



**CITY OF RAPID CITY**  
RAPID CITY, SOUTH DAKOTA 57701-2724  

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**MEMORANDUM**

TO: Mayor and City Council

FROM: Joel P. Landeen, City Attorney

DATE: 2/9/12

RE: Signature Requirement for Applications Submitted Pursuant to Title 16

The Second Floor Committee has made a recommendation that the signature of the property owner, or their designated agent, be required for any application submitted pursuant to Title 16. This recommendation is a companion to the proposed ordinance for Title 17. The proposed ordinance would be added to Chapter 16.04 of Title 16 to read as follows:

**16.04.110 Owners signature required.**

Any application submitted pursuant to Title 16, must be signed by the owner(s) of the property identified in the application, or by their designated agent. If a property identified in an application has more than one owner, the signature, or authorization, of all owners is required. If an application is not specific to a particular parcel or tract, no owner's signature is required.

**RECOMMENDATION:**

Staff requests that you approve second reading of Ordinance No. 5772 so it includes the above section.