Amherst By-Laws, Section 8. I agree to keep and raise livestock and poultry in a safe and humane manner, consistent with best agricultural practices and as required under all applicable state and local regulations. I agree to permit annual inspections and such other inspections of the premises as may be required by the Animal Welfare Officer under the provisions of MGL Ch.129, Section 7. I understand that violations of the By-laws may be reported to the Amherst Health Director.

**Applicant's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Date: \_\_\_\_\_ (Date Stamp provided by Inspection Services)

Name of Abutter  
Address of Abutter  
Amherst, MA

**RE: Notification of Intention to Keep Livestock/Poultry**

Dear Property Owner:

As an abutter to the property that you own, I, \_\_\_\_\_  
am sending you notification that I have registered with Amherst Inspection Services an application  
to keep livestock and/or poultry.

I have enclosed a copy of my management plan which includes:

- the type and number of animals I will keep and raise,
- a sketch of animal enclosures and shelters;
- description of removing or composting animal waste.

As an abutter, you have the right to file with the Health Director written comments in support of or objecting to  
the application within 14 business days of the stamped date on this letter.

Comment letters should be mailed directly to:

Amherst Inspection Services  
4 Boltwood Avenue  
Amherst, MA 01002.

Thank you,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

### 8. Urban Livestock or Poultry Regulations

The raising or keeping of livestock or poultry for private purposes as an incidental use by the owner(s) of any single-family residential property or on any parcel under one ownership with no more than three dwellings thereon, shall be permitted and regulated under the provisions of this bylaw and other applicable local and state regulations. The provisions of this bylaw shall not apply to farm properties or agricultural operations recognized under MGL Ch. 40A, Section 3.

- A. Regulations - All livestock or poultry governed by this by-law shall be raised and kept in a safe and humane manner, consistent with best agricultural practices and as required under all applicable state and local regulations. Best practice regulations for the raising and keeping of livestock or poultry in Amherst under this bylaw may be promulgated by the Health Director, following consultation with the Animal Welfare Officer and the Agricultural Commission. Said regulations shall be published and otherwise made available to members of the public and prospective registrants.

Best practice regulations shall include, but are not limited to, the following minimum standards:

- 1) Enclosure & Shelter. Domesticated fowl or rabbits shall be confined with fencing or other enclosure sufficient to prevent access to the animals by dogs or other predators, which enclosure shall contain a minimum of ten (10) square feet of open area per adult animal. Within or attached to any such enclosure shall be provided a covered, predator-proof shelter or roosting structure (e.g. coop, dovecote, hutch, or shed, as appropriate) that is thoroughly ventilated, of sufficient size to admit free movement of the animals, designed to be easily accessed, cleaned and maintained by the owners, and at least 2 square feet per animal in size. As appropriate to the species, animals may be required to be shut into the shelter coop at night, from sunset to sunrise.
- 2) Feed Storage. Feed shall be stored in a secure, rodent- and predator-proof container in a manner that will not attract pests.
- 3) Waste. Accumulated waste shall be stored in a covered container and removed from the property at suitable intervals, or composted on site in a manner that will not attract pests or promote disease. No animal manure may be put into household trash. Applicants must have a compost bin set up at the time of any inspection.
- 4) Odors & Noise. Odors from domesticated fowl and rabbits, their waste, compost, or other related substances shall not be perceptible at the property boundaries. It shall be a violation of these regulations for the owner, custodian, or keeper of any animal governed under these regulations to allow the animal(s) to be a nuisance to any neighbors, including but not limited to: noxious odors from the animals or their enclosure; and noise of a loud and persistent and habitual nature. Complaint shall be to the Health Director.

The Animal Welfare Officer may interpret these standards and apply stricter standards, as authorized under state law.

- B. Registration & Inspections - Prior to acquiring livestock or poultry, the property owner shall register with the Amherst Health Department an application describing fully and accurately their proposal to raise and keep livestock or poultry, and registering the property involved. The Health Director may require that such applications be made on forms provided by the Amherst Health Department. All registration applications shall be reviewed and approved, denied, or approved with conditions by the Health Director after consultation with the Animal Welfare Officer. Any approved registrant shall thereafter abide by the provisions of the best practice regulations established hereunder and any specific conditions imposed under the approval, and shall permit annual inspections and such other inspections of the premises as may be required by the Animal Welfare Officer under the provisions of MGL Ch. 129, Section 7.

- C. Fees - Under the provisions of MGL. Ch. 40, Section 22F, the Health Director is authorized to set reasonable fees for registration and such inspections as may be required. There shall be no reimbursement or pro-rating of application or inspection fees.
- D. Notice - Except as provided for under Section F., as part of every application made under these regulations, an applicant shall provide a copy of a certified abutter's list obtained from the Assessor and written notice of their intent to raise or keep livestock or poultry, to be sent by the Health Department by standard mail to parties in interest as required under MGL Ch. 40A, Section 11. The notice shall fully and accurately describe the location and the proposed number and type of animals, as well as all associated structures and facilities. The notice shall also indicate that abutters have the right to file with the Health Director written comments in support of or objecting to the application, and shall indicate the deadline for submission of comments.
- E. Administrative Hearing - Where no special permit will be required under Amherst's zoning for the keeping or raising of animals for which application is also being made under these regulations, the Health Director shall not act on said application until more than fourteen (14) working days have passed since the mailing of notice to abutters. If at the end of that period the Health Director has received written comments whereby the owners of a majority of the abutting properties have expressed objection to the application, the Director shall schedule and hold, within thirty (30) days of the deadline for receiving abutter comment, an administrative hearing for the purpose of taking public testimony regarding the proposal. The Director shall give written notice of the time and place of the hearing, not less than seven (7) days prior to the hearing, to the applicant by certified mail, to abutters and parties in interest by mail, by posting with the Town Clerk, and by publication once in a newspaper of local circulation. Failure to hold an administrative hearing within the specified time period shall be considered to constitute a constructive grant of approval of the application.
- F. Exception - No certified abutters list, nor any notice to abutters, nor an administrative hearing shall be required in those instances where a special permit will also be required under Amherst's Zoning Bylaw for the keeping or raising of animals subject to an application under this bylaw.
- G. Decision - Following the close of an administrative hearing, the Health Director shall within five (5) working days render a decision in writing based upon compliance of the proposal with best practices and such other factors of public health and welfare as the Director may deem appropriate. In approving an application, the Health Director may, following consultation with the Animal Welfare Officer, impose any reasonable conditions, safeguards and limitations including conditions above and beyond those specified in the best practices regulations developed under this section, all as in compliance with existing zoning and other regulations.
- H. Violations - Violation of this section may be subject to a penalty of \$25.00 for each offense, with each day the violation continues constituting a separate offense.
- I. Enforcement - Enforcing persons shall be the Animal Welfare Officer, the Health Director, or the Health Inspector/Sanitarian.