

## PENNINGTON COUNTY STANDARDIZED FEES

| Updated: 05.09.2024  |         |  |                     |
|--|---------|--|---------------------|
| TYPE   | TAXABLE | COST   | DEPARTMENT          |
| 24/7 Fees  |         | See SDCL 1-11-33   | 24/7                |
| Archive Research (Treasurer's records)   | x       | \$25/hour  | Treasurer           |
| Affidavits of Labor  |         | \$30.00 for first claim + .25 additional claims                    | Register of Deeds   |
| Alcohol & Drug +Eval (in depth eval)   |         | \$250.00   | ATS/Detox           |
| Alcohol & Drug Eval  |         | \$150.00   | ATS/Detox           |
| Application Fee - Approach Permit  |         | \$250.00 + \$2,500 surety deposit for construction or improvements | Highway             |
| Application Fee - Conditional Use Permit   |         | \$500.00   | Planning & Zoning   |
| Application Fee - Flood Plain Development Fee                                    |         | \$125.00   | Planning & Zoning   |
| Application Fee - Plat   |         | \$350.00   | Planning & Zoning   |
| Application Fee - Plat Vacation  |         | \$350.00   | Planning & Zoning   |
| Application Fee - Rezoning   |         | \$500.00   | Planning & Zoning   |
| Application Fee - Planned Unit Development                                       |         | \$930.00   | Planning & Zoning   |
| Application Fee - Section Line Vacation  |         | \$500.00   | Planning & Zoning   |
| Application Fee - Section Line Construction                                      |         | \$250.00   | Planning & Zoning   |
| Application Fee - Subdivision Regulations Variance                               |         | \$500.00   | Planning & Zoning   |
| Application Fee - Tax Increment Financing District                               |         | \$1,000.00   | Planning & Zoning   |
| Application Fee - Telecommunication Permit                                       |         | \$1,000.00   | Planning & Zoning   |
| Application Fee - Vacation/Relocation of Easement or ROW                         |         | \$500.00   | Planning & Zoning   |
| Application Fee - Variance   |         | \$500.00   | Planning & Zoning   |
| Arrest/Bench Warrant   |         | \$25.00  | Sheriff             |
| Audio Reproduction   | X       | 35.00/hr   | Dispatch            |
| Building Permits (Accessory)   |         | Minimum of \$30.00   | Planning & Zoning   |
| Building Permits (Commercial)  |         | Minimum of \$100.00  | Planning & Zoning   |
| Building Permits (Residential)   |         | Minimum of \$30.00   | Planning & Zoning   |
| Certified Copy of Birth and Death Certificates                                   |         | \$15.00  | Register Of Deeds   |
| Certified Copy of Marriage Certificate   |         | \$15.00  | Register of Deeds   |
| Certified Copy of Document of Record   |         | \$5 first page + \$1 each pg thereafter                            | Register of Deeds   |
| Commission Minutes Research  | X       | \$30.00 per hour + .25/pg  | Auditor             |
| Meeting Video DVD or Flash Drive - Planning Commission or Board of Commissioners |         | \$10.00  | Commissioner Office |
| Construction Permits   |         | \$250.00   | Planning & Zoning   |
| Copies   | X       | .50/page   | All except Jail     |
| Copies - Colored   | X       | \$1.25/page  | All except Jail     |
| Deeds  |         | \$30 first 50 pages + \$2.00 additional page                       | Register of Deeds   |
| Delinquent Tax Research  | X       | \$3.00 per parcel per year/\$25.00 per hour                        | Treasurer           |
| Detox  |         | \$226.00 per day   | ATS/Detox           |
| Distress Warrant - Mobile Home   |         | \$25.00  | Sheriff             |
| Distress Warrant-NSF/Dept. of Revenue/Dept. of Labor                             |         | \$25.00  | Sheriff             |
| DMV forms requested to be sent out   |         | \$3.00 per form  | Treasurer           |
| Document Copies  |         | \$1.00 per page  | Register of Deeds   |
| Drainage Fees  |         | \$60,000 of overall BP fees  | Planning & Zoning   |
| DUI Class  |         | 150.00   | ATS/Detox           |
| Electronic Tax File  | X       | \$132/each   | Treasurer           |
| Fax  | X       | \$3.00 for cover + \$1.00/pg                                       | All                 |
| Highway Use Permit for oversize vehicles   |         | Minimum \$25.00  | Highway             |

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| Inmate Fees - Jail  |   | See Jail Admin for a list of fees                                | Jail   |
| Land Corners  |   | \$10.00  | Register of Deeds                                    |
| Levy - Add to Sheriff's Levy  |   | No Fee   | Register of Deeds                                    |
| Levy - Notice of Sheriff's Levy                                       |   | No Fee   | Register of Deeds                                    |
| Levy - Release of   |   | No Fee   | Register of Deeds                                    |
| Lien - Federal Tax  |   | \$20.00  | Register of Deeds                                    |
| Lien - Federal Tax Release  |   | \$20.00  | Register of Deeds                                    |
| Lien - Mechanic's   |   | \$30.00  | Register of Deeds                                    |
| Lien - Mechanic's Assignment  |   | \$30.00  | Register of Deeds                                    |
| Lien - Mechanic's Release   |   | No Fee   | Register of Deeds                                    |
| Lien - UCC-1  |   | \$25.00 + recording fee  | Register of Deeds                                    |
| Lien - UCC-2  |   | \$25.00 + recording fee  | Register of Deeds                                    |
| Lien - UCC-3  |   | \$25.00 + recording fee  | Register of Deeds                                    |
| Lien - Vehicles   |   | \$10.00  | Treasurer  |
| Lode & Placer Locate Notices  |   | \$30.00 first 50 pages + \$2.00 additional pages                 | Register of Deeds                                    |
| Long Distance Phone Calls   |   | \$3.00/call  | Treasurer  |
| Map: County   | X | 11x17 \$10.00<br>24x36 \$15.00<br>30x42 \$20.00<br>34x54 \$25.00 | Highway  |
| Maps: Custom Map Products   | X | \$75 per hour w/\$37.50 min. + Materials                         | Equalization/GIS                                     |
| Maps: Digital Map Products  | X | Varies   | GIS  |
| Marriage License  |   | \$40.00  | Register of Deeds                                    |
| Mineral Leases, Assign, Memo  |   | \$30 first 50 pages + \$2.00 additional page                     | Register of Deeds                                    |
| Mining Permits  |   | \$2,500.00   | Planning & Zoning                                    |
| Miscellaneous Filings (Bill of Sale, Bonds, etc.)                     |   | \$30 first 50 pages + \$2.00 additional page                     | Register of Deeds/Auditor<br>SDCL 7-9-15/SDCL 7-8-29 |
| Mortgages, Miscellaneous Documents                                    |   | \$30.00 first 50 pages + \$2.00 additional pages                 | Register of Deeds                                    |
| Motor Vehicle Record Printout   |   | \$3.00/page  | Treasurer  |
| Notary Fees   | X | \$10.00 per document   | All except Jail                                      |
| Notary Fees at the Jail   | X | \$5.00 per document  | Jail   |
| NSF Checks  |   | \$40.00  | All  |
| Administrative Fee for Processing through the Mail                    |   | \$25.00  | Treasurer  |
| Penalties   |   | Double cost of Building Permit                                   | Planning & Zoning                                    |
| Pest Elimination Chemicals  | X | Varies   | Natural Resources                                    |
| Plat (15 x 26, 11x17 or 8 1/2 x 14) Recording                         |   | \$60.00  | Register of Deeds                                    |
| Plat Fees - Additional  |   | \$25.00 per lot  | Planning & Zoning                                    |
| Reissue Checks  |   | \$25.00  | Auditor  |
| Right of Way Easements  |   | \$30 first 50 pages + \$2.00 additional page                     | Register of Deeds                                    |
| Expedite Title Transfer Service for MV Title Transfers                |   | \$25.00  | Treasurer  |
| Septic Inspection   |   | \$300.00   | Planning & Zoning                                    |
| Sign (Application)  | X | \$25.00  | Planning & Zoning                                    |
| Sign Permit - on premise  |   | \$100.00   | Planning & Zoning                                    |
| Sign Permit - off premise   |   | \$260.00   | Planning & Zoning                                    |
| Special Tax District Formation - election                             |   | \$600.00   | Auditor  |
| Special Tax District Annexation - election                            |   | \$350.00   | Auditor  |
| Special Tax District Annexation - no election - minor boundary change |   | \$200.00   | Auditor  |
| Tax Certificate Fee   |   | \$10.00  | Treasurer  |
| Tax Certificate List  |   | \$40.00/yr plus \$5.00 mailing fee                               | Treasurer  |
| Tax Certificate - replace lost certificate                            | X | \$40.00  | Treasurer  |
| Tax Deed  |   | \$5.00   | Treasurer  |
| Tax Deed Research   |   | \$400.00/parcel  | Treasurer  |

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| Transfer Fee   |   | .50 for each \$500 or fraction thereof           | Register of Deeds |
| UCC Additional Debtors   |   | \$3.00   | Register of Deeds |
| UCC Certified Copy   |   | \$5 first page + \$1.00 each page thereafter     | Register of Deeds |
| UCC Copies   |   | \$1.00/pg  | Register of Deeds |
| UCC - Non-Standard   |   | \$5.00/addl pgs                                  | Register of Deeds |
| UCC's on Land  |   | \$30.00 first 50 pages + \$2.00 additional pages | Register of Deeds |
| Urinalysis - In Clinic Referral  |   |  | \$24.00           |
| Voter Registration List & History - County or Other District <b>up to 10,000 names</b> (5:04:06:07)            |   | email list \$50 / paper list \$75                | Auditor           |
| Voter Registration List & History - County or Other District <b>up to 25,000 names</b> (5:04:06:07)            |   | email list \$100 / paper list \$200              | Auditor           |
| Voter Registration List & History - County or Other District <b>over 25,000 names</b> (5:04:06:07)             |   | email list \$250 / paper list \$600              | Auditor           |
| Voter Registration List & History - <b>Legislative District</b> (5:04:06:07)                                   |   | email list \$100 / paper list \$200              | Auditor           |
| Voter Registration List & History Update within a year after purchase of complete file (5:04:06:07)            |   | email list \$25 / paper list \$60                | Auditor           |
| Absentee Daily Voters List (TotalVote email) - County or Other District <b>up to 10,000 names</b> (5:04:06:09) |   | \$100.00   | Auditor           |
| Absentee Daily Voters List (TotalVote email) - County or Other District <b>up to 25,000 names</b> (5:04:06:09) |   | \$150.00   | Auditor           |
| Absentee Daily Voters List (TotalVote email) - County or Other District <b>over 25,000 names</b> (5:04:06:09)  |   | \$300.00   | Auditor           |
| Absentee Daily Voters List (TotalVote email) - <b>Legislative District</b> (5:04:06:09)                        |   | \$150.00   | Auditor           |
| Voter District Maps - Legislative Districts, Commission Districts, All Rapid City, All Pennington County       |   | \$25.00  | Auditor           |
| Copies - Voter Registration Form   | X | .25 per copy                                     | Auditor           |
| Copies - Voter Registration Form - color   | X | 1.00 per copy                                    | Auditor           |
| Copies - Voter Registration Form - email/fax   | X | 2.00 per copy                                    | Auditor           |