

PROCEDURE FOR BUILDING PERMIT APPLICATION *Custer County, South Dakota*

Building Permit. A *Building Permit Application* must be submitted to the Custer County Planning Department before any building permits will be issued. Please read the application carefully and complete all the information requested on both the front and reverse of the form.

Submittal Requirements. Information required for previously undeveloped parcels and bare land:

- (1) Approved *Grading Permit* with attached *Site Map* showing property lines; the location of the public road and proposed driveway approach; the dimensions and location of existing buildings; the location of areas of proposed new construction including the septic system; distances from property lines; the location of any wells, streams or waterways and other pertinent ground features.
- (2) Full legal description of the property.
- (3) Drawing or sketch of floor plans of new structures showing dimensions and total square footage (includes areas of finished or unfinished basements and lofts).
- (4) An estimate of the materials and labor costs of the proposed building project.

For already developed parcels, a *Grading Permit* and *Site Map* will generally not be required.

Exemptions. Work exempt from the requirement for a building permit:

- (1) Storage buildings less than 160 square feet; agricultural structures less than 300 square feet and canopy-type carports.
- (2) Window awnings, decks and porches attached to an exterior wall.
- (3) Routine maintenance or remodeling of existing structures or repair of damaged structures, so long as there is no increase in building square foot area.
- (4) Fences, corrals or similar livestock enclosures.
- (5) Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
- (6) Swings and other playground equipment accessory to a dwelling.

Inspections. Before any grading or excavating begins on undeveloped property, an evaluation of the job site must be conducted by a representative of the Planning Department. Final inspections of access approaches to public roads and individual wastewater disposal systems are required for all locations. Custer County does not inspect footings, foundations, framing or finished structures. Plumbing and electrical inspections are done by the State of South Dakota.

Issuance of Permits. Generally, there will be a 24 hour turn-around period for permits issued for new houses and commercial structures; same day turn-around for permits for additions, garages and accessory structures. All required permit fees must be paid when the permit is issued. Work begun before the required permit has been obtained will be subject to a late application fee.

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