

CONTRACTOR NEWS

City of Sturgis

March 2018

Use on Review vs. Variance

The Department of Planning and Permitting in the City of Sturgis is responsible for the issuance of development and building permits throughout the City. However, there are cases in which strict application of an ordinance may hinder the development and use of personal property. These cases are handled through conditional use (Use on Review) and variance applications.

A Use on Review is a conditional use to utilize property in a way that is otherwise not defined or allowed within its designated zoning district. The Use on Review application process allows the City to ask for public comment and determine if the proposed use is a desirable and positive use within the neighborhood. The following are examples of activities that may require a Use on Review:

- An in-home business, including daycares, within a residential district, particularly when there are customers visiting the home (most common).
- An in-home accounting business outside a commercial district that has employees.
- Living space within an industrial zoning district.

Each application for a Use on Review is considered on a case-by-case basis. Applications are reviewed by the Planning Commission and the City Council through a public hearing process. If approved, the use is reviewed by staff, typically on an annual basis, and may have certain conditions attached.

A variance is considered 'limited permission' by the City for a property owner to depart from the regulations of the zoning ordinance. For example, if a landowner would like to build a detached garage that will not meet the setbacks due to the topography of his lot, he may apply for a variance to ask for a narrower setback. Along with setback variances, other examples may include variances to frontage requirements, height restrictions, landscaping requirements, lot size, and so on. As with a Use on Review, the application is reviewed by the Planning Commission, public comment is requested, and the City Council holds a public hearing prior to making a final decision. Variances are granted only when the applicant can prove there is a significant hardship that affects the use of his land. Variances are only granted in peculiar or exceptional circumstances; in other words, variances should be a rare occurrence.

For more information about the Use on Review and Variance application process, please contact Laura Abernathy (605) 347-4422 ext. 212. Applications can be completed on-line using the Citizenserve web portal.

Spring Moisture Brings Mud and Stabilization Issues to Work Sites

Everyone knows what you get when you mix snow, rain and dirt. Mud is always a nuisance at any construction site. The problem doesn't end when you leave the site and reach pavement.

Whether its a hard rain washing silt downhill or mud attached to tires, as a contractor, you are responsible. It's against state law and city ordinance to allow any amount of soil to leave a site.

Make sure your site is not in violation by using adequate erosion control and placing gravel at all site exits.

FYI - The application process to obtain a Variance or a Use on Review takes several weeks to complete.

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2017 Building Permit Report

In 2017, the City issued 62 building permits valued at almost \$11 million. This number includes 40 residential and 22 commercial/industrial permits. 2017 was the second highest in total permit valuations.

Water Specifications

The City has specifications for all water projects inside City limits. These specifications outlines required products and procedures. From replacing existing service lines to laying a new water main, these specifications must be followed when performing work within the City limits. The specs do not change the existing procedures, or the MUB ordinance.

In order to perform work within the City, all contractors must be licensed with the City and State of South Dakota and must obtain a permit before starting work. All projects are expected to meet the specifications and standard details.



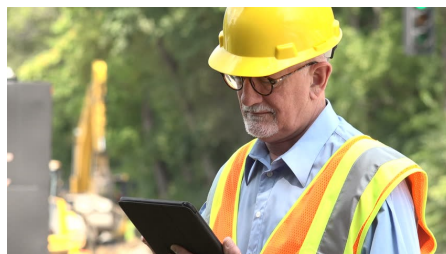
The specs, along with a few new standard details (plates) are available on the city website at Sturgis-sd.gov under the Departments/Engineering tab.

Questions regarding water details may be directed to Dale Olson, Water Superintendent at 490-3135.

Citizenserve - Your One-Stop Shop

In the spring of 2016, the Planning & Permitting Department began using Citizenserve for issuing all building permits as well as contractor licensing and renewals. Now, into our second year of using Citizenserve, the online program has proven to be a great tool for contractors by providing a method to schedule inspections, receive inspection reports, and providing an easy way to communicate with the Planning & Permitting Department. Additionally, the software makes the entire process easy by allowing the submission of permit applications and payments online with a computer or mobile device. Contractors now have more time to work on projects instead of spending time at City Hall.

Citizenserve is timely - allowing users to see inspection reports while in the field by using the online web portal. Immediate information regarding the inspection is available as soon as the report has been completed by the Inspector. If the inspection shows required corrections are necessary, it allows faster response for the contractor to complete the necessary corrections and reschedule another inspection.



These are just a few of the reasons why Citizenserve has become a great tool. If you have not created your log in yet, simply follow the link to the Citizenserve web portal found on the City of Sturgis website and get started.

Contact Us

Give us a call or visit the City website for more information about licensing, permit requirements and code compliance.

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Dave Smith
Director of Planning & Permitting
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Laura Abernathy
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www.sturgis-sd.gov
- Ordinances
- Fees
- Zoning Information
- Public ROW Information
- Licensing Requirements

FYI - City Council meetings are usually held at 6:30 PM the first and third Monday of each month.

Planning & Zoning meetings are usually held at 5:30 PM the first Tuesday, following the first City Council meeting each month.

All meeting schedules are posted on the city website. Sturgis-sd.gov

