

**COUNTY OF McCONE / CITY OF CIRCLE SUBDIVISION
APPLICATION FORM**

PART I. GENERAL DESCRIPTION AND INFORMATION

1. Name of proposed development:

2. Location: Street address, City and/or county

Legal description: _____ 1/4 _____ 1/4 of Section _____ Township _____ Range _____

3. Is concurrent review by local governing body and DEQ requested? Yes _____ No _____

4. Type of water supply system

_____ Individual well _____ Individual cistern _____ Individual surface water supply or spring

_____ Shared well (2 connections) _____ Service connection to public system

_____ Extension of public main _____ Service connection to multiple-user system

_____ Multiple-user water supply system (3-14 connections and fewer than 25 people)

_____ New public system (15 or more connections or serving 25 or more people)

5. Type of wastewater treatment system

_____ Number of bedrooms (3 bedrooms will be used if unknown)

_____ Individual wastewater treatment system _____ Shared wastewater treatment system

_____ Extension of public main

_____ Service connection to public system

_____ Service connection to multiple-user system

_____ Multiple-user system (3-14 connections and fewer than 25 people)

_____ New public system (15 or more connections or serving 25 or more people)

6. Name of solid waste disposal site: _____

7. Non-Degradation:

Is information included which substantiates that there will be no degradation of

state waters or that degradation will be nonsignificant?

Yes _____ No _____

If not, have you enclosed an Application to Degrade?

Yes _____ No _____

8. Descriptive Data:

_____ Number of lots or rental spaces _____ Total gross acreage of subdivision

_____ Minimum size of lots or spaces _____ Maximum size of lots or spaces

_____ Total acreage in lots being reviewed _____ Total acreage in streets or roads

_____ Total acreage in parks, open space, and/or common facilities

9. Indicate the proposed use(s) and number of lots or spaces in each:

_____ Residential, single family _____ Number of units

_____ Residential, multiple family _____ Number of units

_____ Type of multiple family structure (e.g. duplex, townhouse, flat)

_____ Planned unit development _____ Number of units

_____ Condominium _____ Number of units

_____ Mobile home park _____ Number of units

_____ Recreational vehicle park _____ Number of units

_____ Commercial or industrial _____ Number of units

_____ Other (please describe)

10. Provide the following information regarding the development:

Current land use _____

Proposed land use _____

Adjacent land use _____

Existing zoning or other regulations _____

Depth to ground water at the time of year when water table is nearest to the natural ground surface within the drainfield area _____

Depth to bedrock or other impervious material in the drainfield area _____

11. The following documents must be included with this application form, unless not applicable to the specific proposal:

_____ A current subdivision guarantee/certificate of title (required for all subdivision proposals)

_____ Drafts of any covenants and restrictions to be included in deeds or contracts for sale

_____ Drafts of any maintenance or utility agreements

_____ An overall development plan indicating the intent for the development of the remainder of the tract, if a tract of land is to be subdivided in phases

_____ Drafts of homeowners' association bylaws and articles of incorporation. (Submitting a draft copy of a homeowners' association bylaws and articles of incorporation is adequate for DEQ to initiate and complete its review of sanitary facilities, but a copy of the fully executed documents must be submitted before DEQ can issue final approval.)

12. Project Description: The applicant should submit a statement that describes the project in their own words, including information such as:

- Type of project
- Purpose of the project
- Total square footage of property and number and size of lots proposed;
- Site characteristics (existing development and land uses, topography, water features, predominant vegetation types, wildlife or wildlife habitat, etc);
- Existing development to be retained or removed;
- How utility services and site access will be provided
- How water and sewer will be provided
- Description of any geologic hazards or past uses that could affect the suitability of the site for development;
- Street dedications and improvements;
- Any tracts or easements and their purpose;
- Any other information needed to understand the project.

13: Impacts of the Proposal: A narrative must be attached which describes how the

- application affects:
- agriculture;
- agricultural water user facilities;
- the capacity of local services;
- the natural environment;
- wildlife;
- wildlife habitat; and
- public health and safety.

If the proposed development will create any impact in these areas, a narrative must also be attached which describes the mitigation measures proposed to minimize these impacts.

14: Statement of Subdivider:

I understand that a person may not dispose of any lot within a subdivision, erect any facility for the supply of water or disposal of sewage or solid waste, erect any building or shelter in a

subdivision that requires facilities for the supply of water or disposal of sewage or solid waste, or occupy any permanent buildings in a subdivision until the reviewing authority under the Sanitation in Subdivisions Act has issued a certificate of subdivision approval indicating that the subdivision is not subject to sanitary restriction, unless the subdivision is exempt from the Sanitation in Subdivisions Act under 76-4-125, MCA. I understand that a person may not construct or use a facility that deviates from the certificate of subdivision approval until the reviewing authority has approved the deviation.

I designate _____ as my representative for purposes of this application.

Designated representative (e.g., engineer, surveyor)

Name: _____ Phone: _____

Email
Address: _____

Mailing
Address: _____

Property Owner

Name: _____

Signature of property owner

Print name of property owner

Mailing Address: _____

Date: _____ Phone: _____

(The statement must be signed by the owner of the land proposed for subdivision or the responsible officer of the corporation offering the same for sale.)

13: Time frame for review: The statutory time frame for a First Minor subdivision review is 35 working days from the time a complete application is submitted. The statutory time frame for a Subsequent Minor or a Major subdivision review is 60 working days from the time a complete application is submitted (or 80 working days if the subdivision contains 50 or more lots). Resubmittal of denied or incomplete applications restarts the time frame.

The estimated time for the DEQ to act on a complete subdivision application is 10 days for subdivisions reviewed by a local department of health under contract to the DEQ. Local health departments review subdivisions within 50 days of receipt of a complete application. During non-peak times, a review may take 25 to 45 days. For peak times, the review may take 45 to 60 days.