

**City of White Sulphur Springs
Subdivision Application**

First Minor

Second or Subsequent Minor

Major

1. Project title: _____

Assessor Parcel # _____

DOR# _____

2. Date of pre-Application meeting: _____

3. Project legal description: _____

4. Common description or street address: _____

5. General project description: _____

6. Project acreage and density: _____

7. Total number of lots: _____

8. Current land use: _____

9. Existing zoning: _____

10. Applicant name: _____

Address: _____

Phone: _____ email: _____

11. Property Owner: _____

Address: _____

Phone: _____ email: _____

12. Engineer/Surveyor: _____

Address: _____

Phone: _____ email: _____

13. Please submit original & six copies of the application form and all supporting documentation. Specific requirements are listed in the White Sulphur Springs Subdivision Regulations. Please check the box that you have included the following:

- A completed and signed Subdivision Application Form;
- The required review fee;
- A preliminary plat;
- A Vicinity Sketch;
- A topographic map;
- A grading and drainage plan;
- Engineering plans for all Public and Private Improvements;
- Overall development plans if development is in phases;
- Abstract of Title (or Title Report);
- Lienholders' acknowledgement of subdivision;
- Documentation of legal and physical access;
- Documentation of existing easements, including those for Agricultural Water User Facilities;
- Existing covenants and deed restrictions;
- Existing water rights;
- Existing mineral rights;
- Names and addresses of all adjoining property
- Proposed road plans and profiles;
- Approach/access/encroachment permits from Montana Department of Transportation or the local jurisdiction;
- Proposed easements;
- Proposed disposition of water rights;
- Proposed disposition of mineral rights;
- Parkland dedication calculations;

- Environmental assessment and/or summary of probable impacts;
- Transportation impact analysis or transportation plan;
- Fire risk rating analysis and fire prevention plan;
- Weed management plan and re-vegetation plan;
- Property owners' association documents, including draft articles of incorporation, declaration and bylaws;
- FIRM or FEMA panel map and letter identifying floodplain status;
- Required water and sanitation information;
- A form of Subdivision Improvements Agreement, if proposed;
- Letter requesting a revocation of agricultural covenants;
- Letter indicating locations of cultural or historic resources;
- Variance request or approval;
- Re-zoning application or approval;
- Flood hazard evaluation;
- Letter identifying and proposing mitigation for potential hazards or other adverse impacts as identified in the pre-application meeting and not covered by any of the above required materials;
- Such additional relevant and reasonable information as identified by the City Planning Staff during the pre-application meeting that is pertinent to the required elements of this section.

Please provide a written explanation for any boxes above not checked.

14. Please also include a digital copy (PDF) of the complete application.
15. Please note that if the applicant is not the owner of the property, both applicant and property owner must sign the application.

I (We) hereby certify that the above information is true and correct to the best of my (our) knowledge.

Applicant's Signature

Date

Property Owner's Signature

Date