



Planning Department
 420 Villa Drive, Box Elder, SD 57719
 Phone: 605-923-1404 Fax: 605-923-4264
 This institution is an equal opportunity provider

Hay Lot Application

An annual non-refundable application fee of \$25.00

Information

Property Owner: _____
 Name: _____
 Address: _____
 City, State, Zip: _____

E-Mail: _____

Phone: _____

Mailing Address if different from Physical Address:

Representative
 Name: _____
 Address: _____
 City, State, Zip: _____

E-Mail: _____

Phone: _____

Mailing Address if different from Physical Address:

Address/Legal Description of Lot:

Number of Acres to be Harvested: _____

___ New Hay Lot Permit

___ Renewal of Hay Lot Permit

- Hay lot shall be at least two (2) continuous acres
- Shall be registered prior to the season with the City of Box Elder's Planning Department
- Fee and Application submitted by 15 April
- Lot shall be harvested at least once per season and shall be cut down to eight inches (8") or less by end of season (no later than Oct 1st)
- City will issue a sign for each Hay lot and signs will have to be post on each lot by May 1st, weather permitting
- The owner of the hay lot, or their representative shall be responsible for displaying the sign on a t-post or other type of post. The sign shall be mounted at least four feet (4') not to exceed six feet (6') in a location clearly visible from the public right of way.
- If a sign is lost or damaged during the season, the replacement cost shall be covered by the owner of the lot.

Property Owner Signature: _____

Representative Signature: _____

Date: _____

Date: _____

For City Use Only

Date Received:	Received By:
Approval Date:	Approved By:
Start Date:	Date Completed:
Inspection Date:	Inspected By: