



# Building Permit Application Accessory Structure

UPDATED – 07/24/2025  
Pursuant to Salem City Title 9

440 E JEFFERSON AVE  
PO BOX 249  
SALEM, SD 57058  
Phone: (605) 425-2301  
Email: [CitySalem@SalemSD.com](mailto:CitySalem@SalemSD.com)

PERMIT #

The City of Salem is an equal opportunity provider, employer and lender.

### RESPONSIBLE PARTIES (Permit issuance and correspondence will be with the applicant.)

Property Owner Name		
Mailing Address	Phone	
	Cell	
City	State	Zip
Email Address		

Contractor Name		
Mailing Address	Phone	
	Cell	
City	State	Zip
Email Address		

### PROPERTY INFORMATION

Property Address or Location		
Parcel #	Lot Dimensions	Structure Size
Legal Description		
Current Zone (please circle) R1 R2 CB GB LI HI NRC	Flood Zone (please circle) YES NO	Type of Lot (please circle) CORNER INTERIOR OTHER

ESTIMATED COST OF CONSTRUCTION: \$ \_\_\_\_\_

(MUST INCLUDE MATERIAL AND LABOR – EVEN IF PERFORMING WORK YOURSELF)

### DESCRIPTION OF STRUCTURE LOCATION


DESCRIPTION MUST BE DETAILED & VERY SPECIFIC. FAILURE TO PROVIDE ENOUGH DETAIL MAY DELAY APPROVAL OR PERMIT MAY BE DENIED

PERMIT #

DISTANCE TO LOT LINES			
PROPOSED STRUCUTRE			
NORTH	FT	EAST	FT
SOUTH	FT	WEST	FT

**BUILDING PERMIT FEES**

SALEM FEES	COST
Accessory Structure	\$45.00

**Curb, Gutter and Sidewalk required for Improvements over \$5,000.** Any building permit issued for any construction or improvement with a value of \$5,000 or more, shall be conditional upon the property owner constructing, within one year of permit issuance, concrete curb and gutter along any frontage on a public road or street. Sidewalk shall be required when abutting property has sidewalk.

I (we) certify that the information given is correct and true and I (we) agree to do the proposed work in accordance with the provisions of this permit and Zoning Ordinance, 2012 International Building Code, 2012 International Residential Code, 2012 International Property Maintenance Code and Municipal Ordinances of the City of Salem, South Dakota, and will comply with State regulations as required.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**PERMIT APPROVED: YES / NO**

<b>COMMENTS:</b>

\_\_\_\_\_  
ADMINISTRATIVE OFFICIAL

\_\_\_\_\_  
DATE

**TOTAL PAID:** \_\_\_\_\_ **CASH/CHECK#:** \_\_\_\_\_



## **11.03 - Accessory buildings and uses.**

Accessory buildings and uses shall conform to the following standards:

- A. Accessory buildings and uses must be subordinate to principal use (see definition of accessory use or structure).
- B. A private garage (see definition of private garage). Roofing and siding materials shall be of a type customarily used on site-constructed residence. Exposed fastener corrugated metal or corrugated fiberglass roofing and exposed fastener metal siding is not permitted. Siding and roofing requirements may receive a variance.
- C. Buildings or structures for customary residential storage purposes shall not exceed ten feet in height and shall not exceed 200 square feet in gross floor area.
- D. Accessory buildings or structures with a gross floor area less than 200 square feet do not require a concrete foundation. However, they must be anchored to the ground by an appropriate method.
- E. No accessory building, structure, or use may be located in a front yard. Accessory buildings, structures or uses may be located within five feet of the side and rear property lines. No accessory building, structure or use shall be located within ten feet of a principal structure.
- F. No accessory building, structure or use shall be located on a recorded utility or drainage easement (except for equipment pertaining to said easement).
- G. In all cases, accessory structures shall not occupy more than 30 percent of the rear yard.
- H. A garage or carport which is entered directly from an alley shall not be closer than 20 feet to the rear property line.
- I. Accessory buildings may not be used for dwelling purposes.
- J. No accessory building or use shall be constructed upon a lot until the construction of the main building has been actually commenced, and no accessory buildings shall be used unless the main building on the lot is also being used.