



Planning Department
414 East Callender Street, Livingston, MT 59047
Telephone 406.222.4102 Fax 406.222.4109
Email planning@parkcounty.org

ZONING PERMIT APPLICATION

This is an application to the Zoning Coordinator to grant a Zoning Compliance Permit, Variance Request, Conditional Use Permit, Zone Change or District Map Amendment to ensure that any construction projects are in accordance with the appropriate zoning regulations.

INSTRUCTIONS:

All applications shall be submitted at the Park County Planning Department. Any necessary filing fee must accompany the application. Please refer to the zoning regulations for fee schedules. All questions must be answered fully (as applicable). Please type or print. You may attach further pages if additional space is needed. **Please Note:** If a submitted application is missing information and/or a formal follow-up request from the Zoning Administrator is not addressed for a period of more than thirty working days, the submitted application will be considered null and void and the applicant will be required to resubmit the application and associated fee(s):

- Complete the application fully:
 - This includes full legal description of the property including the subdivision, block number, lot number, quarter section, Section, Township, and Range.
 - Be as specific as possible in describing the proposed building, if applicable.
 - Parking starts at a minimum of two spaces for a residence. For the parking requirements for other uses and types of structures, see the Zoning Coordinator.
 - Be sure to include the zoning on your property. Maps are located in the Planning Office for reference.
 - **Variance, Conditional Use, Zone Change or District Map Amendment:** Applicants must include the names and mailing addresses of all adjoining property owners and address all specific review criteria outlined in the applicable zoning regulations and section.
- Prepare a dimensioned site plan of the property which includes, but is not limited to the following:
 - The location and dimension of all vehicular points of ingress and egress, drives, and off-street parking spaces.
 - The location and dimension of all existing and proposed buildings, structures and improvements including those which will be removed. Please label all information.
 - North arrow, scale, property lines, setbacks between buildings and property lines, and setbacks between buildings and other structures.

- Other pertinent features.

Date of Application _____
Last Name of Applicant _____
Fee _____

APPLICATION FOR A (please choose below):

- Zoning Compliance Permit
- Variance Request
- Conditional Use Permit
- Zone Change
- District Map Amendment

The undersigned hereby makes application for permission to erect, construct, alter, move a building or structure within the:

- County Jurisdictional Area
- East Yellowstone Zoning District
- Cokedale Zoning District
- Cooke City, Silver Gate, Colter Pass Zoning District
- O'Rea Zoning District
- Paradise Valley Zoning District
- Other _____

Name of Property Owner(s): _____

Phone Number: _____

Mailing Address: _____

Address of project: _____

Legal location of building project: Subdivision _____

Zoning _____; Lot _____; Section _____; Township _____; Range _____

Description of construction, alteration, etc.:

Type of Building/Structure: _____

Number of Dwelling Units: _____

Basement: _____ Half: _____ Full: _____

Garage: _____ Attached: _____ Detached: _____

Other: _____

Height of Structure: _____

Distance to Property Lines: Front: _____ Side: _____

Side: _____ Rear: _____

Distance to mean high water of Stream/River (if applicable) _____

Off-Street Parking Spaces: _____

Proposed Completion Date: _____

Will the project be within the Special Flood Hazard Area (SFHA) (Attach Digital Flood Insurance Rate Map including distance from proposed structure to SFHA)? YES NO

Will project be connected to a septic system (If yes, attach septic permit)? YES NO

This permit becomes null and void if work or construction authorized is not commenced within six months and work completed within a reasonable time.

I certify that information presented is true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

(Contractor or Authorized Agent)

(Date)

(Owner Signature, if Builder)

(Date)

****Office Use Only****

Special Approvals	Required	Received	Not Required
Floodplain			
Zoning			
Health/Sanitation			
Road			
Rural Addressing			
Other			