

Permit Requirements:

A building permit is required when changes are being made to the bearing members or area of a structure or when areas are being finished or remodeled.

Things that **do not** require a permit:

- Replacing existing windows/doors with like-sized windows/doors.
- Painting, papering, tiling, carpeting, flooring, cabinets, counter tops, and similar finish work.
- Replacement of exterior siding or trim.
- Swings and other playground equipment.

Frequently Asked Questions- Basement Finishing Permits:

Q1. What inspections do I need to finish my basement?

A1. A building permit must first be obtained from the City. If plumbing or electrical wiring is being installed or modified, state permits must also be obtained. The permit includes two types of inspections, building and mechanical. Regardless of the work performed, both inspectors need to complete their two inspections, rough-in and final.

Q2. Do I need a mechanical inspection?

A2. Yes, all basement finishing projects need to have both the building and mechanical inspector sign off on the project, even if no vents, ductwork, fireplaces, or furnaces are being installed or modified.

FAQ - Basement Permits *(Continued)*

Q3. When do inspections need to be completed?

A3. Inspections should occur at the end of the rough-in phase and upon substantial completion of the project. The rough-in inspection is done after all wall studs have been installed but before any sheet rock has been attached to the studs. The rough-in may differ for each inspector depending on the project and the inspectors should be contacted to answer any questions. The final inspection is a final walk through that is designed to make sure all changes have been made as needed and all safety issues are addressed. All inspectors will need their own final inspection.

Q4. What do I need to have done to finish my basement?

A4. All sheetrock, doors, windows, ductwork, hand railings, and smoke detectors need to be in place.

Q5. Does the area under the stairs need to be finished when I finish my basement?

A5. Yes, if the area under the stairs is enclosed. The under-stair surface, walls, and any soffits on the enclosed side must be covered with ½" thick sheetrock.

Q6. Does there need to be a barrier separating finished areas from unfinished areas?

A6. No.

Q7. How much does a permit Cost?

A7. Please contact building services for a fee estimate.

Q8. How long is a permit good for?

A8. Permits expire **one year** after they are issued. An extension to this period is available by contacting building services prior to expiration.

Frequently Asked Questions- Deck Permits:

Q9. Do I need a permit to repair my deck?

A9. You do not need a permit to replace deck surface boards or rail spindles. You need to obtain a permit if you replace any of the deck support structure.

Frequently Asked Questions-

Mechanical Permits:

Q10. When is a permit required for mechanical work required?

A10. Any time an air duct, ventilation system, furnace, water heater, gas fireplace, garage heater, etc. is installed, altered, or replaced a mechanical permit is required.

Q11. Why is a permit required for mechanical work?

A11. Permits are required to ensure that the work complies with manufacturer's standards and building codes.

Contact Information:

Building Services:

301 E. Willow Street

Harrisburg, SD 57032

Email: buildingservices@harrisburgsd.gov

Phone: 605-767-5010

Building Inspector: Bill Pearson

Phone: 605-767-5011

Mechanical Inspector: Steve Robertson

Phone: 605-595-3527

State Plumbing Commission:

308 S. Pierre St.

Pierre, SD 57501

Phone: 605-773-3429

<https://dlr.sd.gov/plumbing/default.aspx>

State Electrical Commission:

308 S. Pierre St.

Pierre, SD 57501

Phone: 605-773-3573 or 1-800-233-7765

<https://dlr.sd.gov/electrical/default.aspx>

How to obtain a permit:

A permit can either be started in person at the City Office at 301 E. Willow Street or from the City's website (www.Harrisburgsd.gov) under the Building Services Department and the completed application and supplemental documents emailed to buildingservices@harrisburgsd.gov .

If information has been submitted and staff has contacted you to let you know that your permit is ready to be signed and paid for, then the process of stopping at the City Office is estimated to take around 5 minutes.

If no information has previously been submitted and you are able to stop in to apply for a building permit, the process is estimated to take around 10-15 minutes.

Please note there is no guarantee that a building permit will be issued the same day that an application is received; please plan ahead and contact building services in advance.

Building and Mechanical Permits

Frequently Asked Questions



Building Services
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