

PLANNED DEVELOPMENT - MINOR AMENDMENT APPLICATION PACKET

Minor amendments to the Initial and/or Final Development Plan of a Planned Development District may be approved by the Planning Commission.

Minor Amendments may include:

- Any change in the size or shape of a building.
- Any increase in building height or setbacks.
- A major decrease in density.
- Any decrease in the size of required open areas.
- A minor change in the street pattern.
- Any increase in density of a subarea:
 - » Less than 25% for a subarea with less than eight units.
 - » Less than 15% for a subarea with nine to twenty units.
 - » Less than 8% for a subarea with twenty-one units or more, or
- Any change in the number of parking spaces.

APPLICATION REQUIREMENTS

Minor amendments to the Initial Development Plan may also be made as part of the Final Development Plan approval. Any amendments shall be shown as a change on the Final Development Plan from the Initial Development Plan.

Applications for a minor amendment must include a completed application form, a written description of the proposed amendment, suggested text for amendments to the district regulations, and the \$50 non-refundable application fee. The application must also be submitted by the deadline preceding a Planning Commission meeting. If the amendment entails a minor change in street patterns, or is being done as part of a Final Development Plan, a revised plan of the development will also be required as part of the application.

APPROVAL PROCESS

The Planning Commission typically meets the fourth Monday of each month (except December and holidays). The application deadline for the meeting is thirty days before the meeting. The county must publish notice of the commission hearing in the official county newspaper. You will also be provided with a notification sign that must be posted on your property at least one week before the meeting.

At the meeting, the Planning Commission will hear the background information from staff and will gather input from both proponents and opponents of the application. They will then take action to approve or deny the application.



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

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**PLANNED DEVELOPMENT - MINOR AMENDMENT
APPLICATION CHECKLIST**

- Complete application form.
- Written description of the proposed amendment along with suggested text for any necessary amendment to the Planned Development District regulations.
- Revised site plan if the amendment includes changes such as a revised street layout or lot layout.
- \$50 Non-refundable application fee.



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Minnehaha County Planning & Zoning

**PLANNED DEVELOPMENT
- MINOR AMENDMENT
APPLICATION FORM**

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

FILING FEE IS NON-REFUNDABLE

Legal Description of Property: _____

Address or General Location: _____

Current Development District: _____

Purpose of proposed amendment: (attach proposed text change)

I/We, the undersigned, do hereby petition for approval of an amendment to a planned development district on the above described property and authorize representatives of Minnehaha County to enter the property now and in the future for inspection purposes.

Applicant: (print) _____

Signature: _____ **Date:** _____

Phone Number: _____

Address: _____

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

Email Address: _____

.....

Owner: (print) _____

Signature: _____ **Date:** _____

Phone Number: _____

Address: _____

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

<i>Office Use only</i>
Checked By: _____
Given Signs: _____
Site Plan: _____
Add'l Reports: _____
PC Date: _____
CC Date: _____
<i>Jurisdiction:</i>
_____ County
_____ Sioux Falls
_____ Dell Rapids



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