

**PLANNING, DEVELOPMENT & SUSTAINABILITY DEPARTMENT**

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**Zoning Amendment Application**

As authorized in Section 11.5 of the Missoula County Zoning Regulations, use this application to apply for a:

- A. Zoning map amendment (zoning/rezoning request). To initiate a zoning map amendment, all owners of a subject property must authorize the map amendment.
- B. Text amendment for Legacy Districts, not including miscellaneous legacy districts listed in Appendix A of the Missoula County Zoning Regulations. Only property owners within the Legacy District may initiate a legacy district text amendment. Text amendments of any Legacy District must move toward conformance with the Missoula County Zoning Regulations.

The fillable boxes will expand as you type.

**Owner(s) of Record:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

**Applicant (if different than Owner):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

Send correspondence to the applicant, in addition to the agent.

**Authorized Representative (Agent):** Unless otherwise indicated, all correspondence is sent to Agent.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

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**Legal Description of Property:**

Street Address:

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Subdivision Name:

Tract/Lot No.

Block No.

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Certificate of Survey No.:

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Geocode or Tax ID# if no street address is available:

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Attach metes and bounds description if necessary.

**INSTRUCTIONS FOR ZONING AMENDMENT APPLICATION**

1. The applicant shall request a pre-application meeting by submitting a completed [Intake Form](#) to the Planning Office.
2. After the pre-application meeting, the applicant shall submit a preliminary application and the associated fee to the Planning Office for completeness review.
3. Once the application is deemed complete, the applicant shall submit one (1) digital copy and one (1) hard copy of the final complete application and related materials.

**Required Application Materials**

- A. The following exhibits must be included with the application for all text and map amendments.
  - ✓ Existing zoning exhibit
  - ✓ Proposed zoning exhibit. The exhibit should include the legal limits of the property and size in square feet and/or acreage of each parcel included in the zoning proposal. If adjacent to a right-of-way, the zoning should extend to the centerline of the right of way.
  - ✓ All existing and proposed public water and sewer infrastructure within 500 feet of the proposal.
  - ✓ Location of all existing structures on the subject property
  - ✓ Water bodies exhibit
  - ✓ Wetlands exhibit
  - ✓ Floodplain exhibit
  - ✓ Topography exhibit
  - ✓ Aerial photo exhibit
  - ✓ Adjacent lands exhibit, including use and ownership within 300 feet of the proposed zoning.
  - ✓ Wildland urban interface exhibit.
- B. For text amendments, the following must be included.
  1. Existing zoning regulations, if applicable
  2. Proposed amendments in underline/strikeout format, if applicable
  3. Proposed amendments, clean
- C. An explanation for each item noted below.
  1. Proposal. Explain the proposal in detail. Provide details on who, what, where, when, and why.
  2. Growth Policy. Describe how the zoning is proposed in accordance with the Missoula County Growth Policy.
  3. Protections: Describe how the zoning will be designed to:
    - a. Secure safety from fire and other dangers;

- b. Promote public health, public safety, and general welfare;
  - c. And facilitate the adequate provision of transportation, water sewerage, schools, parks, and other public requirements.
4. Considerations. Describe how the zoning shall provide for and consider:
- a. Reasonable provisions of adequate light and air;
  - b. The effect on motorized and non-motorized transportation systems;
  - c. Compatible urban growth in the vicinity of cities and towns that at a minimum must include the areas around municipalities;
  - d. The character of the district and its peculiar suitability for particular uses; and,
  - e. Conserving the value of building and encouraging the most appropriate use of land throughout the jurisdictional area.
5. Compatibility. Describe how the proposed zoning is nearly as possible made to be compatible with the zoning ordinances of nearby municipalities as well as any other applicable criteria found in the Missoula County Growth Policy.

**CERTIFICATION:**

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, plans or any other information submitted, including any future testimony given to the Planning Board or County Commissioners, as a part of this application, to be true, complete, and accurate to the best of my knowledge.

Should any information or representation provided in connection with this application be found to be inaccurate or 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 Missoula County Commissioners, its Elected Officials, Employees, Agents, and Board members to enter onto the property for the purpose of inspection and routine monitoring during the review of the proposed amendment.

\_\_\_\_\_  
Owner Signature(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature(s)

\_\_\_\_\_  
Date