



Ravalli County Planning Department
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Subdivision Application Form Ravalli County, Montana

Applicant Information

1. Subdivider Name: _____ Daytime Phone: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Signature: _____ Email: _____
2. Property Titleholder Name: _____ Daytime Phone: _____
Address: _____
City: _____ State: _____ Zip Code: _____
3. Prepared By Company Name: _____ Daytime Phone: _____
Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Signature: _____ Email: _____
Montana Professional Registration Number (if appropriate): _____

Location/Type of Subdivision

4. Section: _____ Township: _____ Range: _____
5. Current legal description of property _____ (COS Number, subdivision name, etc.)
6. Parcel number _____ (The number is shown on tax notices or can be obtained from the Clerk & Recorder's Office).
7. Name of proposed subdivision: _____ (See Section 5-1-9 of the Subdivision Regulations).
8. Type of subdivision: Major _____ Subsequent Minor _____ First Minor _____
9. Type of subdivision (check all that apply): Create new lots _____ Subdivision for Lease or Rent _____
Revoke an agricultural covenant _____ RV park _____ Mobile Home _____ Condos _____
10. When did the subdivider and/or the subdivider's agent have a pre-application conference about this proposal?
_____ (A pre-application conference is required).

	Phase 1	Phase 2	Phase 3
Number of Acres			
Lot Acres			
Common/Park Area			
Number of Lots			
Average Lot Size			
Minimum Lot Size			
Maximum Lot Size			
Type of Lots (Check all that apply). Mobile Home Park Single-Family Multi-Family RV/Campground Condominium Commercial Other:			
Estimated number of average daily trips (ADTs) using latest edition of <u>Trip Generation</u> published by the Institute of Transportation Engineers. (Note: Copies are available in the Planning Department. Use eight (8) trips per day for a single-family residence. Attach more sheets if necessary.)			

11. Has the subject property been subdivided or exempted from subdivision review in the past 12 months?

Yes _____ No _____ If yes, when and what type of exemption? _____

12. Will the proposed subdivision require a variance from the subdivision development standards?

Yes _____ No _____ If yes, attach the variance decision or the variance application.

Existing/Proposed Zoning, Covenants, Deed Restrictions, or Easements

13. Is the proposed subdivision in a voluntary zoning district? (The plat books, located in the Clerk & Recorder's Office, show if a parcel is located in a zoning district).

Yes _____ No _____ If yes, list the name of the district _____

If yes, are the proposed lot sizes and uses consistent with the regulations? Yes _____ No _____

14. Are there existing restrictive covenants or deed restrictions on the property? (The plat books, located in the Clerk & Recorder's Office lists the book and page numbers of covenants and deed restrictions that apply).

Yes _____ No _____ If yes, list them by book/page number or survey number. _____

15. If yes, do the deed restrictions or covenants restrict lot sizes, land uses or structures or have any similar limitations?

Yes _____ No _____ If yes, attach a copy to this application.

16. Will restrictive covenants or deed restrictions be filed in conjunction with the final subdivision plat?

Yes _____ No _____ If yes, attach a copy to this application.

17. Will any easements be filed in conjunction with the final subdivision plat?

Yes _____ No _____ If yes, attach a copy to this application.

18. Generally describe the existing land uses that are on and adjoining the subject property:

Subject Property: _____

North: _____

South: _____

East: _____

West: _____

Existing/Proposed Road and Bridge Information

19. Does the subdivision front on a public (County or State) road?

Yes _____ No _____ If yes, how many existing accesses are there onto the road? _____

20. Will a new access(es) be needed onto a public road? Yes _____ No _____

If yes, how many new accesses will be needed? _____

If yes, show the location and label on preliminary plat of existing and proposed accesses.

If yes, stake and identify the location on the ground.

21. Are there any existing bridges (public or private) that provide physical access to the subdivision?

Yes _____ No _____ If yes, complete the following table.

	Bridge 1	Bridge 2	Bridge 3	Bridge 4
Location/Name				
Type (Concrete, wood, etc.)				
Curb-to-Curb Width				
Design Load				
Vertical Clearance				

Complete the following table for all existing roads:

22. Complete the column labeled Road 1, which is for the road that abuts the subdivision.

23. Complete the other columns for each road that will provide access. Attach additional pages if necessary.

	Road 1	Road 2	Road 3	Road 4
Name				
Maintenance Responsibility (County, Forest Service, private)				
Surface Composition (Gravel, Chip-Seal, Asphalt)				
Travel Surface Width at Narrowest Point				
Shoulder Width				
Sub-Base Composition (Private Roads Only)				
Borrow Ditches (Present/Absent)				
Maximum Grade				
ROW/Easement Width (Private Only)				
Road Maintenance Agreement If a Private Road (Yes/No)				

Soil Information

24. Are there any soils that are rated as “very limited” or “severe” for residential building sites or roads and streets, according to the most recent soil surveys or onsite investigations (See Partial Soil Survey Geographic [SSURGO] Database for the Bitterroot Valley Area, August 25, 2004 and/or the 1959 Soil Survey of the Bitterroot Valley Area, Montana and the “Special Soil Interpretation Report” (Table 3) published in 1972? Yes _____ No _____ If yes, list the soil types: _____

If yes, show location(s) on the preliminary plat.

Irrigation Information

25. Are there any irrigation ditches on or within 300 feet of the subject property? Yes ___ No ___ If yes, show location and label, if named, on preliminary plat and the location map as appropriate. If yes, how wide is the easement(s) for the irrigation ditch(es)? _____
26. Does the property have water rights? Yes _____ No _____ Describe: _____
27. Is the property in a water association/district? Yes _____ No _____ If yes, provide name, address and telephone number of contact. _____
28. Is the water distributed by a water distribution provider? Yes _____ No _____ If yes, provide name, address and telephone number of contact: _____
- _____
- If yes, provide the following information:
Drainage: _____
Ditch Name (if any): _____
Amount of water allocated per year: _____
Total number of acres currently under irrigation: _____
29. Will water rights be divided among the lots? Yes _____ No _____ If yes, attach a master irrigation plan. (See: Section 3-1-5 (a)(xxxviii) of the Subdivision Regulations).
30. Will any irrigation ditches be relocated or altered? Yes _____ No _____ If yes, attach a list of all downstream water users.

Mineral Information

31. Does the proposed subdivision have any mineral rights? Yes _____ No _____
If yes, describe the proposed disposition of the mineral rights _____
- _____

Water Supply & Wastewater Treatment Information

32. Type of wastewater treatment system: (check all that apply) Individual _____ Group _____ Municipal _____
If individual on-site wastewater treatment, are there any lots that are less than 1 acre? Yes _____ No _____ If yes, attach documentation to this application showing that the water table is at least 15 feet from the surface of the ground.
33. Type of water supply: Individual wells _____ Community System _____ Municipal _____ Shared well _____

Fire/Police Protection

34. Is the proposed subdivision located in a Rural Volunteer Fire District? Yes _____ No _____ If yes, name: _____
If no, be advised that all lots created through subdivision review must be located within a fire district. (See: Section 5-7-4 (a) of the Subdivision Regulations).
35. Distance from nearest fire station: _____ miles. Distance from Sheriff Dispatch (County Courthouse): _____

Utility Information

36. Which utilities will provide service? (Check all that apply).

Electric: NorthWestern Energy _____ Ravalli Electric Cooperative _____ Missoula Electric Cooperative _____
 Phone: Qwest Communications _____ Blackfoot Telephone Cooperative _____
 Gas: NorthWestern Energy _____

Park Information

37. Complete the following table for all residential subdivisions creating more than two lots. If a cash donation is required, please estimate the value per acre in item J.

Park Dedication/Donation Worksheet

	Lots 0.5 Acre or Smaller	Lots Larger than 0.5 Acre to 1.0 Acre	Lots Larger than 1.0 Acre to 3.0 Acres	Lots Larger than 3.0 Acres to 5.0 Acres	Lots Larger than 5.0 Acres	Total
A. Number of Lots						
B. Total Number of Acres (Round to the nearest tenth).						
C. Park Standard Stated as a Percentage of Total Lot Area	11.0 Percent	7.5 Percent	5.0 Percent	2.5 Percent	N/A	N/A
D. Area Requirement in Acres (Multiply Row B by Row C and round to the nearest Hundredth).					0.00	
E. Area Requirement in Acres (Transfer the Total from Row D). If zero, no dedication is required. If greater than zero, complete Question 38.						

(See: 76.3.621, MCA)

38. If land will be dedicated or donated, describe such mechanism and attach appropriate documentation. _____

School Information

39. School District(s) (check all that apply): Florence _____ Stevensville _____ Lone Rock _____ Victor _____
 Corvallis _____ Hamilton _____ Darby _____

40. Estimate the increase in the number of school-aged children: _____ (use the factor of 0.5 children per household [Source: Census 2000]).

41. Will a rural bus route be requested? Yes _____ No _____

Site Characteristics

42. Is there a high-pressure natural pipeline eight inches in diameter or greater located on or within 25 feet of the subject property? Yes _____ No _____ If yes, show location in preliminary plat or location map as appropriate.
43. Is the proposed development in the 100-year floodplain of the Bitterroot River? Yes _____ No _____ If yes, show the location of the boundary on the preliminary plat and the vicinity map as appropriate.
44. Is any portion of the proposed subdivision within 1,000 horizontal feet of a stream draining an area of 15 square miles or more, where no official floodway studies have been made? Yes _____ No _____ If yes, see Section 3-1-5 (a)(xlili) of the Subdivision Regulations. If yes, label and show the location of the 100-year floodplain as determined by the floodplain analysis on the preliminary plat.
45. Are there any other creeks or streams traversing or within 100 feet of the property? Yes _____ No _____ If yes, label and show the approximate location of the preliminary plat or vicinity map as appropriate. If yes, does the creek or stream separate the buildable site from the road by which it has access? Yes _____ No _____ If yes, attach documentation that the Bitterroot Conservation District has been notified of the proposed alteration or modification.
46. Are there any wetlands on the property? Yes _____ No _____ If yes, show approximate boundary on preliminary plat. If yes, is any disturbance to these wetlands anticipated? Yes _____ No _____ If yes, attach correspondences with the U. S. Army Corps of Engineers that describe the project or necessary permits.
47. Is the proposed subdivision in a delineated dam inundation area? (Maps are available at the Planning Dept.) Yes _____ No _____ If yes, which dam(s) _____
If yes, show the boundary on the preliminary plat and vicinity map as appropriate.
48. Is the property located in a wildland high-fire hazard area? Yes _____ No _____ If yes, see Chapter 5, Article 4 of the Subdivision Regulations for special provisions that may apply.
49. Are there any sites of historical significance, as recognized by the National Register of Historic Sites of the State of Montana on or near the proposed subdivision? Yes _____ No _____ If yes, label and show the location(s) on the preliminary plat and vicinity map as appropriate.
50. Is the property located near a private or public airport? Yes _____ No _____ If yes, show the location(s) on the vicinity map and label.
51. Is the property located near a shooting range? Yes _____ No _____ If yes, show the location(s) and label.
52. Is the property located in a section that contains a species or community of special concern? (Information on sensitive species is available from the Montana Natural Heritage Program: <http://mtnhp.org>.) Yes _____ No _____ If yes, attach a Sensitive Species Report or waiver request as described in Chapter 3-1-5 (a)(xl) of the Subdivision Regulations.

Development Costs

Complete the following table based on general cost estimates. The purpose of this section is to ensure that the applicant understands what infrastructure costs will be necessary to complete the project. In completing this table, the applicant assumes all responsibility for the estimates.

Improvement	Phase 1	Phase 2	Overall Project
Park Requirement (major only)			
Road Construction/Improvement (public & private)			
Bridge Construction/Improvement (public & private)			
Telephone Service			
Electric Service			
Central Water System			
Central Wastewater System			
Stormwater Drainage Facilities			
Road Name Signs			
Fencing (along irrigation supply ditches)			
Other:			
Other:			
Total			

Mitigation of Negative Impacts

53. Describe your preferences to mitigate any negative impacts of the subdivision on the six subdivision review criteria. (See Section 3-2-8 of the Ravalli County Subdivision Regulations) (Attach additional pages if necessary).

Signature: _____ Date: _____