

# Town of Hermosa

PO Box 298 • 230 Main Street • Hermosa, SD 57744  
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## COMMERCIAL BUILDING / REMODELING PERMIT APPLICATION

(This Building Permit Is Valid for One Year-----Please See Page 2 for Exceptions)

DATE \_\_\_\_\_ PERMIT # \_\_\_\_\_

Receipt # \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_ Amount \_\_\_\_\_ (\$75.00)

Is Property in the Flood Plain? \_\_\_\_\_ Yes \_\_\_\_\_ No Zoning District \_\_\_\_\_

**\*\*\*IF YES – YOU NEED A FLOODPLAIN DEVELOPMENT PERMIT\*\*\***

### ALL PLANS TO BE PREPARED, SEALED AND SIGNED BY A REGISTERED ENGINEER OF SOUTH DAKOTA!!

Property Owner Names(s): \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # Home \_\_\_\_\_ Work \_\_\_\_\_  
Building address if different than mailing address: \_\_\_\_\_  
Email: \_\_\_\_\_

#### LEGAL DESCRIPTION:

Subdivision name: \_\_\_\_\_ Lot# \_\_\_\_\_ Block \_\_\_\_\_ Lot size \_\_\_\_\_  
Zoning District \_\_\_\_\_

#### CLASS OF WORK TO BE DONE:

New structure \_\_\_\_\_ Demolition \_\_\_\_\_ Remodel \_\_\_\_\_ Addition \_\_\_\_\_

Proposed Use of Building: \_\_\_\_\_

Building Area (Sq. Ft.): \_\_\_\_\_ Height: \_\_\_\_\_ # of Units: \_\_\_\_\_

No. of Stories: \_\_\_\_\_ No. Bathrooms: \_\_\_\_\_ Deck: \_\_\_\_\_ Deck Area (Sq. Ft.): \_\_\_\_\_

#### TYPE OF USE:

Commercial \_\_\_\_\_ Accessory \_\_\_\_\_ Other \_\_\_\_\_

#### CONTRACTOR INFORMATION:

**Contractors must all be registered with the Town of Hermosa**

General Contractor (Project POC\responsible party): \_\_\_\_\_ Phone: \_\_\_\_\_  
Structural Contractor \_\_\_\_\_ Phone \_\_\_\_\_  
Electrical Contractor \_\_\_\_\_ Phone \_\_\_\_\_  
Plumbing Contractor \_\_\_\_\_ Phone \_\_\_\_\_  
Heat/Mechanical \_\_\_\_\_ Phone \_\_\_\_\_  
Excavation Contractor \_\_\_\_\_ Phone \_\_\_\_\_  
Landscape Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Are there any of the following on site: Hazardous materials YES / NO  
Lead paint YES / NO  
Asbestos YES / NO

Does the building have a Historical Designation: YES / NO?

Parcel #

OFFICE USE ONLY

Are signs to be constructed: YES / NO

**(If yes, a detailed drawing and sign permit are required)**

Current utilities on site: Gas Water Electricity Municipal Sewer Septic

Proposed utilities: \_\_\_\_\_

Describe Work: \_\_\_\_\_

TOTAL COST ESTIMATE OF IMPROVEMENTS: \$ \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF PROJECT \_\_\_\_\_

Every permit issued by the Planning Administrator 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 12 months from the date of such permit or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one year. If so, before such work can be re-started, an extension of the permit shall be first obtained to do so, and a service charge of \$35.00 shall be required, provided no changes have been made or will be made in the original plans and specifications for such work.

In filling this application, I hereby grant to the Hermosa Planning & Zoning commission, and the Hermosa Town Board, and their designee(s), permission to inspect any and all structures and land involved in my application for the purpose of ascertaining compliance with the ordinance of the Town of Hermosa and the State of South Dakota, which permission shall continue so long as the application or an appeal there-on is pending. It is my responsibility to ensure the presence of the Town Maintenance Supervisor during water and sewer connections.

I hereby certify that I have read and examined this application 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 herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

I understand Permit application fees are due upon submittal and are non-refundable. Final fees are based upon building calculations and are due and payable when permit has been approved. **Permits are reviewed by the town engineer; those expenses will be included with the permit fees and applicant will be responsible for those expenses.**

**A CERTIFICATE OF OCCUPANCY MUST BE OBTAINED BEFORE OCCUPYING STRUCTURE.**

\_\_\_\_\_  
Signature(s) Of Owner(s) (If Owner Builder) \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature(s) of Contractor/Authorized Agent \_\_\_\_\_  
Date

**ALL APPLICATIONS MUST BE APPROVED BY THE HERMOSA PLANNING AND ZONING COMMISSION AND THE HERMOSA BOARD OF TRUSTEES PRIOR TO COMMENCEMENT**

<b>PLANNING AND ZONING COMMISSION</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>HERMOSA BOARD OF TRUSTEES</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied
NAME: _____	NAME: _____
TITLE: _____	TITLE: _____
SIGNATURE: _____	SIGNATURE: _____
DATE: _____	DATE: _____
APPLICATION FEE: <b>\$75.00</b> DATE PAID: _____	DATE PERMIT ISSUED: _____

# COMMERCIAL SURVEY/SITE PLAN REQUIREMENTS

Incomplete plans will be returned to applicant for resubmission when complete.

## General

### 1. Blueprints / Site plan drawn to scale (1" = 20" preferred)

- A. Show North arrow
- B. Property lines showing survey pin.
- C. Lot and Block number (legal description)
- D. 911 Address
- E. Zoning district
- F. Zoning of adjacent lots and Street names of adjacent streets.
- G. Locations of ingress and egress access.
- H. Number of parking spaces.

### 2. Dimensions of lot, including square footage, (verified by Plat)

- A. Setback footages, front, rear, and side yards from property line to structure.
- B. Easements, existing and proposed
- C. Contours, existing and proposed

### 3. Complete structural information

- A. Locations of all existing buildings on lot
- B. Location of proposed building/addition
- C. Type of construction and use
- D. Floor area, height, stories, rest rooms, ADA compliant
- E. Footing and Foundation Plan
- F. Wall section and Full sections.
- G. Complete Mechanical Floor Plan.

## **Drainage**

### **1. Grade elevations representing all contours at the following locations:**

- A.** Each corner lot (existing and proposed)
- B.** Elevation of grade at foundation and top of foundation of structures on adjacent lots
- C.** Elevation of grade at foundation, top of foundation and garage floor of proposed new construction.
- D.** Elevation of lowest point of entry (ex: Door sill or top of window well)
- E.** Lowest floor elevation
- F.** Placement and method of erosion control
- G.** Drainage with flow direction arrows
- H.** Fire Plan, Sprinklers, Alarms, Closest Hydrant

## **ADA Requirements**

### **1. Parking and exterior routes,**

- A.** Handicapped Parking as per ADA guidelines. Van Accessible.
- B.** Required number of handicapped spaces
- C.** Handicapped assessable entrance and restroom

## **Utilities**

### **1. Complete utility plan**

- A.** Sewer Mains, existing and proposed, with size and cleanout location.
- B.** On-Site Wastewater Disposal System application (if applicable)
- C.** Water Service Lines, existing and proposed, with size, type, and curb stop.
- D.** Location of Fire Hydrants, existing and proposed, Fire service lines, existing and proposed
- E.** Location of all easements, as shown on record plats, 100 year Flood Plain (as per FEMA MAP) Sewer mains, Water mains, Elect., Gas & Phone locations.

**All plans are required to comply to applicable codes as adopted by the governing entity.**

**A security bond may be required in sufficient amount to cover the costs of all required improvements.**

<b>Numbers you should know:</b>	<b>Town of Hermosa</b>	<b>605-255-4291</b>
	<b>Chuck Ferguson Building Inspections</b>	<b>605-390-0045</b>
	<b>Leah Berg Engineer</b>	<b>605-716-4646</b>
	<b>One Call Utility locator</b>	<b>800-781-7474</b>