



BUILDING PERMIT APPLICATION
PERMIT NUMBER _____

THE APPLICATION WILL BE RETURNED IF NOT COMPLETED IN FULL

APPLICANT/OWNER: (PRINT) _____ PHONE: _____

ADDRESS: _____

EMAIL: _____

LEGAL DESCRIPTION (found on tax documents): SUBDIVISION _____ BLOCK _____ LOT _____

★ LANDOWNERS ARE RESPONSIBLE FOR LOCATING LOT LINES AND/OR SURVEYING THEIR YARDS ★

EXISTING ZONING: _____ LOT DIMENSIONS: WIDTH _____ DEPTH _____

TYPE OF APPLICATION: (check all that apply) ___ NEW STRUCTURE ___ ALTERATION/ADDITION ___ ACCESSORY STRUCTURE

___ MOVE IN/OUT ___ DEMOLITION ___ TEMPORARY SIGN ___ PERMANENT SIGN

PLEASE DESCRIBE THE PROPOSED WORK: (be specific as to size of building, lots, materials, etc.) MUST INCLUDE SKETCH

Foundation: ___ Concrete Slab ___ Block ___ Poured ___ Wood ___ Other
Basement: ___ Partial ___ Full ___ Slab
Exterior Walls: ___ Siding of Sheathing ___ Single Siding ___ Double Wall ___ Pole Bldg ___ Column Bldg
___ Aluminum Siding ___ Steel Siding ___ Stucco
Roof Type/Pitch: ___ Hip ___ Gable ___ Mansard ___ Flat ___ Shed Roof Pitch _____
Roofing Material: ___ Asphalt Shingles ___ Wood Shingles ___ Pitch & Gravel ___ Slate
___ Steel - If Steel Roofing is being used, please specify the following: TYPE (R-PANEL, D-RIB, A-PANEL, ETC.) _____
COLOR _____ BRAND _____ PLACE OF PURCHASE _____

ESTIMATED PROJECT CONSTRUCTION COST: (including labor) \$ _____ Square Footage _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provision of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulations construction or the performance of construction.

SD One Call - The applicant shall contact South Dakota One Call System for the location of buried utilities, a minimum of 48 hours prior to the start of construction. No structure shall be located over any utility lines or equipment without prior approval from the appropriate utility company. (SD One Call 1-800-781-7474)

SIGNATURE OF CONTRACTOR* _____ DATE _____
*Use a separate sheet, if necessary, to list all contractors.

SIGNATURE OF OWNER _____ DATE _____
Address(if different than above) _____

OFFICE USE ONLY

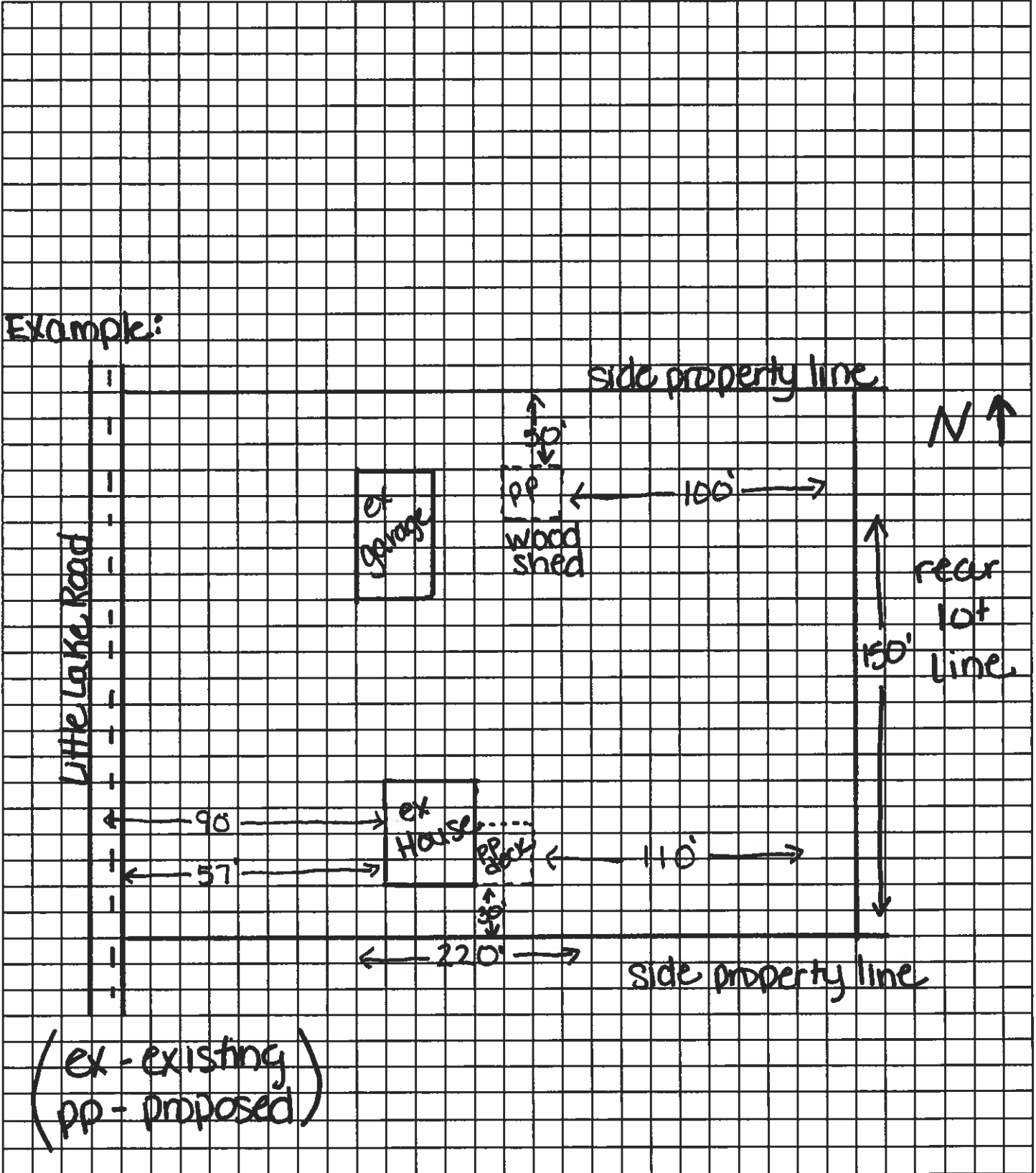
Water Supt _____
Wastewater Supt _____
Ward Councilperson _____
Administrative Official _____

Water Meter \$ _____
Sewer Inspection \$ _____
Permit Fee \$ _____
TOTAL DUE \$ _____

Permit Issued: _____
Permit Expires: _____

NOTE: A SKETCH OF PROPOSED PROPERTY SHALL ACCOMPANY THE APPLICATION, SHOWING THE FOLLOWING

1. NORTH DIRECTION
2. DIMENSIONS OF PROPSD STRUCTURE
3. ADJACENT STREET NAMES
4. LOCATION OF PROPOSED STRUCTURE ON LOT
5. DIMENSIONS OF FRONT AND SIDE SETBACKS
6. LOCATION OF ADJACENT EXISTING BUILDINGS
7. OTHER INFORMATION AS MAY BE REQUESTED



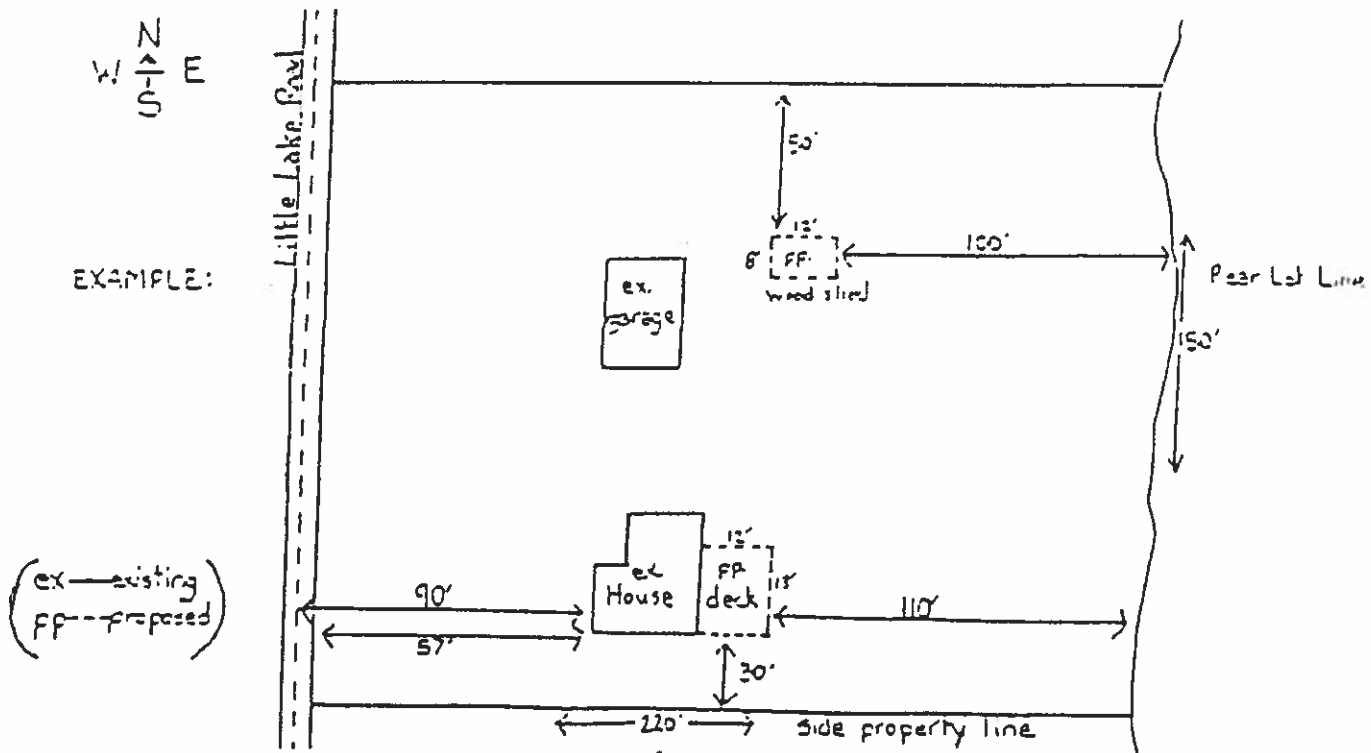
SKETCH INSTRUCTION SHEET

The intent of this sketch is to graphically illustrate the information included in this application. Please use an 8 1/2 x 11-inch sheet of paper. The use of graph paper is preferred.

All information requested must be included on your sketch. Label all distances and dimensions as measured in feet. Please refer to the example sketch at the bottom of this instruction sheet for details.

- Show the size and shape of your property. Label all of your property lines with the correct distances.
- If your proposed use will include a structure not now on your property, show the location of the proposed structure or addition in relation to your property lines. Show additions to existing structures by means of a dotted line. Show distances from your property line to nearest portion of the structure or addition.
- Show the distance from the front of your structure to both the road centerline and the road right-of-way line. "Front" means the portion of the structure facing the road.
- Show the dimensions of your proposed structure or addition.
- Show roads abutting your property. Label each road by name and /or number (example – Main Street!).
- Show the approximate location of all other structures on your property and label each as to its use (House, garage, etc.)

If your proposed use will include improvements of or alterations to your property besides structures or other than structures, please reflect these improvements on your sketch. Examples of such non-structural improvements or alterations might be: Location of a parking lot for a commercial enterprise, areas of property intended to be filled or drained, location of screening which may be required by provisions of the Zoning Ordinance, etc...



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