

Return Completed Form To:  
**Planning and Zoning**  
108 Sherman Street  
Deadwood, SD 57732



Questions Contact:  
**Kevin Kuchenbecker**  
(605) 578-2082 or  
kevin@cityofdeadwood.com

Application No. \_\_\_\_\_

## APPLICATION FOR PLAT

**Application/Filing Fee: \$200.00 per lot**

**The application fee needs to be paid when plat is submitted to the Planning and Zoning Office.**

**Applicants:** Please read thoroughly prior to completing this form. Only complete applications will be considered for review. Applications must be received no later than fifteen (15) days prior to the P&Z Commission meeting. Mylar(s) must be received by the Planning and Zoning office no later than the Wednesday before the scheduled meeting. The Planning and Zoning Commission meets the first and third Wednesday of each month.

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owner Phone Number: \_\_\_\_\_

Full Legal Description of Property: \_\_\_\_\_

\_\_\_\_\_

Purpose of this Plat: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Summary of this Plat: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 1. The following documents shall be submitted:

- a. An improvement survey, including all easements,
- b. Development plan, including site plan with location of buildings, usable open space, off-street parking, loading areas, refuse area, ingress/egress, screening, proposed or existing signage, existing streets, and
- c. A copy of the full legal description from the Lawrence County Register of Deeds Office.

Check the box to confirm the following information is included on the plat and is accurate:

- ☐ The North Arrow is shown on the plat with a direct reference to the coordinate mapping system.
- ☐ Land is identified with a new legal description for the transfer of the land.
- ☐ Surveyor's Certificate is shown with the name of the surveyor and his registered land surveyor number.
- ☐ A date is shown on the plat and serves to "fix in time" the data represented on the plat.
- ☐ The street bounding the lot is shown and named.
- ☐ All certifications are indicated and correct on the plat.
- ☐ Dimensions, angles, and bearings are shown along the lot lines.
- ☐ Scale of the plat is shown and accompanied with a bar scale.
- ☐ Area's taken out of the mineral survey and remaining acreage is indicated on the plat.
- ☐ I understand I am required to have the Lawrence County Register of Deeds email a digital copy of the completed final copy of this plat to kevin@cityofdeadwood.com.

Signature of Owner/Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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***Staff Use Only***

Fee: \$ _____	Paid On _____	Receipt Number _____
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<b>PLANNING AND ZONING ADMINISTRATOR:</b>			
Approved/P&Z Administrator:	Yes	No	Signature: _____ Date: _____
<b>PLANNING AND ZONING COMMISSION:</b>			
Approved/P&Z Commission:	Yes	No	Date: _____
<b>DEADWOOD BOARD OF ADJUSTMENT:</b>			
Approved/Board of Adjustment:	Yes	No	Date: _____

Reason for Denial (if necessary): \_\_\_\_\_