

**AN ORDINANCE TO AMEND PROVISIONS CONCERNING  
CONSOLIDATION PLATS AND LOT LINE ADJUSTMENT PLATS BY  
AMENDING SECTION 16.08.100 OF THE RAPID CITY MUNICIPAL CODE**

WHEREAS, the City of Rapid City has adopted platting and subdivision procedures in Title 16 of the Rapid City Municipal Code; and

WHEREAS, R.C.M.C. 16.08.100 provides for administrative approval of plats which consolidate two or more lots or parcels, or plats which relocate lot lines between no more than 5 lots or parcels; and

WHEREAS, the Common Council wishes to clarify that the procedure for consolidation plats and lot line adjustment plats is not appropriate for unplatted property; and

WHEREAS, the Common Council believes it to be in the best interests of the health, safety, and general welfare of its citizens to amend R.C.M.C. 16.08.100 to provide that lot line adjustment plats and consolidation plats are not permissible for unplatted property.

NOW THEREFORE, BE IT ORDAINED by the City of Rapid City that Section 16.08.100 of the Rapid City Municipal Code is hereby amended to read in its entirety as follows:

**16.08.100 Consolidation plats and lot line adjustment plats.**

A. *Description.* Consolidation plats are used to consolidate 2 or more lots ~~or parcels~~. Lot line adjustments involve the relocation of lot lines between no more than 5 lots ~~or parcels~~. Consolidation plats and lot line adjustment plats shall not include any unplatted property.

B. *Review.* The owner and/or designated agent shall submit the required application, fees, signed plat document (mylar), the specified number of copies of the consolidation plat or lot line adjustment plat and other specified information to the Department. Upon receipt of a complete application and the required information, the Director shall provide all information to DRT. The DRT team shall have 13 working days from receipt of the application to complete their review and to approve, deny, or suspend the application. Applications not acted on within 13 working days of submittal (approved, denied or suspended) shall be deemed approved. The plat document shall be signed by the Director and recorded at the Pennington County Register of Deeds. The approval, denial, or suspension shall be provided to the owner and/or designated agent.

C. *Suspended timelines.* If the Director determines that the application for a consolidation plat or a lot line adjustment plat does not contain the specified and required information, the review timeline shall be suspended and the owner and/or designated agent shall be notified of the deficiency. When complete and sufficient information is provided by the owner and/or designated agent, the review timeline shall be re-engaged, with an additional 3 working days added to the remaining balance of the review timeline. Applications suspended for more than 90 consecutive days shall be denied by the Director. Applicants may appeal to the City Council for extensions, providing that the appeal is heard within 90 days of the suspension.

D. *Appeal of suspended timelines.* When the owner and/or designated agent do not concur with the Director regarding the information required for the consolidation plat or lot line adjustment plat, an appeal can be filed to the City Council. The City Council may approve or deny the consolidation plat or lot line adjustment plat in its entirety, upon the applicant's request, with consideration being given to the disputed item(s).

E. *Approval criteria.* The Director or City Council as applicable shall approve a consolidation plat or lot line adjustment plat if the plat and all supporting documents comply with the following approval criteria:

1. The adjustment does not increase the number of lots ~~or parcels~~;
2. The adjustment does not alter a recorded easement without the prior approval of the easement holder;
3. The correction or revision will not create any nonconformities, or increase the degree of nonconformity of any existing structure or use; and
4. The street right-of-way locations will not be changed.

CITY OF RAPID CITY

---

Mayor

ATTEST

---

Finance Officer

(seal)

First Reading:  
Second Reading:  
Published:  
Effective: