

<b>PERMIT #</b>
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**Property Information** (Detailed information can be obtained using *RapidMap* at [www.rcgov.org/gis/rapidmap.html](http://www.rcgov.org/gis/rapidmap.html))

Project Address or Location:			
Lot Size:	Zoning:	Parcel ID#	Tax ID#
Legal Description:		Section:	Township: Range:
Property Owner's Name:		Property Owner's Address:	
Property Owner's Phone Number(s):		Property Owner's Email Address:	

Do you intend on hiring a Contractor or perform the work yourself?     Self     Contractor  
**If you checked Contractor, please complete the following:**

<b>CONTRACTOR INFORMATION</b>	
Contractor Name:	
Phone number:	
SD Excise Tax License Number	
Liability Insurance Policy Number	
Worker's Compensation Insurance Policy Number	
Identification Number (Driver's License or Government I.D.)	
<b>General Contractors are responsible for verifying license &amp; insurance coverage for all subcontractors used in project.</b>	

**Residential**       **Commercial/Industrial**

<input type="checkbox"/> New Construction	<input type="checkbox"/> Interior Remodel
<input type="checkbox"/> Grading	<input type="checkbox"/> Exterior Remodel
<input type="checkbox"/> Demolition	<input type="checkbox"/> Addition to Existing Structure
<input type="checkbox"/> Garage	<input type="checkbox"/> Single Family Home
<input type="checkbox"/> Deck	<input type="checkbox"/> Multi-Family Home
<input type="checkbox"/> Shed	<input type="checkbox"/> Manufactured Home Move in
<input type="checkbox"/> Carport	<input type="checkbox"/> Manufactured Home Move out
<input type="checkbox"/> _____	

**Description of work:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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**ESTIMATED COST OF WORK**

General/Sole Contractor		Cost \$	
Grading/Foundation Contractor		Cost \$	
Electrical Contractor		Cost \$	
Plumbing/Heating Contractor		Cost \$	
Mechanical Contractor		Cost \$	
Vendor for any structure built off-site *i.e. shed, modular, etc.		Cost \$	
<b>Total Cost \$</b>			

**SQUARE FOOTAGES**

Finished Space		Garage (Attached)		Deck or Porch	
Unfinished Space		Garage (Detached)		# of Bedrooms Added:	
Addition		Shed		# of Bathrooms Added:	
Remodeled Space		Carport		# of Stories	

**PROPOSED USE**

**FLOOD HAZARD INFORMATION**

Is the property located within a designated floodway, floodplain, or special hazard area?	YES	
	NO	
If yes, a floodplain development permit is <u>required</u> .		

- **THIS PERMIT DOES NOT COVER ELECTRICAL OR PLUMBING PERMITTING; PLEASE CONTACT THE APPLICABLE STATE AGENCY FOR THOSE PERMITS & INSPECTIONS.**
- **A METER PIT MUST BE INSTALLED WHEN NEW WATER SERVICE LINES FROM THE CITY MAIN ARE CONSTRUCTED.**
- **THE CITY OF HILL CITY ADOPTED THE "INTERNATIONAL BUILDING CODE" (IBC) FOR USE IN ISSUING BUILDING PERMITS, LIFE-SAFETY CODE, BUILDING CODE, INSPECTIONS AND CODE ENFORCEMENT.**

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

I understand that work shall not begin until the permit is issued by this department, that I am responsible for calling for all required inspections, that work shall be accessible for inspection, that a final inspection, approval and Certificate of Occupancy are required prior to occupying/using the structures contained herein.

Every permit issued by the City of Hill City under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within **one hundred eighty (180) days** from the day of approval or completed within **one (1) year** per HCMC 111.2 and HCMC 3.06.01.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner (if different from Applicant)

\_\_\_\_\_  
Date

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**PROPOSED CONSTRUCTION SITE PLAN SKETCH**

In the space provided below, please provide a site plan sketch of the proposed construction and property layout.

**Please include all of the following:**

1. Sketch property boundaries with measurements (in linear feet) of all sides
2. Show required setbacks from property boundaries
3. Show all existing and proposed structures on the property
4. Indicate how access is achieved from the property to the public right of way
5. Show all easements, specials restrictions and existing underground infrastructure
6. Show pre and post construction drainage patterns
7. Indicate location of floodway and flood fringe
8. Indicate "NORTH" on the sketch



**PERMIT #**

<b>Applicant Checklist for Complete Application Submittal</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Completed Application with Required Signatures			
Site Plan (including setbacks, existing & proposed structures, easements, etc.)			
Foundation Detail			
Framing Detail			
Floorplan and Elevation Drawings (blueprints)			

**APPLICATION MAY BE REJECTED OR DELAYED IF REQUIRED DOCUMENTS ARE NOT INCLUDED AND/OR ARE INCOMPLETE.**

\*\*\*\*\*  
**OFFICE USE ONLY BELOW THIS LINE**  
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**APPLICATION REVIEW**

- Application Complete
- Fees Paid
- Check property for floodway, floodplain or SFHA status
- Submit to the Planning & Zoning Commission for consideration
- Scan documents to address file

**PLANNING & ZONING COMMISSION** Meeting Date \_\_\_\_\_ Action \_\_\_\_\_

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Building Permit Fee Calculation</b>	

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Application Fee \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Cash/CC/Check# \_\_\_\_\_ Receipt # \_\_\_\_\_  
 Permit Fee \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Cash/CC/Check# \_\_\_\_\_ Receipt # \_\_\_\_\_  
 Tapping Fee(s) \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Cash/CC/Check# \_\_\_\_\_ Receipt # \_\_\_\_\_