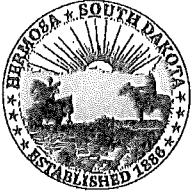


**HERMOSA TOWN BOARD  
WORK SESSION  
Tuesday, August 3, 2023 – 6:00 pm**



- 1) **ROLL CALL:**
  - A) BOT Roll Call: Styles, Henrichsen, Holsworth, Kramer & Ferguson
  - B) P&Z Roll Call: Harris, Waltman, Irvine, Westergard & Klaski
  - C) Acknowledgement of other attendees
  
- 2) **CALL FOR CHANGES:**
  - A) Review current agenda items
  - B) Motion to accept the agenda as presented/amended
  
- 4) **WORK SESSION ITEMS**
  - A) Backyard Hen Permit Application
  
- 5) **ITEMS FROM CITIZENS:** No action will be taken (3-minute time limit per speaker)  
Meetings of the Board of Trustees are open to the public. The audience may be allowed to comment on specific agenda items during the time allotted on the agenda for those items, according to established procedures of the Board. This is a time for members of the public to express concerns or discuss issues having relevance to the town. Anyone wishing to address the Town Board during this time shall be asked to identify themselves. The number of presentations and time allotted to individuals may be limited by the board president and individuals shall refrain from discussing personalities. The president at his discretion, may recognize patrons at other times during the board meeting. No action will be taken by the board on any issue related without being first placed on a future agenda, by the board, to allow for proper notice.
  
- 6) **TRUSTEE INPUT:**
  
- 8) **ADJOURN:**  
Motion by \_\_\_\_\_; second by \_\_\_\_\_ to adjourn the meeting at \_\_\_\_\_ pm.

Draft



### BACKYARD HEN PERMIT APPLICATION

Town of Hermosa  
230 Main Street,  
PO Box 298  
Hermosa SD 57744

FOR INTERNAL OFFICE USE ONLY  
PERMIT # \_\_\_\_\_

Fee: \_\_\_\_\_ Payment: Cash \_\_\_\_\_ Check \_\_\_\_\_

Town of Hermosa residents interested in keeping chickens must complete the following application. The application fee of \$ \_\_\_\_\_, must be submitted with the application. A survey with a drawing or diagram depicting the placement of the chicken coop and enclosure must accompany the application. Permits must be renewed annually in the month of March. Permits expire and become invalid on April 1<sup>st</sup> of each year.

#### APPLICANT INFORMATION

NAME \_\_\_\_\_ EMAIL \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
PHONE # \_\_\_\_\_ CELL # \_\_\_\_\_  OWNER  LEGAL AUTHORIZED AGENT

#### PROPERTY INFORMATION

ADDRESS OF PROPERTY WHERE HENS WILL BE KEPT: \_\_\_\_\_  
NUMBER OF HENS TO BE KEPT ON PROPERTY: \_\_\_\_\_

This application for:

- Initial Permit
- Permit Renewal
- Permit modification

### BACKYARD HEN PERMIT APPLICATION PACKAGE CHECKLIST

\*Additional information may be required, depending upon circumstances unique to individual applications

Applicants must submit this checklist fully completed with their application. Failure to comply with ALL of the items listed is sufficient reason to deny an application. Failure to maintain a valid permit will result in a violation. Each line must be initialed before submitting a completed application.

- Properties with land size of 0.25 acres (10890 sq ft) can hold up to 8 chickens. For properties sized 1 ac or more up to 15 chickens. Properties under 0.25 acres (10890 sq ft), livestock is prohibited. Only property owners are allowed to apply for livestock permit.
- Chickens will be kept for egg production purposes ONLY
- Tract of land permitted contains only a single family dwelling.

- O Applicants shall not keep roosters on permitted property
- O Applicants shall not slaughter any chickens on permitted property.
- O Chickens provided a covered or fenced enclosure. Chickens are not allowed to free range or otherwise be outside of the coop and enclosure areas.
- O Chickens permitted solely in an applicant's back yard.
- O Applicant provides an enclosure for keeping of chickens which shall be so constructed and repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of, the enclosure. Chickens shall be housed in a secure and well-ventilated roofed structure or any attached fenced yard enclosure at all times. The fence around the yard enclosure shall be securely constructed and shall have protective netting to keep the chickens separated from other animals. Allowed to roam in the fenced in yard without the overhead netting if wings have been clipped to prevent flight and escaping the yard/enclosure
- O Applicants protect feed and other items associated with the keeping of chickens that might attract or become infested with or infected by rats, mice, or other rodents from gaining access to or coming into contact with them. All food for immediate consumption shall be placed in a suitable feeding trough or similar container and all other food shall be stored in rat-proof containers at all times. No poultry feed shall be scattered around any premises.
- O Notification of Neighbors. In addition to the application requirements, the applicant shall give notice by ordinary mail to all property owners within one hundred (100) feet from the lot that is the subject of the permit application. The notice shall include at a minimum:
  - (1) the name and contact information of the applicant;
  - (2) the address of the lot that is the subject of the permit application;
  - (3) a description of the animals that are the subject of the permit application;
  - (4) a statement that the applicant wishes to own or possess those animals at lot that is the subject of the permit application; and
  - (5) the date and time of the meeting at which the City Council will be making its decision regarding whether to issue the permit. Notices shall be postmarked not less than ten (10) days prior to the date of the meeting at which the City Council will be making its decision.
- O Droppings and body excretions must be collected on a weekly basis or more often if necessary and must be properly disposed of, or composted, to maintain the floors and walls of the structure in a sanitary and healthy condition. All chickens must be cared for, and enclosure must be kept neat and orderly.

**Hen license holder acknowledgment statements (For new permit and Annual renewal)**

Read and initial each statement below to acknowledge understanding.

\_\_\_\_\_ *I am aware I have to follow ordinance 90.07(B)(2)*

\_\_\_\_\_ I am aware that I must receive approval of the Town board of Trustees prior to obtaining hens and housing on the previously provided site address.

\_\_\_\_\_ I will follow all Village ordinance and state laws relating to the care and keeping of animals.

\_\_\_\_\_ I hereby grant the right to the Town of Hermosa staff to enter onto my property to inspect the required coop and pen and/or to properly investigate any complaint received by the Village regarding the keeping of chickens.

\_\_\_\_\_ I am aware that I am responsible for keeping hens within the confines of the required area on my property at all times.

\_\_\_\_\_ I understand that the permit is non-transferrable should my property be sold or occupied by a person different than on this application

\_\_\_\_\_ Understand that the town board of Trustees may suspend or revoke any license issued pursuant to this chapter for:

Failure of the licensee to comply with any provision of this code, any other; the laws of the state, federal laws or other applicable legal requirements; or

Finding that the licensee knowingly furnished false or misleading information or withheld relevant information in any application for a license for the keeping of chickens or for a building permit for any structure for the keeping of chickens.

\_\_\_\_\_ I acknowledge that I live in a single-family detached dwelling as per zoning code.

\_\_\_\_\_ I understand the license is valid for a period of one year from the date of issuance and that renewal of the license annually is required. Failure to renew the license prior to the expiration date will result in the license being terminated, at which time a new application for License and Permit would be required

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Name (Print)