

**Butte County Planning Department
Building Permit Application**

839 5th Ave. Belle Fourche, SD 57717
Ph: 605-892-3950 Fax: 605-892-0240
Web: www.butte.sdcounties.org

FOR OFFIC USE ONLY:	
Application Date: ___/___/___	
Application Price:\$50.00/STRUCTURE	
BP Permit#: ___-___ Sewer: ___-___	
<input type="checkbox"/> Renewal	<input type="checkbox"/> New Residence
<input type="checkbox"/> Addition	<input type="checkbox"/> Carport
<input type="checkbox"/> Garage	<input type="checkbox"/> Pole Building

Is this property located outside of the City Limits of Belle Fourche, Newell or Nisland

Instructions: The application **must** be filled out in its entirety and payment of all fees required at time of application (cash or check only-all returned checks will be charged a \$40 fee). **Make checks payable to Butte County Planning Office.** If the Building Permit Official has any question regarding the plans, site plans, or Floodplain Areas, the Director of Planning will have to approve the permit.

Checklist:

- Proof of Sewer Permit # and Septic Design if New** (if existing need to have receipt of last it was pumped)
- Copy of Plans or Blueprints** (copy is not returned)
- Mobile Home Title** (if applicable)
- Site Plan** (Drawing of your lot showing all property lines and dimensions of the lot; location of all existing and proposed structures; all setbacks measured from all property lines and roads, streets, easement or section line, etc.; all incidental uses such as wells, septic tanks, drain fields, waterways, driveways, utilities, slopes, etc. **The site plan needs to have all the applicable info, if it does not you application will be returned!**)

Side notes to remember:

- All work must be started **within 180 days** and completed **within 2 years**. One extension permit may be applied for prior to expiration of original permit.
- Butte County **does not** require Building Code inspections at this time. However, all property shall undergo two inspections for Setbacks one prior to start of construction and when complete. *It is the duty of the property owner to notify the Planning Department when the site is ready for inspection. This inspection insures the site conforms to the requirements of the Butte County Subdivision Regulations.*
- **A wiring permit authorizes a homeowner to legally perform electrical improvements in his or her residence or farmstead. Owners/Renters of rental property do not qualify. As a safety measure, a state licensed electrical inspector will follow-up with an on-site inspection of his or her workmanship. If you hire an electrician, be certain a wiring permit is obtained and posted on the job site. To obtain a permit log onto www.state.sd.us and review the requirements for obtaining a permit.**
- **Individuals doing plumbing on his or her residence or farmstead are required to have a homeowners plumbing permit. To obtain a permit log onto www.state.sd.us and review the requirements for obtaining a permit.**

<p>Property Information:</p> <p>Project Address: _____ (911 address issued by Emergency Manager) City: _____ Zip: _____ Parcel: _____ Legal Description: _____</p> <p>S-T-R: _____ Acreage: _____ Subdivision: _____ Plat# _____ Deed# _____</p>	<p>Ownership/Contractor Information:</p> <p>Owner's Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____</p> <p>Contractor's Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____ Excise Tax License _____</p>
<p>Project Cost, Description and Size: Describe project and use of structures: _____ _____ _____</p> <p>Cost of Project _____</p> <p>Size of project per Square Foot: Basement: _____ 1st Floor: _____ 2nd Floor: _____ Loft: _____ Deck/Porch: _____ Detached Garage: _____ Carport: _____ Attached Garage: _____</p> <p>Mobile/Manufactured Home: _____ Year: _____ *mobile home taxes must be paid prior to BP being issued moving permit &</p>	<p>Property Details: Setbacks: Distance of Project to Property Lines in Feet Front _____ Side _____ Side _____ Rear _____ Section Line _____ County/State Hwy _____</p> <p>Flood Hazard Area: <input type="checkbox"/> Yes <input type="checkbox"/> No *If property is located in a FP a FP Dev. Permit will also need to be obtained from the Emergency Manager</p> <p>Panel# _____</p> <p>ACCESS: (check one) <input type="checkbox"/> Existing <input type="checkbox"/> New Water Service: (check one) <input type="checkbox"/> Individual <input type="checkbox"/> Community Sewer Service: (check one) <input type="checkbox"/> Individual <input type="checkbox"/> Community</p>
<p>The OWNER, CONTRACTOR, OR AUTHORIZED AGENT, CERTIFIES: That the information supplied in this application is true, anything, omitted or erroneous is the responsibility of the signor; That they have read the application; That they authorize the Department staff to enter onto the and inspect the above described property; That they have been advised of the fees and said fees have been paid; That all work undertaken pursuant to this permit shall be compliant with all applicable deed restriction, covenants, homeowner association rules and regulations, and all other land use and building restrictions and codes that may apply; and</p>	<p>that if the signatory below is someone other than the property owner, the signatory represents and warrants they have full authority to sign this permit on behalf of the property owner and bind the owner to all terms and conditions herein.</p> <p>X _____ Signature of Property Owner Date</p> <p>X _____ Signature of Contactor or Authorized Agent Date</p>

