



Land Use Application

Community Development Department, Planning Division

316 North Park Avenue, Room 445, Helena, MT 59623

406-447-8490; citycommunitydevelopment@helenamt.gov

This application and any associated checklist(s) may also be submitted online
via the City's Civic Access permitting and planning portal @
<https://cityofhelenamt-energovweb.tylerhost.net/apps/selfservice#/home>

Please indicate the type of land use/land use change you are requesting and submit this form with your application(s):

- ☐ Annexation; ☐ Conditional Use Permit; ☐ Zoning Variance; ☐ Subdivision Variance;
☐ Zone Change/Pre-Zone; ☐ Administrative Minor Subdivision; ☐ Subdivision
Preliminary Plat; ☐ Subdivision Final Plat; ☐ Exempt Subdivision Plat; ☐ Appeal; ☐
Zoning Text/Subdivision Text Amendment; ☐ Site Specific/Commercial Site Review

PROPERTY OWNER: *Primary Contact?* ☐

Name: _____
Address: _____
Email: _____

Primary Number: _____
Other Phone: _____

APPLICANT (If different from property owner): *Primary Contact?* ☐

Name: _____
Address: _____
Email: _____

Primary Number: _____
Other Phone: _____
Company: _____

AUTHORIZED REPRESENTATIVE: *Primary Contact?* ☐

Name: _____
Address: _____
Email: _____

Primary Number: _____
Other Phone: _____
Company: _____

PLEASE PROVIDE THE INFORMATION REQUESTED BELOW.

- ☐ Address of Property _____
Address City State Zip Code
- ☐ Legal Description (Block & Lots, Subdivision, COS#) _____

- ☐ Geocode _____
- ☐ The most recent deed and recent plat.
- ☐ Lot or Parcel Size (square feet) _____
- ☐ Current Zoning District _____
- ☐ Submit proof of current paid taxes

Please provide all the information requested in the Application. An incomplete application may delay the review of your request. Please note: "N/A" is not an acceptable answer alone and requires an explanation if used.

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed: _____ Date: _____
Property Owner

Applicant: _____ Date: _____
(If different from Owner)

(Property owner must sign application)

It is the policy of the City Commission not to act on a proposal if the applicant/ applicant's representative is not present at the related commission meeting. City Planning Staff represents the City; staff cannot answer questions on behalf of the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.

