



Planning Department
201 1st Avenue East
Kalispell, MT 59901
Phone: (406) 758-7940
Fax: (406) 758-7739
www.kalispell.com/planning

APPLICATION FOR GROWTH POLICY AMENDMENT (GPA)

PROJECT NAME: _____

1. NAME OF APPLICANT: _____
2. MAIL ADDRESS: _____
3. CITY/STATE/ZIP: _____ PHONE: _____

NAME AND ADDRESS OF OWNER/S IF DIFFERENT THAN APPLICANT:

4. NAME: _____
5. MAIL ADDRESS: _____
6. CITY/STATE/ZIP: _____ PHONE: _____
7. TECHNICAL ASSISTANCE: _____
8. MAIL ADDRESS: _____
9. CITY/STATE/ZIP: _____ PHONE: _____

If there are others who should be notified during the review process, please list those.

- A. Property Address: _____
- B. Total Area of Property: _____
- C. Legal description including section, township & range: _____

- D. Please provide the following information in a narrative format with supporting drawings or other format as needed:
- a. An overall description of the issues, goals and policies associated with the proposed development.
 - b. Project feasibility and a schedule showing the timeframe in which each phase will be completed.
 - c. A showing of the conformance of this amendment with the growth policy overall.
 - d. A convincing showing of need.
 - e. A showing of neighborhood compatibility. Where there are more intensive uses or incompatible uses planned within the plan area or on the boundaries, how the impacts of those uses would be mitigated.
 - f. A showing of transportation impacts and general proposed mitigation measures.
 - g. A listing of the environmental impacts associated with the plan amendment.
 - h. A listing of all know site hazards and general mitigation strategies
 - i. A strategy for the adequate provision of local services
 - (1). Water
 - (2). Sewer
 - (3). Police
 - (4). Fire
 - (5). Parks and open space, trails and pedestrian ways
 - (6). Storm water
 - (7). Schools
 - (8). Gas, electricity
 - j. A showing of the appropriateness of the proposed location of the project.
 - k. The extent to which the plan departs from the existing growth policy and the reasons why such departures are or are not deemed to be in the public interest.

1. Include site plans, drawings and schematics with supporting narratives where needed that includes the following information:
 - (1). Property boundary locations.
 - (2). Site hazards or environmental constraints including area of steep slopes (10% and 25%), floodplain and flood way, drainage or streams;
 - (3). Total acreage, current growth policy designation and present zoning classifications;
 - (4). Growth policy and zoning classification of all adjoining properties;
 - (5). Assignment of major land use categories. A showing of density and intensity of major land uses including, for example, dwelling units per gross acre, square footages of commercial/acre, square footage of industrial uses/acre, potential public facilities and buildings, open space uses, etc.
 - (6). Collector and arterial road systems. Any unusual road features (bridges, frontage roads, etc.)
 - (7). Location and type of significant open space, common areas or substantial buffers, and major pedestrian trail systems;
 - (8). Proposed schedule of completions and phasing of the development, if applicable;
 - (9). Existing covenants, conditions and restrictions which would significantly alter development within the area;
 - (10). Special or unusual design features intended to mitigate identified site hazards.
 - (11). Any other information that may be deemed relevant and appropriate to allow for adequate review.

The signing of this application signifies that the aforementioned information is true and correct and grants approval for Kalispell Planning Department staff to be present on the property for routine monitoring and inspection during review process.

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(Applicant Signature)

(Date)

APPLICATION PROCESS

APPLICABLE TO ALL GROWTH POLICY AMENDMENT APPLICATIONS:

A. Pre-Application Meeting:

A discussion with the planning director or designated member of staff must precede filing of this application. Among topics to be discussed are the application process and submission information

B. **Completed application form.**

C. **Application fee** per schedule below, made payable to the City of Kalispell.

Growth Policy Amendment fee: \$2,200 plus \$10/acre

D. **Electronic copy** of the application materials submitted. Either copied onto a disk or emailed to planning@kalispell.com (Please note the maximum file size to email is 20mg)

E. **A bona fide legal description** of the subject property and a map showing the location and boundaries of the property.* Note verify with the Flathead County Clerk and Recorder that the legal description submitted is accurate and recordable. The Flathead County Clerk and Recorder can be reached at (406) 758-5526.

Please consult with the staff of the Kalispell Planning Office for submittal dates and dates for the planning board meeting at which it will be heard in order that requirements of state statutes may be fulfilled. The application must be accepted as complete forty-five (45) days prior to the scheduled planning board meeting.