

Commercial Razing Permit Submittal Requirements

- The general contractor/permit holder is responsible for compliance with all codes, ordinances and other applicable regulations. Plan review, permit issuance, and field inspections do not absolve the general contractor/permit holder of that responsibility.
- The duties of the building officials are to enforce compliance with the [locally adopted building codes](#). Code books may be purchased at the [International Code Council's online webstore](#).
- Inadequate plans will delay the plan review process and permit issuance.
- Submitted files must clearly and concisely indicate the location, nature, and extent of the project.
- This office is authorized to require additional information to verify compliance with the code.
- The submittal documents must clearly only reflect the scope of work for the permit being applied for. Additional work shown in the documents that is outside the scope of the project must be labeled “Future - for reference only”.
- This constitutes a basic list of the minimum requirements. Other departments listed below may have other requirements and should be consulted.
 - Engineering
 - Floodplain Manager
 - Historic Preservation
- Potential resources for help with the drawings: aerial image from Google Earth or similar, drafting companies, lumber companies, contractors, architects, engineers, copy centers, etc.

Format

- See [Commercial PDF Document Information](#) for detailed information.
- Submit ONE COMBINED PDF of all required information, in person on a flash drive or CD, or submit through our online CSS portal at siouxfalls.org/CSS. If submitting in person, a [Commercial Plan Review Application](#) must accompany the submittal.
- PDFs that are electronically signed, protected or PDF/A formats will not be accepted.

Razing Projects

- An aerial view of the property with the building to be razed indicated. A PDF of an aerial view from Google Earth is acceptable.
- Indicate whether or not the foundation will be removed. If not removed, indicate the method of protecting the public from the site.
- Indicate whether or not there is a sewer service to the building. If there is one, a sewer cap permit must be obtained from Engineering.

The above mentioned information is a summary of the requirements for Building Services and not to be construed as all-inclusive or absolute with regard to submittal requirements or code compliance. Additional information may be required from this and other departments for permit issuance.