



# DEVELOPMENT GUIDE

January 2023

**Pennington County Planning Department**

**130 Kansas City Street, Suite 200**

**Rapid City, SD 57701**

**(605) 394-2186**

**[www.pennco.org](http://www.pennco.org)**

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# INTRODUCTION

The purpose of this Development Guide is to provide general guidance through the land development process in Pennington County. This guide is not intended to provide every requirement or technical detail of each phase of land use and development. This guide is intended to help you understand the various requirements and acquire the appropriate permits to develop a property.

## *Overview*

Pennington County's standards, policies, and regulations associated with land use and development are created in order to ensure the health, safety, and welfare of the citizens, while protecting the property rights of the land owners. This guide is intended to assist you through the required processes in order to ensure you can complete your project successfully and in full compliance with County regulations and the Comprehensive Plan View to 2040.

The Development Process includes the following:

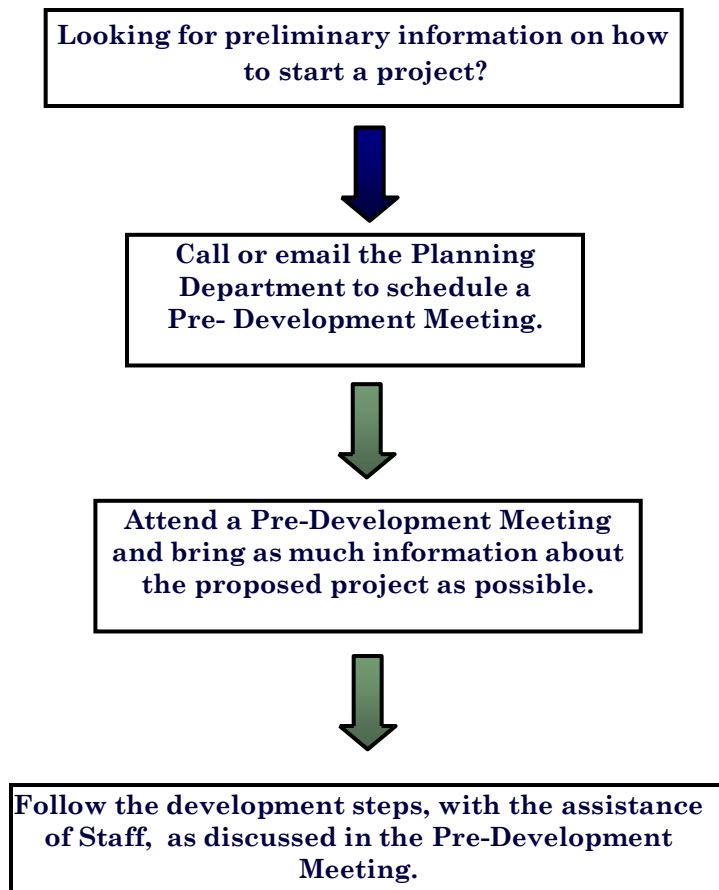
1. Proper zoning for the proposed use of the property. Rezoning may be required if the proposed development is not feasible under the current zoning.
2. Platting of the property, unless the property is already platted or is grandfathered.
3. Storm Water Permit.
4. Environmental Requirements.
5. Building Permit and Certificate of Compliance.

The number of steps in the process are dictated by the current status of the property as well as your development plans and existing circumstances. In order to determine what steps must be taken to complete your project you are required to schedule a Pre-Development Meeting with County Staff. The purpose of this meeting is to discuss your proposed project and receive guidance from County Staff regarding the submittal process and requirements. This guide will provide a basic overview of the timing of the different processes and hearings that must be completed prior to development.

# THE PRE-DEVELOPMENT PROCESS

## *Pre-Development Meeting*

Pennington County uses a Pre-Development Meeting as a means of providing a one-on-one dialogue with Planning Staff. Topics of discussion during this meeting include your general plans, needs, constraints, and goals for your development. The more intricate development projects are often affected by multiple County ordinances and requirements of various departments within the County. In this meeting, County Staff will provide you with the zoning and ordinance requirements that are applicable to your development. This meeting will provide County Staff with the opportunity to explain the required processes for your project, supply you with applications and checklists, and answer any questions you might have. This meeting is intended to provide the applicant with necessary information and options for an efficient and effective development experience.





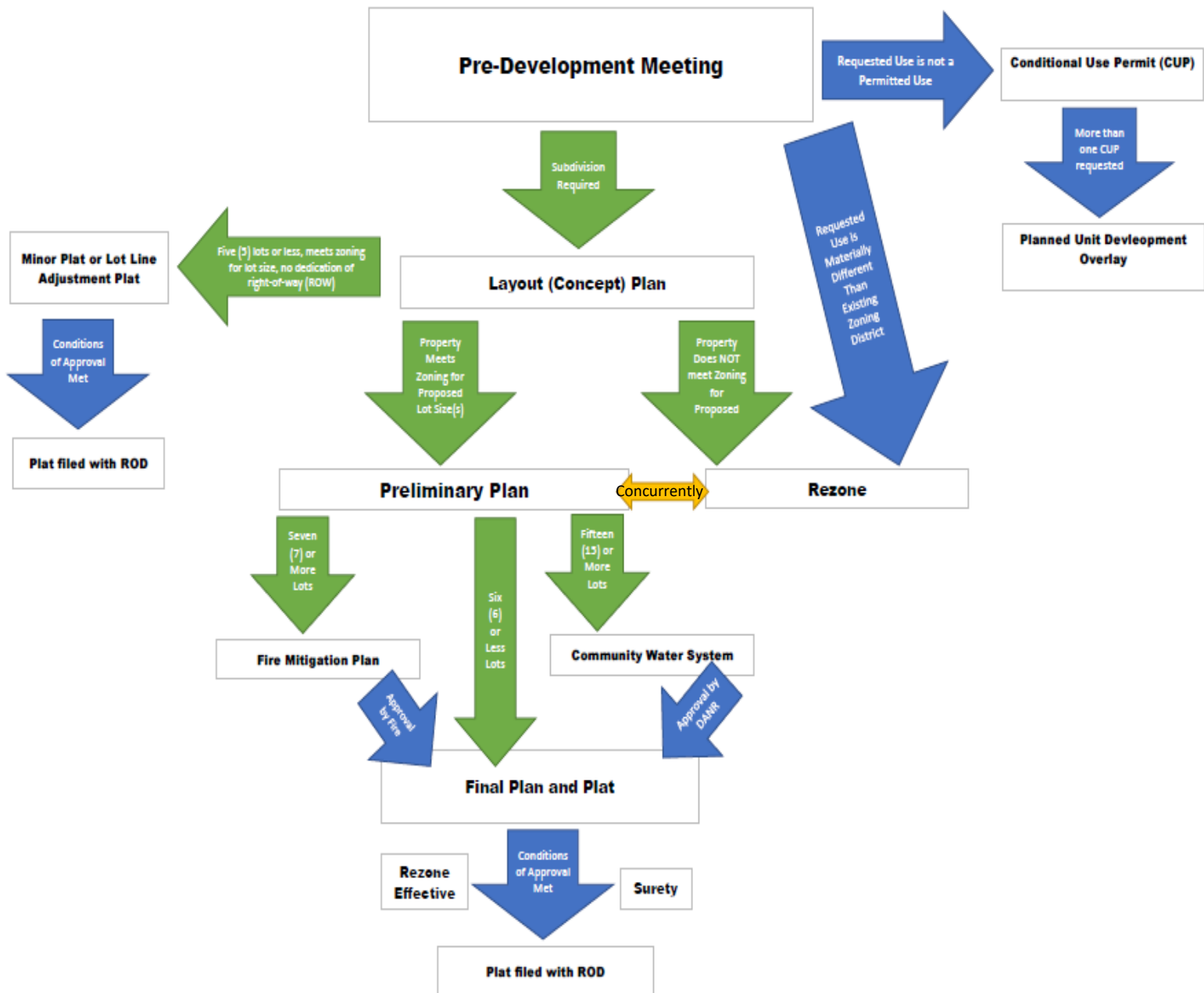
## *Frequently Asked Questions*

1.     How do I schedule a pre-development meeting?  
*Contact the Planning Department by calling (605) 394-2186 or emailing [planning@pennco.org](mailto:planning@pennco.org).*
2.     I want to skip the Pre-Development Meeting and move forward with the plan submittal process.  
*The Pre-Development Meeting is mandatory. Please be advised that the meeting will help you move through the process more efficiently.*
3.     What information should I bring to the Pre-Development Meeting?  
*Bring as much information as possible. The more information you can provide, such as surveys, site plans, plats, etc., the better Planning Staff will be able to assist you.*
4.     How long does it take to get through the development process?  
*The length of the development process depends on the number of required steps. Planning Staff may provide an estimate based on the options discussed.*
5.     What is the cost of the development process?  
*The cost of the development process is dictated by the size of the project and the number of steps required.*

# THE DEVELOPMENT PROCESS

## *Development Process Flow Chart*

### PENNINGTON COUNTY DEVELOPMENT PROCESS



## Approval Process Table

PROCESS	COUNTY STAFF	COMMISSION	BA	BOARD	PUBLIC HEARING (NUMBER OF HEARINGS)	PUBLIC NOTICES
<b>SUBDIVISION ORDINANCE</b>						
Preliminary Plat	RR	R	-	F	YES (2)	NO
Final Plat	F	-	-	-	NO	NO
Minor Plat	RR	F	-	-	YES (1)	NO
Lot Line Adjustment Plat	RR	F	-	-	YES (1)	NO
Concept (Layout) Plan	RR	-	-	-	NO	NO
Construction Plans	F	-	-	-	NO	NO
<b>ZONING ORDINANCE</b>						
Building Permit	F	-	-	-	NO	NO
Certificate of Compliance	F	-	-	-	NO	NO
Storm Water Permit	F	-	-	-	NO	NO
Comprehensive Plan	RR	R	-	F	YES (2)	YES
Conditional Use Permit	RR	F	-	-	YES (1)	YES
Subdivision Variance	RR	-	F	-	YES (1)	YES
Zoning Variance	RR	-	F	-	YES (1)	YES
Zoning Amendments	RR	R	-	F	YES (3)	YES

### KEY

Commission = Planning Commission

BA = Board of Adjustment

Board = Board of Commissioners

F = Final Approval

R = Recommendation

RR = Review/Report

## COUNTY GOVERNMENT / STAFF

### *County Staff & Departments*

County Staff is responsible for the review and processing of development applications. Staff facilitates the administration of the Zoning Ordinance, Flood Damage Prevention Ordinance, the Building Permit and Construction Ordinance, and the Subdivision Regulations Ordinance for Pennington County.

#### ***Staff's Responsibilities Include:***

##### ***Review / Report to Planning Commission***

- Preliminary Plan Applications
- Final Plan/Plat Applications
- Minor/Lot Line Adjustment Plat Applications
- Conditional Use Permit Applications
- Rezone Applications
- Comprehensive Plan Amendment Applications
- Ordinance Amendment Applications

##### ***Review / Report to County Commissioners***

- Preliminary Plan Applications
- Rezone Applications
- Comprehensive Plan Amendment Applications
- Ordinance Amendment Applications

##### ***Review / Report to Zoning Board of Adjustment***

- Variance Applications
- Appeal of Zoning Rule Decision by Administrative Officer

##### ***Final Action***

- Layout (Concept) Plan Applications
- Storm Water Permit Applications
- Certificate of Compliance
- Building Permit Applications
- Floodplain Development Permit Applications

## *County Staff & Departments*

### **PLANNING DEPARTMENT**

The Planning Department includes Planning, Building Inspection, Ordinance Enforcement, and Floodplain Management. The Department is responsible for the issuance and inspection of all building construction related permits, issuance of Certificates of Compliance, Floodplain Development Permits, ordinance violations, subdivision of property and development plans.

The Planning Department provides comprehensive land use services, both to the public and to the County, in support of the preservation, assistance and regulation of development in Pennington County. The department's goal is to guide orderly development of the County while ensuring the health, safety and general welfare of the public.

#### ***Common Services of Planning Department***

- Permits
- Addressing
- Contractor Registration
- Commercial Building Permit Application Submittals
- Residential Building Permit Application Submittals
- Sign Permits
- Permit Statistics
- Building Inspections
- Certificate of Compliance
- Onsite Wastewater Treatment Systems Licenses and Permits
- Ordinance Enforcement
- Floodplain Management
- Drainage
- Platting
- Site Development
- Subdivision Development
- Zoning Regulations
- Comprehensive Plan
- Storm Water Management
- Municipal Separate Storm Sewer (MS4) Program

## HIGHWAY DEPARTMENT

The Pennington County Highway Department is currently responsible for nearly 900 miles of road and 127 bridges. In addition to routine repair and maintenance, this responsibility includes snow removal operations and major reconstruction projects.

County Highway Department staff works in conjunction with outside agencies including the Rapid City Public Works, the South Dakota Department of Transportation, City of Box Elder Public Works and the Planning Department.

The department reviews construction plans for subdivision road improvements and drainage in accordance with County Ordinance 14 and any other local, state and federal law. Other responsibilities include the design, inspection and contract administration relating to new development projects, streets, traffic control and drainage facilities.

### ***Common Services of Highway Department***

- Drainage
- Storm Water Management
- Signage
- Placement of Driveways – Approach Permits
- Street Design
- Transit Oriented Development
- Street (Re)Construction and Maintenance
- Snow Removal

## FIRE ADMINISTRATION

The Pennington County Fire Administration is responsible for advising the Board on fire-related activities. Fire Administration does not provide direct fire suppression activities or duties. This is the responsibility of the volunteer and career fire departments that serve Pennington County.

Fire Administration Staff assist Planning Staff with commercial building permit review, fire suppression requirements and fire mitigation plans.

### ***Common Services of Fire Administration***

- Providing worker's compensation insurance to all volunteer firefighters in Pennington County, as directed by state law.
- Financial Assistance to Pennington County volunteer fire departments to purchase vital firefighting equipment and vehicles, training and other fire-related activities.
- County Fire Hub for fire-related items (may include, but not limited to, administration, training, financial, public and/or news media relations, operations -- both structural and wild land, and hazardous material.)
- Liaison between law enforcement agencies, state and national agencies, various other county officials and other fire departments.

## *Planning Commission*

The Planning Commission is made up of six (6) members appointed by the Board of Commissioners. Each member serves a 3-year term. A Board of Commission member sits on the Planning Commission as the seventh (7) member and the Board member rotates monthly.

Established by SDCL §11-2-3, the Planning Commission's function is to study proposed developments that may have an impact on the county's growth and environment. This Commission ensures that proposed developments will meet Pennington County's technical, environmental, and zoning standards. The Commission holds public hearings as required by state law to review subdivision and zoning applications to ensure they comply with the County's regulations for development.

### ***Meeting Dates & Location***

Second & Fourth Monday of each month at 9:00 a.m.  
Pennington County Administration Building  
130 Kansas City Street, Rapid City, SD 57701

### ***Recommendations to Board of Commissioners***

- Preliminary Plan Applications
- Zoning Amendment Applications
- Comprehensive Plan Amendment Applications
- Ordinance Amendments

### ***Final Action on Planning Items***

- Minor Plat and Lot Line Adjustment Plat Applications
- Conditional Use Permit Applications
- Zoning Amendment Applications



## *County Commissioners*

The Board of Commissioners contains five members elected by constituents within their districts to serve four-year, staggered terms. The Board is the main policy making body for county government, but the power over certain policy areas is restricted by law.

In general, the Board is responsible for the care and preservation or sale of all county property; the audit of accounts of all officers having the care, management, collection or disbursement of any money belonging to the county; levying taxes; construction and repair of bridges; to open, lay out, vacate and change highways; to purchase or acquire grounds for courthouse, jail or other building sites; to establish election precincts in the county and appoint judges of election; and as a board of equalization, to equalize the assessment roll of the county in the manner provided by law; to furnish necessary equipment and supplies for county offices; to superintend the fiscal concerns of the county and secure their management in the best possible manner; to regulate the transaction of business in alcoholic beverages; to make ordinances prohibiting the sale or exhibition of an obscene matter; and for zoning, solid waste and water management along with a host of other issues that arise affecting the county.

### ***Meeting Dates & Location***

First & Third Tuesday of each month at 9:00 a.m.  
Pennington County Administration Building  
130 Kansas City Street, Rapid City, SD 57701

### ***Final Action for Planning Items***

- Preliminary Plan Applications
- Zoning Amendment Applications
- Ordinance Amendments
- Comprehensive Plan Amendment Applications

## *Board of Adjustment*

The Board of Adjustment is made up of the five (5) member Board of Commissioners sitting as the Board of Adjustment.

Established by SDCL §11-2, the Board of Adjustment is a quasi-judicial board that hears variance requests, appeals based on error, and special exceptions as identified in County's Zoning Ordinance.

In deciding a Variance petition, the Board of Adjustment is required to apply the following criteria in order to grant a request for a Variance:

1. Variances shall be granted only where specific circumstances or conditions (such as exceptional narrowness, topography, or siting) fully described in the findings of the Board of Adjustment, do not apply generally in the zoning district.
2. Variances shall not be granted to allow a use otherwise excluded from the particular zoning district in which requested.
3. For the reasons fully set forth in the finding of the Board of Adjustment, the aforesaid circumstances or conditions are such that the strict application of the provisions of these Zoning Ordinances would be an unnecessary hardship, constituting an unreasonable deprivation of use as distinguished from the mere granting of a privilege.
4. The granting of any Variance is in harmony with the general purposes and intent of these Zoning Ordinances and shall not be injurious to the neighborhood or detrimental to the public welfare.

### ***Meeting Dates & Location***

First & Third Tuesday of each month at 10:30 a.m.  
Pennington County Administration Building  
130 Kansas City Street, Rapid City, SD 57701

### ***Responsible for the Final Action of Planning Items relating to:***

- Zoning Variance Applications
- Appeal of Zoning Rule Decision by Administrative Officer

# ZONING

## *Importance of Zoning*

### ***Importance of Zoning***

Zoning allows the local government to regulate the development and use of land within its jurisdiction through the establishment of zoning districts. The county regulates land use, site conditions, and setbacks with zoning districts. The intent of zoning is to protect health, safety, and welfare of the public as well as preserve the development rights of private land owners. In addition, zoning plays a major role in the preservation of existing neighborhoods as well as in the development of new neighborhoods. Through the zoning process, Pennington County strives to promote compatible land use patterns and minimize conflicts between uses. Zoning is an important responsibility of a county government and is authorized by state law under the police powers of County.

Pennington County has the following 13 zoning districts:

-  Agriculture
-  Commercial
-  Heavy Industrial
-  Highway Service
-  Light Industrial
-  Low Density Residential
-  Open Space
-  Planned Unit Development
-  Native American Lands
-  Ranchette
-  Rural Residential
-  Suburban Residential
-  Urban Residential

## *Permitted Uses, Changing Your Zoning District*

### ***Permitted Uses***

The first step in determining whether or not a proposed use is permitted is to identify the current zoning of a property. The zoning district can be found on the zoning map located on County's website ([www.rapidmap.org](http://www.rapidmap.org)) or by calling the Planning Department.

The next step is to review the zoning district to determine what uses are permitted in the current zoning district. Each district includes a list of uses. [Appendix A](#) has a list of each District's uses.

The Zoning Ordinance has three components: a use component, a site component, and a setback component. To determine the requirements of the zoning district, refer to the Zoning Ordinance. A Planner is available to assist you with making this determination

### ***Changing Your Zoning District***

The zoning of a property may be changed to accommodate a proposed use for a property that conflicts with the allowable uses or standards determined by the zoning district. A zoning district change may be necessary to:

- Change the use component
- Change the site component
- Change the setback component
- Request a Planned Unit Development Overlay (PUD)
- Request a Conditional Use Permit (CUP)

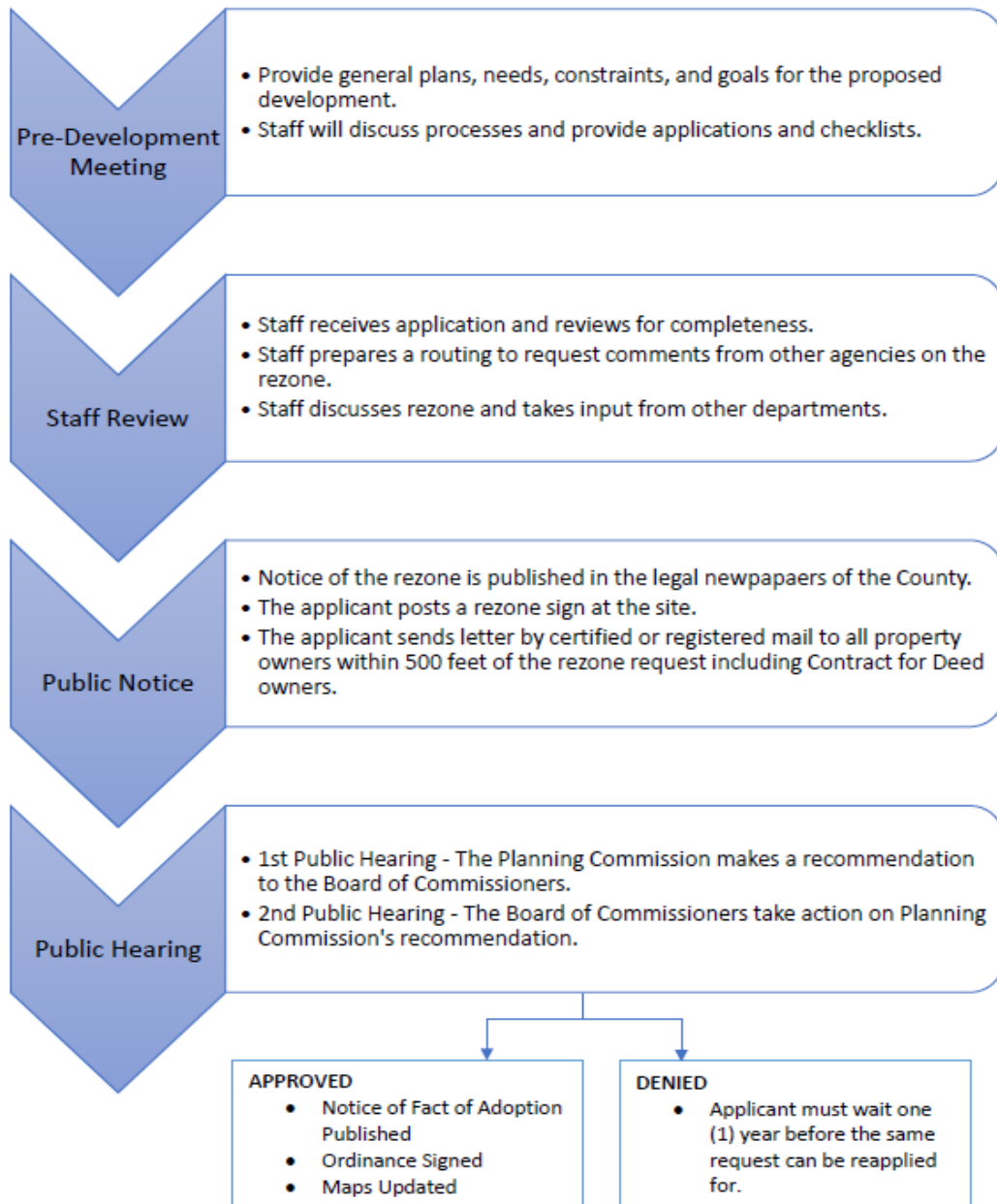
Applicants interested in changing the zoning of a property must schedule a pre-development meeting with Staff to discuss the project proposal. The zoning application will be reviewed by County Staff and scheduled for a public hearing before both the Planning Commission and Board. The Planning Commission will review the request and make a recommendation that will be forwarded to the Board. The Board will then review the recommendation and make a final decision.

## Frequently Asked Questions

1. How can I find out what my property is zoned?  
*County zoning map is available on County's website [www.rapidmap.org](http://www.rapidmap.org) or you may contact the Planning Department for assistance.*
2. How do I find out what uses are allowed in each zoning district?  
*The Zoning Ordinance includes a list of permitted land uses for each zoning district. This is located in Section 200 of the Zoning Ordinance.*
3. What if my zoning district does not allow for the use I want to develop?  
*You will need to request a change of zoning district (rezoning) property or find a property that is already zoned appropriately for your proposed use.*
4. How long is the rezoning process?  
*The rezoning process is approximately 6-8 weeks.*
5. Is there a deadline for me to submit my zoning request?  
*Zoning application deadlines are approximately every other week on Wednesday. Please call the Planning Department for specific deadline information. Once Staff has completed the review of the application and confirmed the completeness, it will be scheduled for the next available Planning Commission and Board public hearings. State law requires public notification to occur prior to the hearings.*
6. How much does it cost to rezone a property?  
*The cost of the rezoning is \$420 of which \$100 is refundable upon the return of the zoning request sign.*

## *Zoning District Change Process Flow Chart*

The Rezone Application is available on the County's website [www.pennco.org](http://www.pennco.org). The Rezone Application includes a detailed description of the zoning change process.



## SUBDIVISION / PLATTING

### *Importance of Subdivision / Platting, When to Plat, Subdivision Process*

Platting, or the subdivision of land, is a tool utilized to provide infrastructure to lots including streets, utilities, and adequate drainage improvements. This process is utilized to subdivide land prior to the development or selling of the property. During the platting process, the layout of streets, drainage improvements, and utilities are established. Platting is also used to subdivide existing platted lots which do not involve the extension of any improvements.

#### ***The Importance of Subdivision / Platting***

The method in which land is subdivided, streets are planned, and lots are laid out can have a lasting effect on the physical character of the County. The system of improvements for streets, water and wastewater services, utilities and drainage, determine in large the measure of the quality of life enjoyed by the residents of the County.

#### ***When to Subdivide / Plat***

A plat must be prepared for a property if any one of the following conditions exists:

1. A property is not currently grandfathered and the owner wishes to develop.
2. The property owner wishes to subdivide the property and/or sell portions of the original parcel.
3. An existing platted lot is subdivided or amended.

Exceptions to the platting process can be found in Section 303 of Pennington County Subdivision Ordinance. Exceptions include the Minor Plat or Lot Line Adjustment Plat processes.

#### ***Subdivision Process***

The subdivision process consists of three steps which include the following:

1. Layout (Concept) Plan
2. Preliminary Plan
3. Final Plan and Plat

Each step of the development process has expectations that are required to be met in order for the application and any approvals to remain valid, in effect and eligible to continue to the next step of the development process.

## *Subdivision Process*

All plans and plats are submitted to the Planning Department located at 130 Kansas City Street, Suite 200, Rapid City, SD 57701.

### ***Layout (Concept) Plan***

A Layout (Concept) Plan is required for all subdivisions of land. The purpose of the Layout (Concept) Plan is to demonstrate conformance with the County's Comprehensive Plan. In addition, it should also show compatibility of the proposed development with County Ordinances and the coordination of improvements within and among individually platted parcels, sections, or phases of development, prior to the consideration of a Preliminary Plan. The Layout (Concept) Plan is reviewed administratively and final action is by County Staff.

### ***Preliminary Plan***

The Preliminary Plan provides detailed graphic information and associated text indicating property boundaries, easements, land use, streets, utilities, drainage, and other information required to evaluate proposed subdivisions of land. Unlike the Layout (Concept) Plan, the Preliminary Plan does require the approval of Planning Commission and Board of Commissioners.

### ***Final Plan and Plat***

The Final Plan and Plat provide detailed graphic information and associated text indicating property boundaries, easements, streets, utilities and drainage. After all conditions of the Preliminary Plan are met and approval of the Final Plan is obtained from the Planning Department, the Final Plat can then be recorded at the Register of Deeds.



### ***Minor or Lot Line Adjustment Plat***

The Minor Plat or Lot Line Adjustment Plat is an abbreviated platting process that can be utilized, provided that all the following requirements are met:

1. The Plat doesn't affect the remainder of the parcel or adjoining property adversely by compromising access.
2. The Plat doesn't change any plans that have been prepared for the placement of any other utilities in the subdivision.
3. The Plat doesn't conflict with any provision or portion of the comprehensive plan, official map, zoning ordinance, or these regulations.
4. The Plat doesn't create a lot or tract eligible for any public or private improvements other than sidewalks.
5. The Plat doesn't landlock or otherwise impair ingress or egress to or from the rear side of the subject tract or any adjacent property.
6. The Plat doesn't require the dedication of public right-of-way.
  - i. *Exception.* The dedication of additional right-of-way adjoining an existing right-of-way; and,
7. The Plat doesn't require the construction of new roads.

Additional requirements for a Lot Line Adjustment Plat:

1. That the vacation of existing platted lines is done to achieve either a reconfiguration of the existing recorded plat; or
2. That a change in the number of recorded lots in the subdivision only where the perimeter of the tract being platted is not altered by the plat.

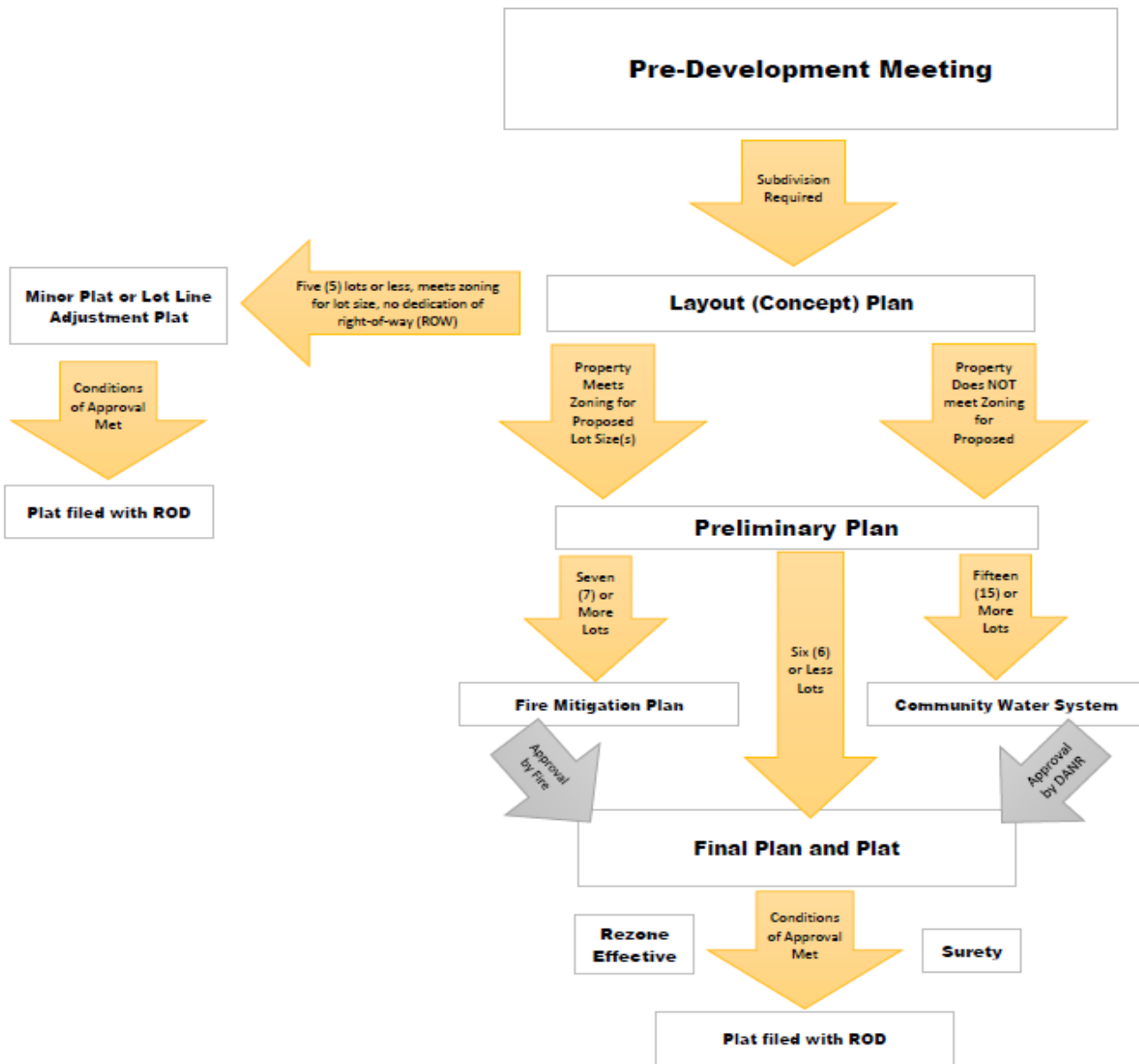
A Minor or Lot Line Adjustment Plat requires approval by the Planning Commission.

## Frequently Asked Questions

1.     **What is a Plat?**  
*A plat is a document, prepared by a registered land surveyor, that delineates property lines and shows monuments and other landmarks for the purpose of identifying a property. It also includes dedication, approval, certification, and recording notes.*
2.     **What is the public notification process for platting?**  
*There are no public notification processes for platting of property in Pennington County.*
3.     **Can there be variances granted from the Subdivision Ordinance?**  
*Yes. Criteria for variances to the Subdivision Ordinance can be found in Section 509 of the Zoning Ordinance.*
4.     **My property is located in Rapid City's 3-mile Extraterritorial Jurisdiction (ETJ). Am I required to submit a plat if I would like to subdivide my property?**  
*Yes. If you would like to subdivide a property in Rapid City's 3-mile ETJ you are required to submit a subdivision plat to the City of Rapid City.*
5.     **How do I utilize the Minor and Lot Line Adjustment platting process?**  
*The Minor and Lot Line Adjustment platting process may be utilized only if all the criteria in Section 303 are met.*
6.     **My surveyor tells me that I can save money if I do my own plat processing. Is this possible?**  
*Yes it is possible to do your own plat, however, we do not recommend it.*

## Platting Process Flow Chart

The applications & checklists for each step in the platting process are available on County's website [www.pennco.org](http://www.pennco.org). Each application and checklist includes a detailed description and the requirements. The following flow chart provides an overview of the platting process as a whole.



# STORM WATER PERMIT

## *Storm Water Permit Process*

During the site development process, County Staff reviews all proposed site improvements including, but not limited to, zoning compliance, utilities, traffic impact, legal lot status, building setbacks, drainage, driveway locations, and parking. These improvements must meet the requirements of the Zoning Ordinance, Subdivision Ordinance, Fire Code, Flood Damage Prevention Ordinance, Ordinance 14, and the Storm Water Criteria Manual.

Any person who develops, or causes to be developed, property located within County, will be required to submit a Storm Water Permit Application unless one of the following exceptions apply:

1. Land disturbance does not exceed 10,000 square feet, or
2. The land disturbance is part of a larger project already covered under a Storm Water permit. This may require a transfer of the permit conditions to the new site.

The Storm Water Permit Application is submitted to the Planning Department. This application is a set of construction plans that address the proposed site improvements. The reviewing departments include Planning, Highway and Fire Administration. These departments review the plans and return any comments to the Planning Department who forwards them to the applicant. If changes are required, the applicant must revise the construction plans, resubmit and the reviewing departments again review the revised construction plans. The Storm Water Permits are approved administratively and are not subject to public hearings.

If the disturbance exceeds one (1) acre, a Notice of Intent (NOI) must be submitted to the South Dakota Department of Agriculture and Natural Resources and a Storm Water Pollution Prevention Plan (SWPPP) developed.

# PERMITS

## *Permits and Building Codes*

The Planning Department is responsible for the issuance and inspection of all construction related permits, as well as the issuance of Certificates of Compliance. It is recommended that all applications for Permits be submitted in-person at the Planning Department to ensure completeness and accuracy. Applications may be submitted electronically, but this typically delays processing and approval.

### ***Permits***

A permit is required prior to the commencement of any construction located on property within County jurisdiction. Activities requiring permits are listed below:

- New construction (commercial and residential)
- Remodels (if the footprint of the structure or roofline changes)
- Additions to existing structures
- Accessory buildings and structures
- Swimming pools
- Driveways/culverts
- Signs (new or re-facing)
- Demolition
- Moving structures
- Onsite Wastewater (Septic) Treatment Systems (OSWTS)

This list is not comprehensive, so please confirm with the Planning Department prior to commencing work.

### ***Building Codes***

The most current edition of the International Building Code, including Appendix C and Appendix I and the most current edition of the International Residential Code, as published by the International Code Council Inc., and any approved Amendments and additions as approved by the Board of Commissioners are applicable for all construction within Pennington County.

## *Contractor Licensing, Application Submittals, Signage, Certificate of Compliance*

### ***Contractor Licensing***

Pennington County requires a Contractor's License for all contractors doing work within the County. Any construction work done that requires a building permit, requires the contractor obtain this license.

One of the following licenses are required:

- Class A, for construction of any and all types of structures; or,
- Class B, for construction of detached single-family houses, attached single-family houses, and 2-family dwellings.

Before a contractor license may be issued, at least one designated license holder shall be required to pass an examination as evidence of his or her qualifications to perform building contracting. Applicants shall pay the examination fee for each exam.

Every applicant for every license shall present to the Planning Department for review a valid certificate of insurance at the time of application. It is the duty of every licensee to continually maintain valid liability insurance. The minimum required general aggregate liability shall be \$1,000,000 with \$300,000 fire damage and \$1,000,000 each occurrence. Proof of insurance must be validated every year.

### ***Building Inspections Required***

Building Inspections are required for initial siting and as-built inspection(s). The Planning Department may, at any time, require additional inspections, information, and verification to ensure the building or structure is being built in accordance with the approved plans, the Pennington County Zoning Ordinance (PCZO), the Flood Damage Prevention Ordinance, and the Building Code Ordinance.

### ***Commercial and Residential Application Submittals***

A Building Permit is required prior to erecting, constructing, enlarging, moving, or demolishing any building or structure. To “enlarge” means to increase finished square feet, number of bedrooms, or building/structure footprint. Building Permit requirements are available in Section 506 of the PCZO.

*Exceptions.* A Building Permit is NOT required for the following buildings or structures:

- a. Accessory structures 144 square feet or less and not permanently anchored to the ground;
- b. Fences or border walls eight feet or less in height;
- c. Snow fences on real property zoned and taxed agriculture;
- d. Portable buildings, such as those used in calving/lambing operations, grain storage, etc., on real property zoned and taxed agriculture which are moved as part of the agricultural operation at least once every five years.

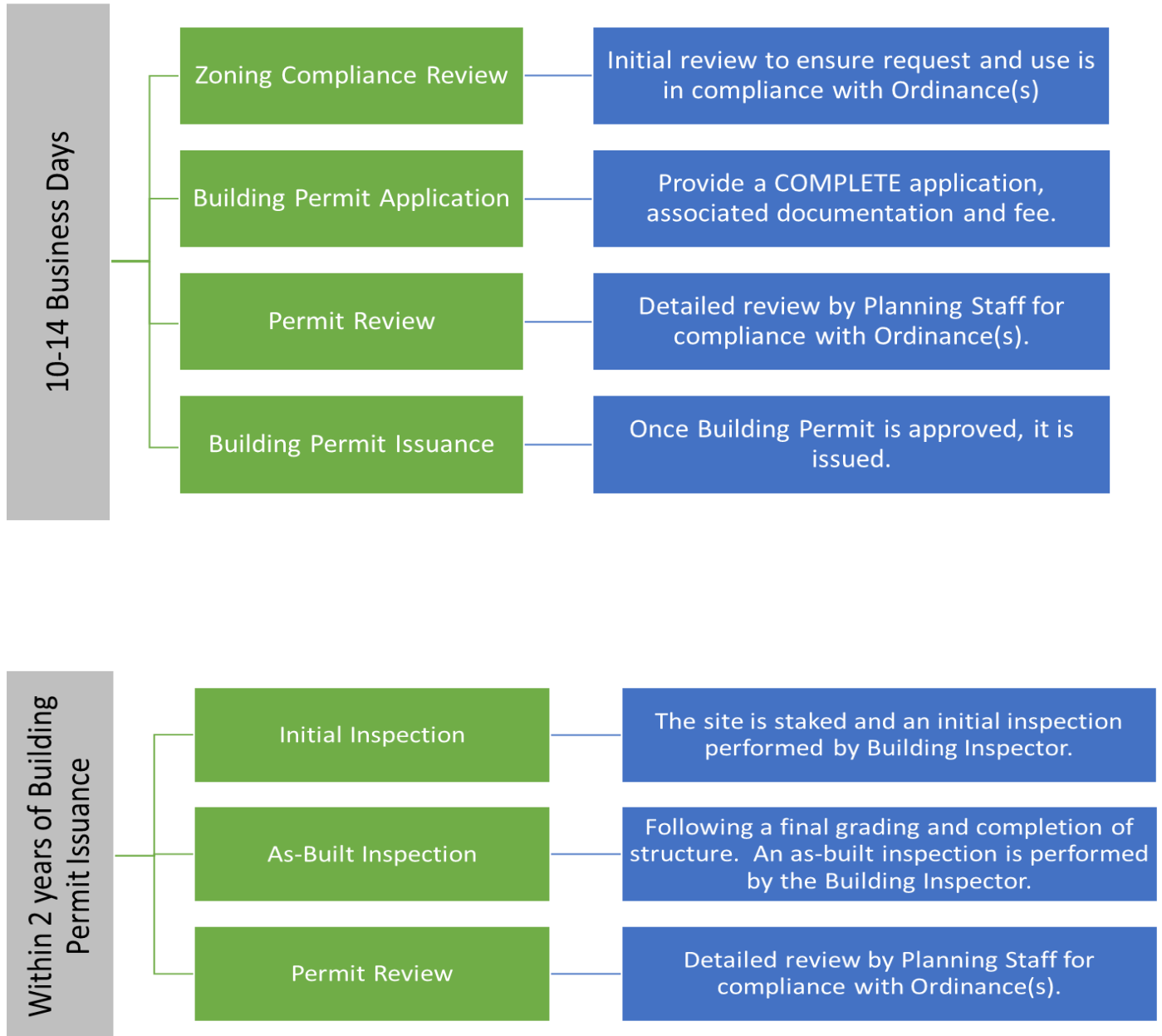
### ***Signage***

All signs erected or modified within the County require the issuance of a Sign Permit as specified in Section 312 of the Zoning Ordinance. The modification of an existing sign includes the changing of the face.

### ***Certificate of Compliance***

Upon successful verification and completion of the As-Built inspection, a Certificate of Compliance with Ordinance 735 will be issued.

## Building Permit Flow Chart





## DEVELOPMENT LINKS

*City Links, County Links, Other Links*

### ***County Links***

Pennington County

[www.pennco.org](http://www.pennco.org)

Planning Department

[www.pennco.org/planning](http://www.pennco.org/planning)

Phone: (605) 394-2186

Email: [plz@pennco.org](mailto:plz@pennco.org)

Highway Department

[www.pennco.org/hwy](http://www.pennco.org/hwy)

Phone: (605) 394-2166

Email: [pchd@pennco.org](mailto:pchd@pennco.org)

Fire Administration

[www.pennco.org/countyfire](http://www.pennco.org/countyfire)

Phone: (605) 394-5367

### ***City Links***

Rapid City

[www.rcgov.org/community-planning-development](http://www.rcgov.org/community-planning-development)

Phone: (605) 394-4120

Box Elder

[www.boxelder.us/city-departments/planning-community-development](http://www.boxelder.us/city-departments/planning-community-development)

Phone: (605) 923-1404

# APPENDIX A

## Allowed Uses by Zoning District

A - D

	Agriculture	Ranchette	Rural Residential	Low Density Residential	Suburban Residential	Urban Residential	Commercial	Highway Service	Light Industrial	Heavy Industrial	Open Space
Accessory uses and structures. Must comply with PCZO § 204(A).	X	X	X	X	X	X	X	X	X	X	
Amusement structures and uses.							X				
Animal and poultry husbandry.	X										X
Apiculture (i.e., beekeeping).	X	X									X
Art galleries.							X				
Auction house, except for the sale of animals.							X	X	X		
Auditoriums.							X				
Bakeries.							X				
Barber schools.							X				
Barber shops.							X				
Beauty schools.							X				
Beauty shops.							X				
Blacksmith and machine shop.									X	X	
Building-material sales and lumber yard.									X	X	
Building-material sales.							X				
Bulk storage.									X	X	
Bus stations.							X	X			
Business and Community signs.	X										
Business schools.							X				
Campgrounds, public.											X
Churches or places of worship.							X				
Clubs.							X				
Coin-operated laundry and dry-cleaning establishments.								X			
Commercial recreation facilities.							X				
Community centers.							X				
Community Signs.		X	X	X	X	X					
Concrete block, precast concrete and prestressed concrete fabrication and storage.										X	
Concrete-batch plant, transit-mix plant, or asphalt plant.										X	
Distributed Solar Energy System. Must comply with PCZO § 317.	X	X	X	X	X	X	X	X	X	X	X
Distributed Wind Energy System. Must comply with PCZO § 317.	X	X	X	X	X		X	X	X	X	X
Distributing.									X	X	
Drinking establishments.							X	X			
Drive-in eating establishments.							X	X			

E - M

	Agriculture	Ranchette	Rural Residential	Low Density Residential	Suburban Residential	Urban Residential	Commercial	Highway Service	Light Industrial	Heavy Industrial	Open Space
Eating establishments.							X	X			
Efficiency Dwelling. Must comply with PCZO § 330.	X										
Equipment rental.									X	X	
Equipment storage.									X	X	
Fairgrounds.							X				
Family daycare home.	X	X	X	X	X	X					
Farming and harvesting. These terms do not include fur farms.	X	X									
Financial and credit institutions.							X				
Forest preserves.	X										X
Foundries.										X	
Freight yard and terminal.									X	X	
Funeral homes.							X				
Garment shops.							X				
Golf course and driving range.											X
Grain elevators.	X									X	
Group homes.							X				
Historical monuments and structures.	X	X						X			X
Home offices.	X	X	X	X	X	X					
Hotels and motels.							X	X			
Laboratories.							X				
Libraries.							X				
Lodges or halls.							X				
Manufacturing uses that are conducted within a completely enclosed structure									X		
Manufacturing.										X	
Medical or dental office. This includes a medical clinic.							X	X			
Medical-supply shops.							X				
Meteorological tower that is part of a wind farm. Must comply with PCZO § 317.	X										X
Mobile-home sales.							X				
Model-home-sales office.								X			
Motor-vehicle rentals.							X				
Motor-vehicle repairs.							X				
Multiple-family dwelling. Such a dwelling must comply with PCZO § 303.						X					
Museums								X			

N - T

	Agriculture	Ranchette	Rural Residential	Low Density Residential	Suburban Residential	Urban Residential	Commercial	Highway Service	Light Industrial	Heavy Industrial	Open Space
New and used farm implement, machinery, and heavy-equipment sales.							X				
New and used motor-vehicle sales. That includes trailers.							X				
Nurseries and greenhouses.	X	X									
Offices and studios.							X				
Open spaces and trails.	X										X
Outdoor advertising and community signs. Must comply with PCZO § 312.							X	X	X	X	
Parking lots and garages.							X				
Parks and playgrounds.											X
Pawn shops or second-hand stores.							X				
Power plants.										X	
Processing of junk, waste, discarded or salvaged materials, machinery or equipment, including automobile wrecking or dismantling.										X	
Public-service structures.							X	X			
Railroad freight terminal and repair shop.										X	
Ranch-hand residence.	X										
Ranching and grazing. Does not include commercial-feed lots or rendering plants.	X	X									
Recreational vehicle parks: public.											X
Rendering plant.										X	
Repair and service of trucks and construction equipment.										X	
Retail businesses.							X	X			
Roadside stands that exclusively sell produce grown on the premises.	X	X									
Sawmill.	X									X	
Service stations and garages.							X	X			
Shoe-repair shops.							X	X			
Single-family dwelling: detached. Only one (1) dwelling per lot is allowed.	X	X	X	X	X	X					X
Sod and tree farming.	X										X
Slaughter of animals, including poultry										X	
Stockyards, feeding pens, and auction houses for sale of livestock.										X	
Structural and reinforcing steel fabrication, welding, and storage.										X	
Tannery or curing or storage of raw hides.										X	
Telecommunication Facilities. Those facilities must comply with PCZO § 316.	X	X	X	X	X		X	X	X	X	X
Temporary structures for uses incidental to construction work.			X	X	X	X					
Tire-recapping or -retreading facilities.									X	X	
Transportation and utility easements and rights-of-way.	X	X	X	X	X	X	X	X	X	X	X
Trucking yard.									X		

U - Z

	Agriculture	Ranchette	Rural Residential	Low Density Residential	Suburban Residential	Urban Residential	Commercial	Highway Service	Light Industrial	Heavy Industrial	Open Space
Utility substations.									X		
Vacation Home Rental. Must comply with PCZO § 319.							X	X			
Vocational schools.							X				
Warehousing.									X	X	
Water treatment, purification, storage, and pumping facilities.	X	X							X	X	
Wholesaling									X	X	
Zero-lot-line dwellings (e.g., townhomes, paired homes).						X					

