

# Permit Requirements

Information for contractors and homeowners regarding when and why various permits are required to be obtained.



City Hall  
Building and Zoning Departments  
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# What's the reason for getting a permit?

Obtaining a permit and requesting the necessary inspections provides the property owner or contractor the following:

1. A permanent record of the work performed and the inspections conducted for insurance needs, resale value, and general knowledge of the history of the property.
2. To assure a level of work that is “code compliant” resulting in a confident level of safety and lasting construction with the intent of avoiding future problems.
3. Work that has been completed without the proper permits and inspections becomes a liability to the property owner and contractor. Work that has been completed without a permit may require an engineering evaluation and report, possible destructive testing, removal of wall coverings, and the replacement of plumbing or other various elements of the un-permitted construction.

In other words, obtaining a permit and getting the work approved by an inspector provides peace of mind to the property owner or contractor that the completed work will perform as intended and provide a safe and code compliant project.

# When is a permit required?

A permit is required where any property owner or contractor intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building, structure, or property. When questioning if a permit is required to be obtained, please contact the City of Aberdeen Building Inspection Department.

Examples of work that require a permit include, but are not limited to, the following:

1. Construction of a new residential dwelling.
2. Construction of an addition to an existing dwelling.
3. Construction or placement of a detached shed or garage.
4. The installation, repair, or replacement of all fencing.
5. Exterior/interior repairs such as the replacement of siding, windows, doors, decks/porches, and roof coverings such as asphalt shingles and metal panels.
6. Finishing of unfinished rooms, floors, stories, and basements.

# When is a permit NOT required?

A permit is not required to be obtained from the City of Aberdeen for the following projects:

## **Building Improvements:**

1. Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall.
2. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.
3. Painting/papering.
4. Repairing or replacing tiling, flooring, cabinetry, counter tops, trim/casing, interior doors (excluding shared garage/house doors), soffit, fascia, and gutters.
5. Window awnings supported by an exterior wall that do not project more than 54 inches from the exterior wall and do not require additional support.
6. Swings and other playground equipment.
7. Prefabricated swimming pools that do not exceed a capacity of 5,000 gallons.

## **Electrical:**

Please contact the South Dakota Electrical Commission regarding electrical permit requirements:

South Dakota Electrical Commission  
Department of Labor and Regulation  
308 S. Pierre Street  
Pierre, SD 57501  
Phone: 605-773-3573  
Fax: 605-773-6213

## **Plumbing:**

1. Stopping leaks and clearing stoppages in drains, water, soil, waste or vent pipe. A permit is required to be obtained for the replacement of any concealed trap, drainpipe, water, soil, waste or vent pipe.
2. The repair or replacement of existing plumbing fixtures such as sinks, toilets, faucets, shower heads, hose bibs, and water filters. A permit is required where new plumbing fixtures are added or existing plumbing fixtures are moved from their original location and require new drain and vent pipe to be installed.

# Applying for a Permit

When applying for a permit, construction documents may be required for review prior to the issuance of a permit. See the table below for examples of what type of documents are required for review prior to receiving a permit for a specific project. When questioning what plans or documentation may be required for review, feel free to call the City of Aberdeen Building Inspection Department for documentation requirements.

<u>Type of Work</u>	<u>Site Plan</u>	<u>Floor Plan</u>	<u>Foundation Plan</u>	<u>Exterior Elevations</u>
New House and Attached Garage	X	X	X	X
New House and Detached Garage	X	X	X	X
Detached Garage - 201 Square Feet and Larger	X	X	X	X
Finishing of a Currently Unfinished Space		X		
Remodel of a Currently Finished Space		X		
Replacement of Siding, Windows, Shingles, etc.				
Installation or Replacement of Fencing	X			

Notes:

- A. Site Plan – Indicating required setbacks from property lines.
- B. Exterior Elevations – Indicating the style and number of stories of the building/structure.
- C. Foundation Plan – Includes the type and size of foundation being used.
- D. Floor Plan – All finished floors.

\*A copy of reviewed construction documents and any engineered drawings shall be available for reference on the job site.

# Building Permit Inspections

The nature and frequency of inspections conducted by the Building Inspection Department differs depending on the character of the work that was permitted for. It shall be the duty of the person doing the work authorized by a permit to notify the Building Inspection Department that such work is ready for inspection. When questioning if an inspection is required, feel free to contact the City of Aberdeen Building Inspection Department for verification.