

CONDITIONAL USE PERMIT – MINOR AMENDMENT APPLICATION PACKET

Any approved conditional use plan may be amended or withdrawn by the applicant. Permits that are located on parcels outside of the joint jurisdictional areas have some opportunities to make minor amendments to a submitted plan through administrative review. The County Planning Director may approve minor changes to an approved plan without notice or hearings, after consideration of the record from the original public hearing on the plan.

MINOR AMENDMENT LIMITATIONS

Minor changes may include but are not limited to the following:

- Minor relocation or reorientation of buildings, lot lines, or easements
- Relocation of points of access if approved by the appropriate road authority
- Relocation of internal access and circulation
- Relocation or rearrangement of parking areas
- Reduction in the designated parking spaces, but not less than required under Article 15.00
- Reorientation of landscaping

APPLICATION REQUIREMENTS

Applications for a minor amendment must include a completed application form (attached), a written description of the proposed amendment, suggested text for amendments to the conditional use permit regulations, and the \$50 non-refundable application fee and must be submitted prior to approval of the minor change.

ADDITIONAL CONSIDERATIONS

Major changes (and changes to plans located within joint jurisdictional areas of Sioux Falls and Dell Rapids) to an approved conditional use plan shall follow the public hearing approval process in Section 19.05. Major changes may include but are not limited to major relocation or reorientation of buildings which have external impacts on adjacent property; reduction in landscaping, an increase in the provision of utilities or infrastructure demands; increase in sign height or sign size.



Administration Building, 3rd Floor
415 N. Dakota Avenue, Sioux Falls, SD 57104

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**CONDITIONAL USE PERMIT – MINOR AMENDMENT
APPLICATION CHECKLIST**

- Complete application form

- Written description of the proposed amendment along with suggested text for any necessary amendment to the Conditional Use Permit regulations.

- Revised site plan if the amendment includes changes such as a revised street layout or lot layout.

- \$50 permit application fee.



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Minnehaha County Planning & Zoning

**CONDITIONAL USE PERMIT
MINOR AMENDMENT
APPLICATION FORM**

Application #:	_____
Date:	_____
Filing Fee:	\$50 _____
Receipt #	_____

Original Permit Number: _____

Legal Description of Property: _____

Address or General Location: _____

Map ID #: _____

Parcel ID #: _____

Zoning District: _____

Acres in Parcel(s): _____

Description of Proposed Amendment: (attach proposed text change)

I/We, the undersigned, do hereby petition for approval of an amendment to a conditional use permit on the above described property and authorize representative of Minnehaha County to enter the property now and in the future for inspection purposes.

Applicant: (print) _____

Signature: _____ **Date:** _____

Daytime Phone: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Email Address: (not required) _____

.....

Owner: (print) _____

Signature: _____ **Date:** _____

Daytime Phone: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Office Use only
Approved By:

Signature:

Date:

FILING FEE IS NON-REFUNDABLE



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