



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

Growth Management Department

300 Sixth Street

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February 23, 2009

Mr. John Skulborstad
4600 Feather Ridge Court
Rapid City, SD 57702

RE: Owner's Signature on Planned Development Applications

Dear John,

The purpose of this letter is to confirm our conversation regarding the Growth Management Department's policy relative to the property owner's signature being required to appear on the application form prior to being accepted as a complete application.

As we discussed, it is the Growth Management Department's policy to require the property owner's signature on all development applications. The reason for this requirement is that on at least two occasions, a property owner stood up during the Planning Commission meeting and indicated that they were not aware of an application being made for their property. To avoid this situation occurring again and in consultation with the Planning Commission, staff undertook this policy.

Relative to the possible application by I-Wireless seeking a Major Amendment to the Planned Development previously approved (and revised) for the property located at 4600 Feather Ridge Court, staff was contacted by representatives of that company indicating that they were unable to obtain your signature on the application. At that time, they requested documentation of the requirement for the owner's signature on the application form. The representatives indicated that the lease to Cellular Inc. Network Corporation d/b/a/ Verizon Wireless for the property authorized the use of the property without further consent by the Lessor. They provided a copy of the signed lease for staff to review.




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After reviewing the matter and the lease with Mike Schad, Assistant City Attorney, the Growth Management staff was advised that the property owner's signature could not be required on the application. As such, the I-Wireless representatives were notified of that determination.

I hope this information adequately documents the specific facts in this situation and the reasons that the owner's signature will not be required on the Major Amendment application for this property. If you have any additional questions, please feel free to contact me at 605-394-4120.

Sincerely,



Marcia Elkins
Growth Management Director

xc: Mayor Hanks
Mike Schad