

CONSTRUCTION PERMIT PROCEDURE

PENNINGTON COUNTY, SOUTH DAKOTA

The Application Fee for a Construction Permit is \$250.00

A. CONSTRUCTION PERMIT REQUIRED

A Construction Permit shall be required for any excavation, clearing, or land disturbances greater than or equal to 10,000 square feet.

B. EXEMPT ACTIVITIES FOR CONSTRUCTION PERMITS

A Construction Permit is not required for the following:

- Work in lands zoned General Agriculture District for construction that is agriculturally related.
- Clearing for a Fire Mitigation Plan.
- Construction Activity covering an area of less than 10,000 square feet.

Exempt activities from Construction Permits may still require other federal, state or county permits.

C. SUBMITTAL REQUIREMENTS:

Submit one (1) set of drawings (minimum map size 8½"x11") for review with the following information required to be shown on the plans:

- | | |
|---|--|
| <input type="checkbox"/> All property lines. | <input type="checkbox"/> Identify the area(s) to be disturbed. |
| <input type="checkbox"/> Complete legal description. | <input type="checkbox"/> Floodplain designation (include dimensions). |
| <input type="checkbox"/> Address of property. | <input type="checkbox"/> Location of storm water inlets (if located with designated MS4 area). |
| <input type="checkbox"/> Identify all existing structures on property. | <input type="checkbox"/> Concrete washout area (if required). |
| <input type="checkbox"/> Designated entry point. | <input type="checkbox"/> Existing and proposed slopes. |
| <input type="checkbox"/> Building setback dimensions from property lines for existing structures. | <input type="checkbox"/> Measures to protect nearest downstream storm water inlets (if located with designated MS4 area). |
| <input type="checkbox"/> Location of utilities on property. | <input type="checkbox"/> Measures to protect downstream water bodies. Include ephemeral, intermittent & seasonal water bodies. |
| <input type="checkbox"/> Scale of drawing. | <input type="checkbox"/> Measures to protect drainage areas. |
| <input type="checkbox"/> Name, address, and telephone number of the applicant and person who prepared the Site Plan or Storm Water Pollution Prevention Plan (SWPPP). | |
| <input type="checkbox"/> Mud Tracking measures. | |

D. STABILIZATION PRACTICES

A written description and schedule of interim and permanent stabilization practices, a record of dates when major grading activities occur, when construction activities temporarily or permanently cease on a portion of the site, and when stabilization measures are initiated.

**CONSTRUCTION PERMIT SITE PLAN/SWPPP CHECKLIST
PENNINGTON COUNTY, SOUTH DAKOTA**

Description	✓	Location in Site Plan/SWPPP & Notes
Project and Activity Description		
Identification of all potential sources of pollution that might affect the quality of storm water discharges from the site.		
Identification of responsible person(s) on site.		
Description of the nature/function of the construction project.		
Description of the intended sequence of major construction activities.		
Indication of the total site area that is expected to be disturbed. (on and off site locations)		
Location of the site and identification of any waters of the state within one mile of the site.		
Location information on any storm water discharges associated with industrial activity other than at the site (e.g., dedicated asphalt or concrete plants)		
Site Map		
Received a legible site map of the entire site, which includes property lines, floodplain boundaries, stormwater inlets, structures, utilities and the following:		
Direction of stormwater flow/drainage patterns and slopes after major grading activities are shown on the map.		
Areas to be disturbed and areas of stockpiling are shown on the map.		
Locations of off-site material, waste or equipment storage areas used for the project shown.		
Locations of major structural and non-structural erosion and sedimentation controls shown.		
Names and location of all water of the state (including wetlands, are shown on the map.		
Identification of areas where final stabilization has occurred and no further construction will be done.		
Controls		
Description of all control measures, the timing during construction when installation will occur and the person responsible for implementing the controls.		
Description of all interim and permanent stabilization practices, including the installation schedule.		
Indication of how records will be kept for when major grading activity occurs, when construction begins and ends, and when stabilization measures are initiated.		
Description of any structural practices used to divert flows from exposed soils, retain/detain flows, or otherwise limit runoff/pollutants from exposed areas.		
Description of any post-construction stormwater management controls to be installed at the site.		
Description of all measures/waste disposal practices to prevent discharge of solid material, including building materials to waters of the state.		

Describes measures to minimize off-site tracking of sediments to paved surfaces and generation of dust.		
Describe any waste or construction materials to be stored onsite, and list all measures to limit exposure, including storage, spill prevention and response practices.		
Describe controls to minimize pollutants from sources other than construction (e.g. dedicated asphalt or concrete plants).		
Non-Stormwater Discharge Management		
Identification and listing of pollution prevention measures for any allowable non-storm water discharges.		
Documentation of Permit Eligibility Related to Endangered Species		
Documentation regarding endangered species in the project area and potential effects of the project's stormwater on endangered species and critical habitat.		
Documentation of Permit Eligibility Related to Total Maximum Daily Loads (TMDLs)		
Documentation in relation to discharge to waterbodies with an approved TMDL.		
Inspections		
Description of routine inspection schedules and procedures to ensure control measures are operating effectively.		
Indication of inspection frequency.		
Indication of qualified personnel performing inspections and description of the person's qualifications.		
Signature, Plan Review, and Availability of Plans		
Posting of a sign or notice near the entrance of the construction site. The sign must contain the NOI, name and phone number of contact person and location of the SWPPP or Site Plan.		
Responsible person's signature and certification of the SWPPP.		