

## ORDINANCE NO. 3955

**AN ORDINANCE ESTABLISHING THE DEPARTMENT OF GROWTH MANAGEMENT BY ADDING CHAPTER 2.47 TO THE RAPID CITY MUNICIPAL CODE.**

WHEREAS, the City of Rapid City has enacted ordinances to govern the development of land, the use of land and the construction of structures within the City of Rapid City and within areas surrounding the City of Rapid City; and

WHEREAS, the City of Rapid City has assigned to various City departments the responsibility for administering these ordinances; and

WHEREAS, the City of Rapid City has determined that the administration of all land development, land use, and construction ordinances should be managed within a single department;

NOW THEREFORE, BE IT ORDAINED by the City of Rapid City that the Rapid City Municipal Code is hereby amended to add a new chapter to title 2 designated chapter 2.47; and

BE IT FURTHER ORDAINED by the City of Rapid City that the sections of Chapter 2.47 shall read as follows:

**2.47.010 Department of Growth Management created.**

There is hereby created by the Rapid City Common Council a department to be known as the Department of Growth Management, whose function shall be to coordinate all community planning and development activities, building permitting and associated inspections, and geographic information systems for the City of Rapid City.

**2.47.020 Director created.**

A. There is hereby created the office of the Director of the Growth Management Department. The Director shall be appointed by the Mayor with approval by the Council and shall serve at the pleasure of the Mayor.

B. The duties of the Director of Growth Management shall be as follows:

1. Administer all operations in the Growth Management Department.
2. Supervision of all employees assigned to the Growth Management Department and recommend to the Mayor and Council appropriate staffing levels throughout the Department.
3. Annually prepare and submit to the Mayor and Council a proposed budget for the Department.

4. Act as the liaison to the Planning Commission.
5. Act as the Executive Director of the Metropolitan Planning Organization.
6. Insure the efficient operation of the Growth Management Department.
7. Provide input to the Mayor, Council and other City boards and committees to insure the continued efficient operation of the department while protecting the health, safety and welfare of the community.

**2.47.030 Development services division.**

The Development Services division of the Growth Management Department is hereby created and shall consist of the Building Permit Review Team and the Development Review Team.

- A. The Building Permit Review Team shall be responsible for building permit issuance, plans review and all other functions as assigned by the Director of City Growth Management.
- B. The Development Review Team shall review and process development applications including, re-zoning requests, within the City and all subdivision applications within the City and within the City's extraterritorial jurisdiction as established by state law and city ordinance. The Development Review Team shall perform other functions as assigned by the Director of Growth Management.

**2.47.040 Community planning division.**

The Community Planning division of the Growth Management Department is hereby created and shall be responsible for future land use planning, annexation planning and implementation, transportation planning and community development coordination with other governmental entities, including community development block grants. The Community Planning division shall perform other functions as assigned by the Director of Growth Management.

**2.47.050 GIS division.**

The GIS division is hereby created and shall be directly responsible for collecting geographic information and maintaining the geographic information system. The GIS division shall perform other functions as assigned by the Director of Growth Management.

CITY OF RAPID CITY

ATTEST:

\_\_\_\_\_  
Mayor Jim Shaw

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Finance Officer

(SEAL)

First Reading:

Second Reading:

Published:

Effective: