



SEPTIC VS PUBLIC SEWER?

To find out if the property is connected to either a public sewer system or a septic system, or to verify that the septic is in compliance and is big enough to handle the number of bedrooms in the house, you can obtain a copy of the septic permit from the MCCHD by calling 258-4755.

BUILDING A NEW HOME?

Both the city and county of Missoula require building permits but follow different processes.

If you're building in Missoula **COUNTY**, please refer to our website for details: <http://www.missoulacounty.us/building>. You may also call us at 258-3701.

If you are building in Missoula **CITY limits**, please refer to their website at: <http://www.ci.missoula.mt.us/433/Building-Permit-Information-Applications>, or call 552-6630.

NEED AN ADDRESS?

If you are in Missoula **COUNTY** contact the **GIS Department**.

If you are in Missoula **CITY limits** contact **Development Services**.

NUMBERS TO KNOW:

Missoula County - Locations listed below

Community & Planning Services (CAPS- Zoning): 258-4657
323 W. Alder / zoner@missoulacounty.us

Missoula City/County Health Department (MCCHD): 258-4755
301 W. Alder / envhealth@missoulacounty.us

Missoula County Public Works (MCPW): 258-3701
6089 Training Drive

Missoula County Records Management: 258-3457
2147 Ernest

MISSOULA COUNTY ADMIN BUILDING: 199 W. PINE STREET
Finance: 258-4920

Missoula County Surveyor's Office: 258-4870

Missoula County GIS: 258-4628

Treasurer's Office: 258-4847/missoulatax@missoulacounty.us

City of Missoula -City Hall, 435 Ryman Street

Development Services/Building Division: 552-6630

Finance: 552-6111 or 552-6119

Zoning: 552-6625

MONTANA IS A BUYER BEWARE STATE!

***THIS GUIDE IS FOR INFORMATIONAL PURPOSES ONLY
AND IS NOT INTENDED AS AN INCLUSIVE LIST OF
OBLIGATIONS OR LEGAL RESPONSIBILITIES.***



Developed By:

Missoula County Public Works & Building Division

6089 Training Drive

Phone: 406.258.3701

FAX: 406.258.4864

www.missoulacounty.us/building



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MISSOULA COUNTY
MONTANA EST: 1860

*A Homebuyer's
Resource Guide to
Information You
SHOULD Know...*



(...but often don't)

WHERE IS THE PROPERTY LOCATED?

When you're looking for a new home or property to build on you must first determine the location:

- IF located **INSIDE Missoula CITY limits** then the Department contact information should be the **City of Missoula**.
- IF located **IN Missoula COUNTY**, but outside of city limits, then refer to the **Missoula County** contact information.
<http://missoulacounty.us/gis>

ARE THERE OPEN PERMITS?

Contact the **building department** of the jurisdiction in which the home is located to find out if the structures were permitted & inspected. This includes the electrical, plumbing, and mechanical equipment (heating, air conditioning, and gas) related to those structures. Lack of permitting and/or inspections can lead to, among other things, improper/unsafe construction, Notice of Violations, and difficulty in getting financing or insurance.



IS THE PROPERTY IN THE FLOODPLAIN?

Contact the appropriate **zoning department** to find out if the subject property is located within the floodplain. If it is, floodplain permits and insurance may be required.

ARE THERE EXISTING RSID (Rural Special Improvement District) / SID (Special Improvement District) PAYMENTS DUE?

These are special improvement districts that are tied to the property. These districts are typically created to pay for improvements to roads, curbs, gutters,

sidewalks, sewer, etc. Check the tax bill to see if there are any RSID/SID's associated with the property. Some can be significant and affect the overall monthly payment of the home if your taxes are included in your mortgage, or the tax payments you opt to make separately. You may contact MCPW regarding RSIDs or **County Finance** to make payments and to find out how you can pay the RSID off early. For SID payoff information, call **City of Missoula Finance**.

ARE THERE ANY DELINQUENT TAXES DUE?

Contact the **Missoula County Treasurer's Office** to see if there are any delinquent taxes that are due on the property. There could be hidden costs associated when you go to the closing. The Treasurer's Office covers all properties located within Missoula County.

HOW IS THE PROPERTY ZONED?

Many areas within Missoula County are zoned. Always check with the **zoning office** of the proper jurisdiction before purchasing to ensure that you understand the limits and restrictions on the property. A property may be listed as a 'duplex' or as having a 'mother-in-law' apartment, but the zoning and/or sewer/septic may not allow for it. Purchasing property with an illegal structure could lead to loss of possible rental income, or even money spent on required demolition.

ARE THERE RESTRICTIONS ON THE DEED OR EASEMENTS I SHOULD BE AWARE OF?

To find out if there are any deed restrictions or easement questions on the property, we recommend that you have a title search done. The section titled 'Schedule B' will list all easements, restrictions, liens, RSID's, SID's, and encumbrances

on the property. Additional documents related to the property may be found at the **County Records Department**. If you need assistance reading the 'Schedule B' of the title report, consult the title company or your realtor.

PUBLIC WATER SUPPLY OR WELL?

For a new well permit or a copy of an existing well permit, please contact the **MCCHD**. To have water rights transferred to your name upon purchase of the property, and for water rights information, please contact **DNRC** (Department of Natural Resources and Conservation) water resource line at 721-4284.

ROAD MAINTENANCE QUESTIONS?

For road maintenance questions call **MCPW**. For right-of-way questions, or public vs private access questions, please call **Surveyors**.

PROPERTY BOUNDARY QUESTIONS?

For property boundary questions, you will need to contact a private surveyor. This is important if you are planning improvements such as buildings, fences, driveways, wells, or utilities. Please note that the placement of a fence does not necessarily define your property line.

