



# CITY OF RAPID CITY

## RAPID CITY, SOUTH DAKOTA 57701-5035

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### Growth Management Department

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### MEMORANDUM

**TO:** Legal and Finance Committee

**FROM:** Rapid City Electrical Board

**DATE:** January 21, 2010

**SUBJECT:** Request for authorization to charge Administrative Fees per State Wiring Bulletin ARSD 20:44:20:12 and Rapid City Municipal Code 15.16

The Rapid City Electrical Board is recommending that the City of Rapid City begin collecting administrative fees allowed by the State Wiring Bulletin ARSD 20:44:20:12 and Rapid City Municipal Code 15.16 (80.7 c).

Currently the State Wiring Bulletin ARSD 20:44:20:12 and Rapid City Municipal Code 15.16 (80.7 c) require that permit applicants make required corrections, and have the corrections re-inspected within 30 days. Some permit applicants in Rapid City are delinquent on making required corrections and arranging for re-inspections.

The South Dakota State Electrical Commission adopted the State Wiring Bulletin (ARSD 20.44.20.12). The South Dakota Wiring Bulletin requires that an administrative fee is charged to any permit applicant who fails to make corrections within thirty days. However, the Rapid City Municipal Code states that the administrative fee *may* be charged. To date the fee has not been charged. On January 6, 2010 the Rapid City Electrical Board passed a motion to recommend that the administrative fee be charged to delinquent permit applicants who have failed to make corrections within 30 days. The administrative fee is \$100. This tool encourages applicants to make corrections on a timely basis eliminating safety hazards.

**The Rapid City Electrical Board recommends that Administrative Fees be charged to delinquent permit applicants per the State Wiring Bulletin and the Rapid City Municipal Code.**



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