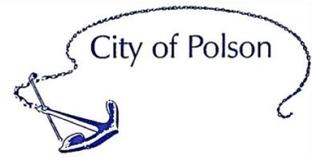




106 1st Street E., Polson, MT 59860
 406-883-8200 Fax 406-883-8238
 www.cityofpolson.com



MAJOR SUBDIVISION PRELIMINARY PLAT APPLICATION

Major Subdivision	\$1,500 + \$50/lot-unit
Amended Preliminary Plat	
Amendment to Conditions Only	\$100
Re-configured Proposed Lots	
Add Additional Lots or Sublots	
Subdivision Variance	\$150 (per variance)
Adjoining Landowner Notification	\$ 6 (per address)

In reviewing the application and materials submitted by the applicant, the City of Polson may determine that it may require extraordinary review and incur additional, expenses, costs and staff time on behalf of the applicant. The staff will advise the applicant of anticipated additional time and anticipated costs, including expenses for outside consultants, prior to incurring the same. The applicant is expected to pay such anticipated costs and hereby waives all statutory or ordinance time frames imposed upon the City until such fees and costs are paid.

SUBDIVISION NAME:

OWNER(S) OF RECORD:

Name _____

Phone _____

Mailing Address _____

City _____ State _____ Zip _____

TECHNICAL/PROFESSIONAL PARTICIPANTS (Surveyor/Designer/Engineer, etc.):

Name & Address _____

Name & Address _____

Name & Address _____

LEGAL DESCRIPTION OF PROPERTY:

Property Address _____

Assessor's Tract Number(s) _____ Lot Number(s) _____

1/4 Sec _____ Section _____ Township _____ Range _____

GENERAL DESCRIPTION OF SUBDIVISION:

Number of Lots or Rental Spaces _____ Total Acreage in Subdivision _____

Total Acreage in Lots _____ Minimum Size of Lots or Spaces _____

Total Acreage in Streets or Roads _____ Maximum Size of Lots or Spaces _____

Total Acreage in Parks, Open Spaces and/or Common Areas _____

PROPOSED USE(S) AND NUMBER OF ASSOCIATED LOTS/SPACES

Single Family		Townhouse		Mobile Home Park	
Duplex		Apartment		Recreational Vehicle Park	
Commercial		Industrial		Planned Unit Development	
Condominium		Multi-Family		Other	

APPLICABLE ZONING DESIGNATION & DISTRICT _____

ESTIMATE OF MARKET VALUE BEFORE IMPROVEMENTS _____

IMPROVEMENTS TO BE PROVIDED: *Circle all that apply.*

Roads	Water System	Sewer System	Other Utilities	Solid Waste	Mail Delivery	Fire Protection
Gravel	Individual	Individual	Cable TV	Home Pick Up	Central	Hydrants
Paved	Multiple User	Multiple User	Telephone	Central Storage	Individual	Tanker Recharge
Curb	Neighborhood	Neighborhood	Electric	Contract Hauler	School District	Fire District
Gutter	Public	Public	Gas	Owner Haul		
Sidewalks	Other	Other	Other			
Alleys						
Other						

Storm-water Drainage System: _____

PROPOSED EROSION/SEDIMENTATION CONTROL: _____

VARIANCES: ARE ANY SUBDIVISION VARIANCES REQUESTED? _____
(yes/no) If yes, please complete the information below:

SECTION/REGULATION OF THE SUBDIVISION REGULATIONS CREATING
HARDSHIP: _____

EXPLAIN THE HARDSHIP THAT WOULD BE CREATED WITH STRICT
COMPLIANCE OF REGULATIONS: _____

PROPOSED ALTERNATIVE(S) TO STRICT COMPLIANCES WITH ABOVE
REGULATIONS: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS IN THE SPACES PROVIDED

BELOW:

-
1. Will the granting of the variance be detrimental to the public health, safety or general welfare or injurious to other adjoining properties?

2. Will the variance cause a substantial increase in public costs?

3. Will the variance affect, in any manner, the provisions of any adopted zoning regulations, Master Plan or Growth Policy?

4. Are there special circumstances related to the physical characteristics of the site (topography, shape, etc.) that create the hardship?

5. What other conditions are unique to this property that create the need for a variance?

APPLICATION CONTENTS:

The sub-divider shall submit a complete application addressing items below to the Polson Planning Department **at least thirty five (45) days prior** to the date of the Planning Board meeting at which it will be heard.

1. Preliminary plat application.
2. **11 copies of the preliminary plat.** (See Appendix H of Subdivision Regulations.)
3. Electronic copy of plat, application, and application materials.
4. One reproducible set of supplemental information
5. Environmental Assessment (Per MCA 76-3-603)
6. One reduced copy of the preliminary plat not to exceed 11” x 17” in size.
7. A bona fide legal description of the subject property and a map showing the location and boundaries of the property.
8. Draft Covenants, Conditions, & Restrictions (CC&R’s), if proposed.
9. Application fee.
10. A **certified** list of all property owners within 150 feet of the subject property is required with the information listed below. The list can be obtained from the Lake County GIS Office or from a title company. Please note: Streets and roads are not included as part of the 150 feet.

<u>Assessor#</u>	<u>Sec-Twn-Rng</u>	<u>Lot/Tract No</u>	<u>Property Owner & Mailing Address</u>
_____	_____	_____	_____

During the course of review of the application and after final determination by the City of Polson, the Owner/Developer hereby agrees to hold the City of Polson harmless from all claims, expenses, costs and attorney’s fees that may arise as a result of the actions or process taken by the Owner/Developer. This “hold harmless” responsibility does not indemnify the City from its acts of negligence, violation of codes or ordinances, or defense of its codes or ordinances.

I hereby certify under penalty of perjury and the laws of the State of Montana that the information submitted herein, on all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be untrue, I understand that any approval based thereon may be rescinded, and other appropriate action taken. The signing of this application signifies approval for the Polson Planning staff to be present on the property for routine monitoring and inspection during the approval and development process.

_____	_____
(Applicant)	(Date)

FEE AGREEMENT

Dear Applicant/Developer:

Please be advised that you are responsible for any and all fees incurred from the City contract engineering firm, per Resolution #942, effective February 21, 2007. These fees begin with the Pre-Application through Final City Council Approval, including inspections. The fees also include any contact or requests from the Applicant/Developer or any person working with the project directly to the City Engineer.

Also, per Resolution #942 there will be an administrative surcharge of 5% to defray the administrative costs hereof, from the requestor, pursuant to the preceding acknowledgement.

Per Resolution #942, paragraph 4: No project or request may move forward thereafter until such time as the City department has been reimbursed the fee and/or cost, together with the five percent surcharge, associated with the City's engineering review of such project or request.

ACKNOWLEDGEMENT

I do hereby acknowledge and accept any and all costs incurred on behalf of the application/development as stated in the above paragraphs

_____ Date: ____/____/20____

Signature of Applicant