

# CITY OF BIG TIMBER

## APPLICATION FOR CONDITIONAL USE PERMIT

The undersigned hereby make(s) application to the City of Big Timber for a Conditional Use Permit pursuant to Chapter 15 of the Municipal Code:

### APPLICANT INFORMATION

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

### LEGAL DESCRIPTION OF PROPERTY

Lots \_\_\_\_\_, Block \_\_\_\_\_, of the \_\_\_\_\_  
(Platted area)

**OR**

COS \_\_\_\_\_, \_\_\_\_\_ quarter, Section \_\_\_\_\_, T. \_\_\_\_\_, R. \_\_\_\_\_ E.

Street Address: \_\_\_\_\_

**DESCRIPTION OF PROPOSED STRUCTURE AND USE:** *(Depending on the complexity of the request, the Planning Office may request additional information)*

Explain Conditional Use Permit: Describe your business plan: (include the business name, type of business, type of merchandise, type of service, number of employees, potential environmental hazards, and size of structure to be used for business) *Please attach letter describing your business plan or* \_\_\_\_\_

Ingress and egress to the property and proposed structures shall be (1) adequate to serve the proposed use without burden to adjacent and nearby uses, and (2) built to State Building Codes? \_\_\_\_\_

Proposed screening or buffering? \_\_\_\_\_

How will use affect nearby properties or their occupants due to (1) the number of persons anticipated to use, reside or work under the conditional use; (2) noise, odor, particulates, smoke, fumes and other emissions, or other nuisance activities generated by the conditional use? \_\_\_\_\_

**Attach site plan showing exact dimensions and shape of the lot to be built upon, the exact sizes and locations of the lot of existing buildings, and the exact location and dimensions of the proposed buildings or alterations. Also include the parking layout, along with a drainage and grading plan.**

The owner(s) and applicant named in the preceding paragraph do hereby each certify and represent that he or they have read Title 11 of the Big Timber Municipal Code, understand the contents thereof and that the proposed building or other structure will be constructed or the proposed work will be done and use thereof will be in conformity with the requirements and provisions of Title 11 and the laws of the State of Montana. Additionally, the owner(s) and applicant agree to abide by and conform to the terms of any permit issued and agree that failure to conform to the laws, regulations and permit may result in removal, at the owners' expense, the non-conforming structure, among other lawful remedies.

**Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_**

**Owner:\_\_\_\_\_ Applicant\_\_\_\_\_**

*Please include Property Owners mailing information if different from Applicant. The initial burden is on the applicant to demonstrate that all applicable standards and criteria are met. Applications that do not satisfy this burden cannot be approved. A notarized letter from the Landowner must accompany this application stating that they acknowledge and approve of the request.*

Please return permit to: City-County Planning Office  
P. O. Box 1256  
Big Timber, MT 59011  
(406) 932-5470

\$100 Fee Required Upon Submittal of Application

Make check payable to: **Sweet Grass County**

**FOR PLANNING OFFICE USE**

Date received: \_\_\_\_\_ Planning Board Hearing Date: \_\_\_\_\_

Planning Board Decision: \_\_\_\_\_

\_\_\_\_\_

City Council Decision: \_\_\_\_\_

\_\_\_\_\_

Filed with City Clerk on: \_\_\_\_\_