ID# _____

PROPERTY INFORMATION REQUEST FORM

PLEASE NOTE THAT THE GIS DEPARTMENT AND GALLATIN CITY COUNTY HEALTH DEPARTMENT MAY REQUIRE A COMPLETED COPY OF THIS FORM PRIOR TO ISSUING AN ADDRESS, LICENSE OR PERMIT. PLEASE DISCUSS YOUR PROPOSED PROJECT WITH THE HEALTH DEPARTMENT (582-3120), COUNTY ROAD & BRIDGE DEPARTMENT (582-3250) AND STATE BUILDING CODES BUREAU (841-2069) TO LEARN ABOUT OTHER APPROVALS THAT MAY BE NECESSARY FOR YOUR PROJECT.

Requester Name _____ Phone _____ Email _____
Mailing Address _____
Landowner Name _____ Phone _____
Address (*if existing*) / Road Name Site _____ Geocode 06- _____
Subdivision/COS# _____ Lot/Tract/Parcel _____ Block _____
Legal Description _____ ¼ _____ ¼ Section _____ Township _____ Range _____
Description of Existing Buildings on Property _____
Number of Structures / units / buildings proposed _____
Check Proposed Project: ☐ **Single-Family** ☐ **Multi-Family** ☐ **Commercial/Industrial** ☐ **Mixed Use**
☐ **Tourist License (Vacation Rental)** ☐ **Septic Replacement Only** ☐ **Address Only** ☐ **Rental Units**
Other (*please describe*) _____
Project will need: ☐ **Address** ☐ **Septic Permit**

BY SIGNING BELOW, THE ABOVE NAMED LANDOWNER OR REQUESTER HEREBY ACKNOWLEDGES THAT COMPLIANCE WITH APPLICABLE COUNTY REGULATIONS, INCLUDING BUT NOT LIMITED TO OBTAINING ANY NECESSARY PERMITS/APPROVALS PRIOR TO COMMENCING THE ACTIVITY FOR WHICH THE PERMIT/APPROVAL IS REQUIRED, IS MANDATORY AND THE RESPONSIBILITY OF THE LANDOWNER.

_____ _____
Landowner or Requester Signature ***Date***

Printed Name _____

THIS SECTION TO BE COMPLETED BY PLANNING DEPARTMENT BASED ON REGULATIONS IN EFFECT ON DATE FORM IS COMPLETED

A. Other Planning Jurisdiction ☐ **YES** – If Yes, see sections A. & C. ☐ **NO** – If No, see Sections B. & C.

Prior to construction, the Landowner is required to contact the jurisdiction below to determine whether the project is subject to review under Zoning, Subdivision & Platting Act or Building by Lease or Rent regulations:

☐ City of Belgrade (388-3783) ☐ Town of Manhattan (284-3235) ☐ Three Forks (285-3431)
☐ Other _____

B. Zoning

Property is located in a County zoning district and subject to zoning regulations ☐ YES ☐ NO

If "YES", name of zoning district / subdistrict: _____

Zoning-related permits/approvals are required prior to commencing construction of project ☐ YES ☐ NO

Subdivision & Platting Act

The above project appears to require review under the Subdivision Regulations ☐ YES ☐ NO

Building by Lease or Rent

The above project appears to require review under the Building by Lease or Rent Regulations ☐ YES ☐ NO

C. Floodplain

At least a portion of the above property appears to be located in the 100-year floodplain as mapped by FEMA and is subject to the Floodplain Regulations. Landowner is advised to submit a Floodplain Information Request Form to obtain more detailed information. ☐ YES ☐ NO

Other Comments:

_____ _____
Planning Department Signature ***Date***

Printed Name

Planning Department • 311 W. Main, Rm. 108 • Bozeman, MT 59715
Phone (406)582-3130 • Fax (406)582-3135 • Planning@gallatin.mt.gov