

**GRADING PERMIT  
CITY OF RAPID CITY**

300 SIXTH STREET • RAPID CITY, SD 57701  
(605) 394-4157

ID NO: \_\_\_\_\_  
PIN NO: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

APPLICATION DATE: \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_

**PROPERTY INFORMATION**

LOT ADDRESS \_\_\_\_\_  
OWNER NAME \_\_\_\_\_  
& ADDRESS \_\_\_\_\_  
\_\_\_\_\_ TEL \_\_\_\_\_

LEGAL DESC \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ZONED \_\_\_\_\_ ACRES \_\_\_\_\_  
\_\_\_\_\_

SETBACKS \_\_\_\_\_  
EASEMENTS \_\_\_\_\_

ACCESS FROM \_\_\_\_\_  
PERMIT TYPE \_\_\_\_\_

# OF BLDGS \_\_\_\_\_ # OF UNITS \_\_\_\_\_ # OF SQ FT \_\_\_\_\_

PLAN # \_\_\_\_\_ SIDEWALKS? \_\_\_\_\_  
APPEAL # \_\_\_\_\_ DRAINAGE \_\_\_\_\_  
APPEAL # \_\_\_\_\_ BASIN CODE \_\_\_\_\_

TYPE OF CONSTRUCTION \_\_\_\_\_  
OCCUPANCY GROUP/DIV \_\_\_\_\_

COMMENTS \_\_\_\_\_  
\_\_\_\_\_

PVT SEWAGE? \_\_\_\_\_ WATER SRC \_\_\_\_\_  
FLOOD PLAIN? \_\_\_\_\_ FLOOD CODE \_\_\_\_\_ MAP # \_\_\_\_\_  
FLOOD INS? \_\_\_\_\_ EFF YEAR \_\_\_\_\_

**APPLICANT INFORMATION**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY/STATE \_\_\_\_\_ TEL \_\_\_\_\_

RELATIONSHIP TO PROPERTY:  
 OWNER  CONTRACTOR  OWNERS REPRESENTATIVE

**READ REVERSE BEFORE SIGNING**

\_\_\_\_\_  
SIGNATURE OF APPLICANT DATE

**CONTRACTOR INFORMATION**

**FEE INFORMATION**

ESTIMATED COST/ICC VALUE \_\_\_\_\_

\_\_\_\_\_  
Responsible Party for Payment of All Fees

\_\_\_\_\_  
ISSUED BY DATE

# GRADING PERMIT

All provisions of the Laws and Ordinances of the City of Rapid City and the State of South Dakota governing the type of work being done will be complied with, whether specified herein or not.

The granting of a permit does not presume to give authority to violate, cancel, or set aside any of the provisions of the building code, zoning ordinances, or any other local law or ordinance regulating construction or the performance of construction in the City of Rapid City.

Sketch and/or describe work: (use separate sheet, or attach grading plan)

Will grading operation be located in the floodplain?  Yes  No  
If yes, have ordinance requirements been met?  Yes  No

Will grading operation be located in a wetland or in waters of the United States?  Yes  No  
If yes, has a Corps of Engineers 404 Permit been secured?  Yes  No

Will drainage patterns be altered?  Yes  No

Will grading operation take place in a geologically hazardous area?  Yes  No  
If yes, have proper precautions been taken?  Yes  No

Quantity of Grading or Excavation: \_\_\_\_\_ cubic yards. Area to be disturbed by proposed work: \_\_\_\_\_ acres.

For disturbed areas of one or more acres, a Rapid City Area Dust Control Permit is required prior to issuance of this permit.

Air Quality Review: \_\_\_\_\_ Air Quality Permit No. \_\_\_\_\_

Identify types of erosion control to be applied: \_\_\_\_\_

Source/Destination of materials: \_\_\_\_\_

Provide traffic control per Manual on Uniform Traffic Control Devices.

Haul route: \_\_\_\_\_

Buildings constructed on fill shall comply with IBC 1803.5, IBC 106.1, and SDCL 36-18A. Plans shall be stamped by a registered professional per IBC 106.1.

Erosion & Sediment Control Permit application attached?  Yes  No  N/A

A stormwater discharge permit from the South Dakota DENR (605-773-3151) may be required if the work under this application or the overall plan of development will result in the disturbance of over 1 acre of land.

Stormwater permit application attached?  Yes  No  N/A

This permit will expire on: \_\_\_\_\_.

The Development Service Center will be notified upon start of work and completion of work for inspection purposes. (394-4157).

The Development Service Center Inspector assigned to this location is \_\_\_\_\_.

Approved: \_\_\_\_\_ Rapid City Development Service Center

**I CERTIFY THAT I HAVE READ AND UNDERSTAND AND AGREE TO ALL TERMS AND CONDITIONS SET FORTH HEREIN THIS ENTIRE DOCUMENT.**

**I SPECIFICALLY UNDERSTAND THAT BY SIGNING THIS DOCUMENT I AM AGREEING TO BE JOINTLY AND SEVERALLY RESPONSIBLE, PERSONALLY, AND FOR ANY AND ALL WORK DONE UNDER THIS PERMIT.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Plans Received By

\_\_\_\_\_  
Date

## Public Works - Engineering Services

City of Rapid City

300 Sixth Street, Rapid City, SD 57701-2724

Phone: (605) 394-414

Fax: (605) 355-3083

Web: www.rcgov.org

## Grading Permit

### Grading fees are based upon cubic yards (CY) of excavation or fill (whichever is greater)

**Description:** A Grading Permit is required in accordance with Chapter 15.12 of the Rapid City Municipal Code (RCMC) for all work involving grading, excavation, or earthwork within the City of Rapid City, unless exempted. Grading Permits are applicable and issued for work on private property. See Section Five of the Infrastructure Design Criteria Manual (IDCM) for a full description of grading permit requirements.

**NOTE:** Any work within public streets or rights-of-way shall be in accordance with a separate right-of-way work permit issued by the City of Rapid City per §12.08.040 RCMC.

#### Materials required of the Applicant:

1. Minimum of three (3) copies of the site plan prepared by a registered Engineer, showing to scale the property on which the work is to be performed; the location of the proposed grading work on the property; existing and proposed finished grades, with contours at intervals appropriate to the nature and intent of the work and the site (generally the interval between contours should be a minimum of one foot (1'), and maximum of five feet (5'.); any existing structures or improvements on the site; lot lines; any easements located on the property such as for drainage, utility, or access; any wetlands or floodplains located on or immediately adjacent to the property; and distance from lot lines to the work location(s). A registered landscape Architect may prepare the data required when the grading permit is for a recreational facility.
2. A soils report prepared by a registered soils Engineer identifying the nature and distribution of existing soils; conclusions and engineering recommendations for grading procedures; soil design criteria for any structures or embankments required to accomplish the proposed grading; and, where necessary, slope stability studies, and recommendations and conclusions regarding site geology.
3. An analysis of site drainage prepared by a registered Engineer, demonstrating that the discharge rate of runoff from the site will not exceed that which existed prior to grading, and the anticipated flows and capacity of all conveyance facilities transporting or receiving the runoff.
4. Sediment and erosion control plans showing temporary and permanent measures (best management practices) to stabilize the site and prevent sediment discharge during and after completion of the grading activities. The best management practices may include structural or vegetative measures, and must be appropriate for all stages of the grading work through final stabilization. Failure to implement

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and maintain best management practices or stabilization measures may result in a violation of the permit conditions.

5. Location(s) of off-site sources for fill or waste sites, proposed haul routes and proposed locations for access to public streets, highways, or rights-of-way.

### Procedure:

6. Upon receipt of the required application and supporting information, staff will route the information for review.
7. Within two (2) weeks, the City shall provide the applicant with review comments or issue a grading permit.

### Exempt Grading Activities:

1. Grading incidental to and identified in plans submitted for construction of a structure for which a building permit has been issued under the International Building Code or the One and Two Family Residential Code, as adopted by the City of Rapid City, including excavation for structures covered by the building permit.
1. Grading in an isolated, self-contained area, provided the total amount of grading does not exceed fifteen (15) cubic yards, there is no danger to the public, and that such grading will not adversely affect adjoining properties.
2. Cemetery graves.
3. Refuse disposal sites controlled by other regulations.
4. Excavations for wells.

5. Utility trenches.
6. Mining, quarrying, excavating, processing or stockpiling of rock, sand, gravel, aggregate, or clay under regulations of other authorities, such as the State of South Dakota, provided that such operations do not affect the lateral support of, or significantly increase stresses in, soil on adjoining properties.
7. Exploratory excavations performed under the direction of a registered design professional, such as soil borings or test pits. Any pits, borings, or excavations should be suitably backfilled or plugged following completion of tests, sampling, or observations. Interpretations of applicability of exemptions or the need for a Grading Permit will be made by the City Building Official. In evaluating exemptions, factors such as location of the work relative to other properties, quantity of earthwork to be performed, size of the disturbed area, impact on public right-of-way or infrastructure, steep grades or slopes on the property, the existence of stability or soil problems in the vicinity, and drainage impacts will be considered.

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χ	APPLICANT		STAFF	χ
	Complete application which shall include: site address, owners name, applicants name, contact information and telephone number, all information on second page completed			
<b>SITE PLANS MUST INCLUDE THE FOLLOWING INFORMATION</b>				
	Signed stamped grading plan(s) prepared by a Professional Engineer			
	Location of existing buildings, easements, lot lines, wetlands, and floodplains on or directly adjacent to the site			
	Geotechnical Report signed and sealed by a Professional Engineer			
	Stormwater report signed and sealed by a Professional Engineer			
	Topography with contour intervals of not more than five feet (5')			
	Location and haul route for fill or waste site(s)			
	A minimum of three (3) large copies of the plan(s).			
	<b>APPLICANT SIGNATURE:</b>	<b>DATE:</b>	<b>STAFF SIGNATURE:</b>	<b>DATE:</b>