



## DEVELOPMENT SERVICES

435 RYMAN • MISSOULA, MT 59802 - 4297 • (406) 552-6630 • FAX: (406) 552-6053

### EXHIBIT 2A – CITY MINOR SUBDIVISION APPLICATION

#### A. GENERAL INFORMATION

1. The subdivider has one year after the pre-application meeting to submit a formal subdivision application. Otherwise, a new subdivision pre-application meeting is required.
2. One submittal packet and full-sized preliminary plat is required for each Element Review submittal. The subdivider is encouraged to schedule a meeting with the case planner to submit the formal application packet for Element Review. If requested the meeting will be scheduled within 10 working days of the case planner and the subdivider's conversation regarding the Element meeting request. The Element Review period starts the day the packet is submitted to Development Services for review and the fee is paid.
3. Once the application packet is deemed complete for Element Review, one submittal packet and full-sized preliminary plat is required for Development Services staff review for each Sufficiency submittal, in addition to packets mailed to agencies identified in the subdivision agency review list. Alternatively, if an electronic packet is submitted meeting the electronic packet submission guidelines, the agency sufficiency packets can be provided electronically.
4. For each Sufficiency submittal via electronic packet, applicants will send agencies a hard copy cover letter and an electronic cover letter notifying them that the project has commenced 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc. Sufficiency review. This letter should include a link to the subdivision packet on the DS website, review deadlines, contacts, and other information for the Sufficiency review as indicated by DS.
5. Upon completion of Agency Sufficiency Review, the application packets submitted for City Council review must include any agency comment received during Agency Sufficiency Review as well as any applicant responses to the agency comment, if applicable. In addition, City Council review packets must include the letter declaring the application packet Sufficient, and all Element and Agency Sufficiency Review letters from DS. Except for the addition of these materials, the packets submitted for City Council review must be exactly the same as the packet that was deemed Sufficient. Packets for City Council review must be provided in an electronic format per the electronic packet submittal guidelines.
6. Name of proposed subdivision: **Grant Creek Center, Phase II, Lots 22A & 22B**
7. Name(s) of Subdivider: **Edgell Family Limited Partnership**  
Mailing Address: **2502 Klondike Court, Missoula, MT 59808**  
Telephone Number: **396-0155 David Edgell**  
Email Address:
8. Name(s) of Owner of Record: **Edgell Family Limited Partnership**  
Mailing Address: **2502 Klondike Court, Missoula, MT 59808**  
Telephone Number: **396-0155 David Edgell**  
Email Address:
9. Name and Company of Representative:  
**Montana Northwest Co-Ken Jenkins & Lynne Edens**  
Mailing Address: **PO Box 8777, Missoula, MT 59807**  
Telephone Number: **721-4033**  
Email Address: **ken@mtnwco.com & lynne@mtnwco.com**
10. If the applicant is someone other than the property owner, the owner must also sign the application in the space provided below. Certification: I hereby certify that the foregoing

information contained or accompanied in this application is true and correct to the best of my knowledge.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Representative's Signature \_\_\_\_\_ Date \_\_\_\_\_

**B. SUBJECT PROPERTY INFORMATION**

General location of subdivision and address (if address has been assigned):

320 Expressway, Missoula, MT 59808

Legal Description - complete and unabbreviated: Grant Creek Center -Phase II, Lot 22

Township, Range, Section(s): **T13N, R19W, Section 7**

Subdivision, Lot(s), Block(s): **Grant Creek Center- Phase II, Lot 22**

Tract(s), COS#:

Geocode: **04-2200-07-1-01-08-0000**

Number and type of lots proposed: **2 Commercial**

Average Lot Size: **.58 Acres**

Median Lot Size: **.58 Acres**

Total acreage of subdivision: **1.16 Acres**

Total net acreage of lots within the proposed subdivision: **1.16**

Total acreage in streets and roads:

Total acreage in parks or common area: **0**

Gross Density: **Two existing commercial buildings are proposed to equally be divided. with one building per lot, totaling .58 acres each**

**C. TYPE OF SUBDIVISION PROJECT (Check all that apply):**

- ☒ Minor (5 or fewer lots)
- ☐ Residential
- ☒ Commercial/Industrial
- ☐ Mobile Home Park
- ☐ RV Park
- ☐ Condominium
- ☐ Subdivision PUD

**D. ZONING AND GROWTH POLICY COMPLIANCE**

1. Complete the following table (where applicable, indicate Unzoned):

	Zoning	Existing Land Use
Adjacent (North)	<b>Unzoned</b>	<b>Residential-Mobile Home Park</b>
Adjacent (South)	<b>M1-2</b>	<b>Commercial</b>
Adjacent (East)	<b>M1-2</b>	<b>Commercial</b>
Adjacent (West)	<b>M1-2</b>	<b>Commercial</b>

2. Is the property zoned? **Yes**
  - a. If yes, what is the current zoning of the property? **M1-2**
  - b. If yes, provide a zoning map (if available). If the property is split zoned, show the zoning district boundaries on the plat or a Supplemental Data Sheet with the plat as a base map. See Zoning Map in Section 4 & Section 9.
  - c. If yes, provide a copy of the zoning district standards which apply to the proposed subdivision. See Section 4 for Map and Definition of Zoning
  - d. If yes, describe how the project complies with the existing zoning district. **This property meets the zoning requirements and is already developed with no future planned development. Said property has two commercial buildings, paved parking, sidewalks, curb and gutters, with mature landscaping.**
3. Do you intend to zone the property, or will the property have to be re-zoned to allow for this development? **No**
  - a. If yes, what is the proposed zoning for the subject property?
  - b. If a zoning change is requested concurrently with the proposed subdivision, provide a complete and signed rezoning application and a copy of the proposed zoning district regulations.
4. Will this property be required to be annexed into the City? **No**
  - a. If yes, what zoning district does the City Council intend to apply upon annexation? **N/A**
  - b. If yes, provide a copy of the Resolution of Intent to Annex approved by City Council. **N/A**
5. Is the property within the Urban Growth Area? **Yes**
6. Which comprehensive plan(s) of the Missoula City Growth Policy apply to this property? **2005 Wye-Mullan West Plan Area and the 2019 Missoula Area Land Use Element.**
7. What is the current land use designation for this property, as indicated in the applicable comprehensive plan? **The Missoula 2035 City Growth Policy Future Land Use Map recommends a land use designation of light industrial (IND-L) and associated zoning designation of M1-2, the current zoning designation as recommended by the growth policy. The proposal complies with the M1-2 in parcel area, and use. Limited Industrial-Commercial, 2 buildings per 5000 square feet.** Provide a map of the land use designation and legend from the applicable comprehensive plan / growth policy. See attached in Section 4
8. Describe how the project complies with the land use designation and the goals and policies of the Growth Policy. **Lot 22 contains two existing commercial buildings with no new development proposed. Said Lot already meets the density requirements for this proposed subdivision with 2 dwelling units per 5000 square feet. The proposed would also be in compliance with the Limited Industrial/Commercial Zoning and Growth Policy.**
9. Is a Planned Unit Development proposed? **No** If a Planned Unit Development is proposed, provide additional submittal requirements per Section 3-120.2.

#### **E. CLUSTER AND CONSERVATION DEVELOPMENT**

1. Is Cluster and Conservation Development per Section 3-180 proposed? **No**
  - a. If yes, provide additional submittal requirements described in Section 3-180.

#### **F. PHASING**

1. Is this subdivision proposed to be developed in phases? **No**  
If yes, provide a phasing plan per Sections 4-070.2 & 4-070.3 (and optional Phasing Plan Narrative) which indicates the following:
  - a. each phase of the subdivision numbered in the order in which they are proposed to be filed;
  - b. which lots and which improvements will occur in each phase;
  - c. a legend that lists each phase and the month, day and year that each phase will be submitted for final plat review; and,
  - d. the amount of parkland dedication required for each phase and the amount provided for each phase.
  - e. If the Phasing Plan is in color, also number each phase directly on the platted areas.

## G. COVENANTS AND/OR HOMEOWNER'S ASSOCIATION

1. As a separate attachment, provide proposed draft covenants and restrictions to be included in deeds and contracts for sale.
2. Is common property to be deeded to a property owner's association? **No**  
If common property is to be deeded, provide draft covenants and restrictions meeting minimum standards per Section 5-020.14K.
3. Are there existing or proposed covenants and/or a homeowner's association? **Yes**  
If yes, provide existing covenants, restrictions, and/or property owner's or homeowner's association documents or other documents that outline deed restrictions that apply to the subdivision. **See Section 8 for Proposed Development Covenants**  
If yes, the proposed draft covenants shall specify they apply to the proposed subdivision and are supplemental to the existing covenants and restrictions.

## H. PROJECT SUMMARY

As a separate attachment labeled "*Project Summary*" and included at the beginning of the submittal packet, provide a narrative description of the proposed project and existing site conditions.

Summarize the following information:

- |                                    |  |
|------------------------------------|--|
| ▪ Owner;                           | ▪ Legal description;                   |
| ▪ Developer;                       | ▪ Summary of roads;                    |
| ▪ Representative name and company; | ▪ Summary of non-motorized facilities; |
| ▪ Subdivision name;                | ▪ Variances requested, if any; and     |
| ▪ # of lots proposed;              | ▪ Zoning & growth policy compliance    |
| ▪ # of acres;                      |  |

**See Section 2, Project Summary**

## I. MAPS, DATA SHEETS, AND MATERIALS

As separate attachments, provide the following Maps and Data Sheets with the site clearly identified. All full-size (24" x 36") Supplemental Maps and Data Sheets shall be folded to a maximum of 9" x 12". Where appropriate, required information may be combined as long as the information is clearly presented. Use the preliminary plat as a base map where practical and feasible. Please check the box if the Supplemental Map or Data Sheet is included in the packet and state where in the packet it is located. If the item is not included in the submittal packet, please note "N/A".

- ☒ **A vicinity map** showing the subject property and the area within 1,000 feet of the subject property. **See Section 4**
- ☒ **A Zoning map** of the subject property and vicinity (showing the existing zoning district), extending at least 300 feet from the property boundaries. **See Section 4**
- ☒ **A Growth Policy/Comprehensive Plan map** of the subject property and vicinity extending at least 300 feet from the property boundaries for the applicable comprehensive plan, clearly showing the land use designation of the subject property and surrounding properties. **See Section 4**
- ☒ **Adjacent properties.** A map showing the relationship of the proposed subdivision to adjacent subdivisions, certificates of survey, and public or private rights of way and any other access. Include the zoning of adjacent properties and the location of any buildings, railroads, power lines, towers, roads, and other land uses on adjacent lands. Show the names of platted subdivisions and numbers of certificates of surveys on the map. **See Section 4 & Section 9**
- ☒ **Adjacent ownership.** A map showing the ownership of adjacent lands, including lands across public and private rights of way. **See Section 4**
- ☒ **Certificate of survey and/or prior subdivision history** of subject property and adjacent properties. **See Section 4**
- ☒ **An aerial photo** of the subject property and vicinity extending at least 200 feet from the property boundaries. **See Section 4**

- ☒ **An existing conditions map** per Section 4-010.1B(1) including location, current land use, land cover (such as cultivated areas, paved areas), natural features (such as lakes, streams, riparian vegetation), all existing structures and improvements, and all encumbrances, such as easements. **See Section 4**
- ☐ **Landscaping and maintenance plans** for common areas, and boulevard plantings, as may be required. **Not Applicable**
- ☒ **Variance requests.** If the proposed subdivision cannot comply with all subdivision standards, provide an attachment labeled "Variance Request(s)" and identify, for each standard not met, the section of the subdivision regulations for which the variance request is being sought and address the variance criteria (in Section 6-010 of the City of Missoula Subdivision Regulations) for each variance request. **See Section 2**

## J. WATER AND SANITATION REPORT

The State of Montana [MCA 76-3-622] requires subdividers to provide the following water and sanitation information for any new subdivision that will include a new water supply system or new wastewater facilities. In compliance with this law, attach a separate document entitled "Water & Sanitation Report" which contains the following:

- ☒ 1. **Map.** A vicinity map or plan that shows:
  - a. The location, within 100 feet outside of the exterior property line of the subdivision and on the proposed lots, of flood plains; surface water features; springs; irrigation ditches;
  - b. Existing, previously approved, and, for parcels fewer than 20 acres, proposed water wells and wastewater treatment systems; for parcels less than 20 acres, mixing zones;
  - c. The representative drain-field site used for the soil profile description; and
  - d. The location, within 500 feet outside of the exterior property line of the subdivision, of public water and sewer facilities.
- ☒ 2. **Description.** A description of the proposed subdivision's water supply systems, storm water systems, solid waste disposal systems, and wastewater treatment systems, including the following:
  - a. Whether the water supply and wastewater treatment systems are individual, shared, multiple user, or public as those systems are defined in rules published by the Montana Department of Environmental Quality (DEQ).
  - b. If the water supply and wastewater treatment systems are shared, multiple user, or public, a statement of whether the systems will be public utilities as defined in 69-3-101, MCA and subject to the jurisdiction of the public service commission or exempt from public service commission jurisdiction and, if exempt, an explanation for the exemption.
  - c. If the water supply is provided by a multiple user water supply system, per Section 3-070, submit the system design prepared by a professional engineer to comply with design and construction requirements for public water supply systems specified by rules adopted pursuant to MCA Title 75, Chapter 6.
- ☒ 3. **Lot layout.** A drawing of the conceptual lot layout at a scale no smaller than 1 inch equal to 200 feet that shows all information required for a lot layout document in rules adopted by the Montana Department of Environmental Quality pursuant to 76-4-104, MCA.
- ☒ 4. **Suitability.** Evidence of suitability for new on-site wastewater treatment systems that, at a minimum, include:
  - a. A soil profile description from a representative drain-field site identified on the vicinity map that complies with standards published by the Montana Department of Environmental Quality;
  - b. Demonstration that the soil profile contains a minimum of 4 feet of vertical separation distance between the bottom of the permeable surface of the proposed wastewater treatment system and a limiting layer; and

- c. In cases in which the soil profile or other information indicates that ground water is within 7 feet of the natural ground surface, evidence that the ground water will not exceed the minimum vertical separation distance of 4 feet.
- ☒ 5. **Water quantity.** For new water supply systems, unless cisterns are proposed, evidence of adequate water availability:
  - a. obtained from well logs or testing of onsite or nearby wells;
  - b. obtained from information contained in published hydro-geological reports; or
  - c. as otherwise specified by rules adopted by the Montana Department of Environmental Quality pursuant to 76-4-104, MCA.
- ☒ 6. **Water quality.** Evidence of sufficient water quality in accordance with rules adopted by the Montana Department of Environmental Quality pursuant to 76-4-104, MCA.
- ☒ 7. **Impacts to groundwater quality.** Preliminary analysis of potential impacts to ground water quality from new wastewater treatment systems, using as guidance rules adopted by the board of environmental review pursuant to 75-5-301, MCA and 75-5-303, MCA related to standard mixing zones for ground water, source specific mixing zones, and non-significant changes in water quality. The preliminary analysis may be based on currently available information and must consider the effects of overlapping mixing zones from proposed and existing wastewater treatment systems within and directly adjacent to the subdivision. Instead of performing the preliminary analysis, the sub-divider may perform a complete non-degradation analysis in the same manner as is required for an application that is reviewed under Title 76, Chapter 4.

#### K. PRIMARY REVIEW CRITERIA REPORT, SUMMARY OF PROBABLE IMPACTS, AND SUBDIVISION REGULATION COMPLIANCE

*(Montana Code Annotated (M.C.A. 76-3-603) does not require the submittal of an Environmental Assessment for minor subdivision proposals.)*

1. **IMPACT ON AGRICULTURE:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to agriculture. Agricultural land includes land used for agriculture or having a soil type defined by the Natural Resources Conservation Service as having agricultural importance, including prime farmland, prime farmland if irrigated, farmland of statewide importance, and farmland of local importance. **The subject property is already developed with two Industrial-Commercial buildings, complete with a paved parking, mature landscaping, sidewalk curb and gutters. There is no irrigation on the property. The 18.6% farmland of local importance, is located Northern boundary of the property and is an undeveloped, non buildable slope. The 81.4% of the property specified as pits, gravel is the developed portion of the property. Therefore there are no significant adverse impacts anticipated by this proposed subdivision. See Section 4 for the Soils Map Report.**
  - a. **Agriculture production.** Is the proposed subdivision located on land currently or previously used for agricultural production? **No**  
If yes, identify the number of acres in production on a map.
  - b. **Description.**
    - i. Describe the productivity of the land and whether the subdivision would remove from production any agricultural or timber land.  
**The small portion of land containing farmland of importance, was already included in the Grant Creek Center - Phase II and determined non buildable due to the grade of the slope >25%. The Pits-Gravel area is currently impacted by a paved driveway, parking and two existing buildings. This land is not irrigated**

and is therefore not currently significant as in agriculture. This portion of land has no timber or agricultural production existing. This subdivision would not remove any agricultural or timber land from current production.

- ii. Describe agricultural operations and other uses of land on the adjacent property. **There are no agricultural or timber lands near the proposed subdivision. No impact to agricultural operations is anticipated by this subdivision.**
  - iii. Describe what measures will be taken, if any, to control family pets. **This subdivision sits at the south edge of a high density single family housing and storage units, seperated by chain link fencing. The adjacent to the south, east and west by Industrial Commercial developed lands. It is likely that the adjacent subdivisions contain household with pets. There are no significant agricultural operation in close proximity to the subject property. Containment of family pets is discussed in the "Living with Wildlife" portion of Development Covenants, see section 9.**
  - vi. Describe any existing fence lines around the subdivision boundary, which protect agricultural lands under an ownership other than that of the subdivider, and describe any measures which will be taken to ensure that the owners of the subdivision will share with the owner of the agricultural lands in the continued maintenance of the fence. **A tall chainlink fence will be maintained at the discretion of the land owners(s) and currently surrounds the entier Lot on the North, East and West boundaries. The Southern boundary faces Expressway. No fences are shared with adjacent agriculture.**
- c. **Soil type.** Is the proposed subdivision located on land with a soil type defined by the Natural Resources Conservation Services (NRCS) as having agricultural importance (Prime, Prime if Irrigated, Statewide or Local Importance)? **Yes**  
If yes, which type(s)?  
**The Subject area contains two areas of distinct soil classifications. Approximately 18.6% of the property is identified as Moiese gravelly loam, 0-2% slopes, and classified as Farmland of local importance. The larger portion, 81.4% of the subject property is identified as pits, gravel.**
- i. **Soils map.** If yes, identify each area on a copy of the preliminary plat and provide a Soils Map and Table from the Soil Survey, published by the U.S. Department of Agriculture, the Natural Resources Conservation Service, and the Forest Service, showing the soil type(s) found within the proposed subdivision. See Section 4
  - ii. **Soils assessment.** Provide a soils assessment per Section 5-020.14M. See Section 4
  - iii. **Sewer and zoning.** If the soil type is defined as Prime or Prime if Irrigated, is the subdivision proposing or required to connect to sewer, or is the property unzoned?  
**N/A**
  - iv. **Irrigation.** If the soil type is defined as Prime if Irrigated, is the property served by an existing, developed irrigation system or water right, including wells and adjacent irrigation ditches? **No**

2. **IMPACT ON AGRICULTURAL WATER USER FACILITIES:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to agricultural water user facilities.  
**There are no active irrigation ditches on this proposed subdivision . Lot 22 has two existing commercial dwellings that are both currently hooked to municipal facilities, water and sewer. No impact to agricultral water user facilities is expected.**

- a. **Location.** Is the subdivision located on land with agricultural water user facilities or adjoining an agricultural water user facility? **No**  
i. If yes, describe the facilities (irrigation ditch, well, etc.).
- b. **Ditches.** Are any irrigation ditches located on or adjacent to the property? **No**  
i. If yes, provide the name and contact information for the responsible ditch company.  
ii. If yes, do you intend to provide access to the irrigation ditch for all lots?  
1. If no, if the average lot size in the proposed subdivision will be one acre or less, provide for disclosure notifying potential buyers that lots within the subdivision are classified as irrigated land and may continue to be assessed for irrigation water delivery even though the water may not be deliverable to the lots.
- c. **Abandonment or transfer of water rights.** Does the subdivision involve the abandonment or transfer of water rights from the property being subdivided? **No**  
i. If yes, provide documentation that the water rights have either been removed from the land or that the process has been initiated to remove the water rights from the land.  
ii. If yes, the fact the water rights have been or will be removed from the land within the subdivision shall be denoted on the preliminary plat.  
iii. If no, the subdivider shall, unless otherwise provided under separate written agreement or filed easement, show on the preliminary plat, ditch easements for the unobstructed use and maintenance of existing water delivery ditches, pipelines, and facilities in the proposed subdivision that are necessary to convey water through the subdivision to lands adjacent to or beyond the subdivision boundaries in quantities and in a manner that are consistent with historic and legal rights. A minimum width of 10 feet is required on each side of irrigation ditch canals and ditches for maintenance purposes, unless a lesser width is agreed to by the owner of the ditch right. There are no active working ditches crossing said land.
- d. **Removal of facilities.** Does the subdivision involve the abandonment or removal of agricultural water user facilities? **No**
- e. **Maintenance.** Will the proposed subdivision or associated improvements alter access for maintenance of agricultural water user facilities? **No**
- f. **Water availability.** Will the proposed subdivision or associated improvements alter the movement or availability of water? **No**
- g. **Disturbance.** Will any proposed construction disturb an existing irrigation ditch or well or result in any changes to agricultural water use? **No**
3. **IMPACT ON NATURAL ENVIRONMENT:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to the natural environment.  
**Said land is fully developed and no future development is planned. Therefore, no significant adverse effects will come of splitting this already developed land into two pieces. No mitigation efforts are proposed at this time.**
- a. **Public lands**  
i. Is the subdivision proposal adjacent to public lands? **No**



1. If yes, how will the proposed subdivision affect adjacent public land uses?  
**Not applicable.**
2. If yes, describe any applicable land management policies of any public lands adjacent to or near the proposed subdivision. **Not Applicable.**
3. If yes, describe how access to public lands will be affected by this subdivision.  
**Not applicable.**

**b. Historical features**

- i. Are there any known historic, paleontological, archaeological or cultural sites, structures or objects on or within a half-mile of the proposed subdivision? **No**
  1. If yes, identify any known historical, paleontological, archaeological or cultural sites, structures and/or objects within a half-mile of the proposed subdivision, provide a site map identifying these features which may be affected by the proposed subdivision and describe any plans to protect such sites or properties. **This subdivision, Grant Creek Center, Phase II went through the Missoula City Subdivision Review Process and was Recorded March 4, 1981. The two existing buildings were constructed in 1999 and 2006. After 2006 this land has been completely developed with two buildings, paved parking, landscaping skirting each building and fencing to protect the no build on the northern slope. There were no historical, paleontological, archaeological or cultural sightings documented at the time of development. In review of the Montana Historical Society's Report dated September 21, 2022, "None of these sites are located within your proposed area." The full report can be found in Section 4.**
  2. If yes, discuss the impact of the proposed development on any historic features, and the need for inventory, study and/or preservation with the State Historic Preservation Office (SHPO). Provide a written statement outlining any recommendations of SHPO and any plans for inventory, study and/or preservation and any mitigation planned to overcome any adverse impacts.

**c. Water rights**

- i. Have the water rights been severed from the subject property? **No**

**d. Groundwater**

- i. Does high seasonal groundwater rise within 15 feet of the surface of the property?  
**No**
  1. When evidence of high groundwater or unstable soil is present, provide a groundwater drainage mitigation plan prepared by a licensed professional engineer to mitigate the problem. The plan shall include, but not be limited to, measures to prevent the migration of groundwater through water, sewer and drainage trenches. MORE DETAIL FOR K.3.d Ground Water Relative to this proposed land division, this question is not relevant. The subject property is already developed with two office buildings, that are connected to municipal water and sewer. The Missoula City/County Health Department was consulted, and they have no nearby ground water studies or mapping, but questioned the need to address the question, given no on-site sewer is proposed. Examination of the two nearest well logs indicate first water was encountered at depths exceeding eighty (80) feet. High Groundwater and unstable soils have not been encountered on the subject property thus no mitigations are proposed.

- ii. What are the maximum and minimum depths to the water table, and on what dates were those depths determined?
- iii. What is the depth of aquifers and aquifer recharge areas from the surface of the property? **Unknown**
- iv. Describe the steps necessary to avoid depletion or degradation of groundwater recharge areas. **No depletion or degradation of groundwater recharge areas are anticipated with this subdivision. No future development is anticipated, therefore no changes to the groundwater recharge areas are anticipated. This lot is surrounded by City infrastructure.**

**e. Surface water**

- i. **Delineated floodplain.** Is any portion of the property within a FEMA-designated 100-year or Shaded Zone X floodplain? **No**
  - 1. If any portion of the property is within a FEMA-designated 100-year or Shaded Zone X floodplain, provide a map with a legend showing the designated areas, and/or areas removed by FEMA through a Letter of Map Amendment.
- ii. **Non-delineated floodplain.** Are any proposed building sites within 20 vertical feet and 1,000 horizontal feet of a stream draining an area of 15 square miles or more and in the same drainage basin, in an area where no official floodway delineation or floodway study of the stream has been made (in accordance with 3-010.2A)? **No**
  - 1. If any proposed building sites are within 20 vertical feet and 1,000 horizontal feet of a stream draining an area of 15 square miles or more and in the same drainage basin, in an area where no official floodway delineation or floodway study of the stream has been made (in accordance with Section 3-010.2A), submit a Flood Hazard Evaluation Report. MORE DETAIL PROVIDED FOR K3Eii  
Grant Creek is approximately 750 feet southeast to 850 feet southwest of the subject property being the nearest flood source. This portion of Grant Creek is designated by FEMA as Zone A (no detailed flood study). There are nearby detailed flood studies to the east and west of said Zone A portion of Grant Creek. Interpolating between the FEMA published flood elevations, at the nearest proximity to the subject property to the southeast, and southwest, the interpolated flood elevation of Grant Creek is from 1.5 to 12 feet lower than the lowest elevation on the property being subdivided. The noted flood studies, derived elevations, and existing development and subdivisions on both sides of this Zone A, suggest there is no flood hazard relative to the subject property.
- iii. **Mapping.** Locate on a plat overlay or sketch map all surface water and the delineated floodways that may affect or be affected by the proposed subdivision including natural water systems (streams, lakes, rivers, or marshes), artificial water systems (canals, ditches, aqueducts, reservoirs, irrigation or drainage systems), and land subject to flooding. See sections 4 & 9 for maps and the Preliminary Plat
- iv. **Description.** Describe all surface water that may affect or be affected by the proposed subdivision including name, approximate size, present use, and time of year that water is present. Describe the proximity of proposed construction (such as buildings, sewer systems, and roads) to surface waters. **There are no portions of this land located in or next to the floodplain. There is no standing water or irrigation ditches on the said property. No disturbance of floodplain areas are proposed or anticipated to result from this subdivision. Therefore, no mitigation efforts are proposed.**

- v. **Wetlands.** If wetlands are present, the subdivider shall provide wetlands investigation completed by a qualified consultant using the U.S. Army Corps of Engineers' Wetlands Delineation Manual Technical Report Y-87-1 (1987 Manual). If the investigation indicates the presence of wetlands, a wetlands delineation shall be shown on the final plat. If any construction or changes are proposed which require a 404 Permit, the subdivider shall provide evidence of such permit to the planning department.  
Not Applicable
- vi. **Water quality.** Please indicate which if any of the following water quality permits have been applied for and describe the reasons why these permits are required: **N/A**
1. 310 Permit (Local Conservation District)
  2. SPA 124 Permit (Department of Fish, Wildlife, and Parks)
  3. Floodplain Permit (City Floodplain Administrator)
  4. Section 404 Permit, Section 10 Permit (U.S. Army Corps of Engineers)
  5. 318 Authorization (Department of Environmental Quality)
  6. Navigable Rivers Land Use License or Easement (Department of Natural Resources and Conservation)

**f. Vegetation and Riparian Resource Areas**

- i. **Plant types.** Describe the vegetative types by plant community, relative age, and condition. **All but the North 40 feet of said property is developed with the existing commercial dwelling and parking lot. There are a few mature trees, a small portion of irrigated yard and a some shrubs surrounding the structures. The Northern 40' strip runs full length from East to West and is an undeveloped slope, left in a natural state.**
- ii. **Measures to preserve existing vegetation.** Describe any measures that will be taken to preserve trees and other natural vegetation as much as possible (such as locating roads, lot boundaries, and planning of construction to avoid damaging tree cover). **No additional or new construction is planned the proposed subdivision. No disturbance of existing vegetation is projected. Existing grasses will be preserved by pulling or spraying control as needed.**
- iii. **Critical plant communities.** Describe measures that will be taken to protect critical plant communities (such as keeping structural development away from these areas, and setting aside areas for open space). **The plant life on this property is native grasses with weed control on the north 40 foot boundary. The small portion of mature landscaping and lawn is well irrigated and maintained. There are no impacts to the plant community projected at this time.**
- iv. **Weeds.** Identify areas containing noxious weed growth. Describe proposed means of weed control, especially means to prevent weed growth on areas disturbed by construction. **The 40' strip on the northern boundary will be split by the propsed lots. No noxious weeds on either lot will be allowed. Weeds shall be controlled by the use of allowable chemicals, cutting, pulling, tilling or some other form of weed management allowed under the guidelines of Missoula County Weed Control. (also noted in the Development Covenants Weed Management Plan.)**
- v. **Wetlands and riparian resource areas.** Are there any wetland and/or riparian resource areas on the property per Section 2-020.102? **No**

1. If Riparian Resource Areas are within or adjacent to the proposed subdivision, provide a Riparian Management Plan per the submittal requirements in Sections 3-130.3 and 5-020.14L. Show areas of riparian resource and proposed buffers on a supplemental data sheet.
- vi. **Map.** Provide a map showing the distribution of the vegetation types (such as existing trees, vegetation clusters, marsh, grassland, shrub, coniferous forest, deciduous forest, mixed forest) and critical plant communities such as stream bank or shoreline vegetation, vegetation on steep or unstable slopes, vegetation on soils highly susceptible to wind or water erosion. See Section 4, Vegetation Map

**g. Geology / Hydrology / Soils / Slopes**

- i. **Description.** Describe the geologic, soil, or topographic conditions and any measures that will be taken to address potential problems encountered in the construction of roadways, basements, water supply trenches, sewer supply trenches, septic tank and drainfield installation, and/or underground electrical and telephone lines.  
**See Section 4 & 5, MFE Approval and previous Subdivision Approval**
- ii. **Cut and fill.** Describe the location and amount of any cut or fill three (3) or more feet in depth and plans to prevent erosion and promote revegetation of those cuts and fills.  
**There is no future development proposed for either lot. Therefore no cut/fill areas are requiring any mitigation or proposed to create adverse effects.**
- iii. **U.S.G.S. topographic map.** Provide a detailed current U.S. Geological Survey topographic map with an outline of the subdivision clearly indicated.  
See Section 4, USGS Topo Map
- iv. **Limitations map.** Provide a Geologic / Topographic Limitations Map which locates any unusual geologic, soil, or topographic condition on the property which may limit the capability for building or excavation using ordinary and reasonable construction techniques. Conditions include, but are not limited to: shallow depths to bedrock, depth to aquifers and aquifer recharge areas (source: Montana Bureau of Mines and Geology Groundwater Information Center - GWIC), basin closures (Source: Department of Natural Resources, Missoula Regional Office), a high groundwater table, unstable or expansive soils, and slopes in excess of 25%. See Section 4 & 9
- v. **Geotechnical report.** If the proposed subdivision includes land areas with the potential for landsliding, slope instability, or high ground water, provide a report by a qualified soil or geotechnical engineer indicating the locations, character, and extent of all areas subject to landsliding, slope instability, and high ground water, and prominently designate these areas on the preliminary plat and other records of conveyance.  
See Section 4
- vi. **Steep Slopes/Slope category map.** Does the subject property have slopes of 25% or greater? **Yes**
  1. If yes, designate these areas as "No-Build Zone/Steep Slope" on the plat.
- vii. **Hillside density adjustment calculation worksheet.** If the subdivision has sites proposed for development located on slopes over fifteen (15) percent, submit a hillside report per the requirements in Section 5-020.14E and a density adjustment calculation worksheet per the requirements in Section 3-140.4. A hillside density adjustment

calculation worksheet is available at the Development Services Office. Not included-  
Property Not Zoned.

- 4. IMPACTS ON WILDLIFE AND WILDLIFE HABITAT:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to wildlife and wildlife habitat.

**See Section 2, Project Summary and Section 8, Proposed Development Covenants**

- a. **Species types.** Per Montana Fish, Wildlife, and Parks maps and data, which species of fish and wildlife use the area to be affected by the subdivision? **Whitetail deer, bears, rabbits, birds and rodents, See Section 4 for detailed maps.**
- b. **Wildlife mitigation.**
- Describe any proposed measures to protect, enhance, or minimize degradation of wildlife habitat (such as keeping buildings and roads back from shorelines, setting aside marshland as open space, using a cluster development to limit development on sensitive areas). **As indicated on the Preliminary Plat, there will be no change to this commercial lot. There are two existing commercial offices with mature landscaping, wrapped in lawn and surrounded by a paved parking lot. The land will be divided in half putting each commercial office on individual lots.**
  - Describe any proposed measures to minimize or mitigate conflicts between residents and wildlife (such as covenants that require garbage and pet food to be kept indoors). **The subject property sits between fully developed properties. The existing high density residential mobile home park to the North and light industrial lots to the South, East and West. Conflicts between residents and wildlife is expected to be minimal. Wildlife language will be included in the Development Covenants, see Section 9.**
- c. **Map.** Provide a map identifying any known critical or key wildlife areas such as big game winter ranges, grizzly bear linkage corridors, waterfowl nesting areas, habitat for rare or endangered species, and wetlands and riparian resource areas per Montana Fish, Wildlife, and Parks maps and data and other appropriate resources. See Section 4

- 5. IMPACTS ON PUBLIC HEALTH & SAFETY:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to public health and safety.

**See Section 2, Project Summary**

- a. **Air Stagnation Zone.** Is the property within the Air Stagnation Zone? **Yes**
- b. **Airport Influence Area.** Is the property within the Airport Influence Area? **No**
- If the property is within the Airport Influence Area, provide a map showing the boundaries of the Airport Influence Area with the site identified and other sub-areas (such as Runway Protection Zone (RPZ), Extended Approach and Departure Areas (EADA), and the 65 dNL noise contour).
- c. **Avoidance and mitigation of hazards.** Describe avoidance or mitigation measures that are proposed to address identified hazard(s) and provide a map locating the hazards. Examples of health and safety hazards are:
- areas containing high pressure gas lines or high voltage lines;

- ii. land on or adjacent to Superfund or hazardous waste sites;
- iii. land on or adjacent to abandoned landfills, mines, well, waste sites or sewage treatment plants; and
- iv. areas identified as a high seismic hazard

**The proposed subdivision does have a high pressure gas line and a high voltage line running through it. Please see the Section 8 and Section 9 for easement location , documentation and Preliminary Plat. Utilities onsite are protected by Existing easements. In addition, see Preliminary Plat for building restrictions by no build zones to provide separation from utilities.**

- d. **Nuisances.** If the proposed subdivision contains on-site or nearby off-site land uses that create a nuisance (such as noise, dust, smoke, or unpleasant odors), identify such nuisances and describe avoidance or mitigation measures that are being proposed to address them. **Not Applicable.**

- 6. IMPACT ON LOCAL SERVICES:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to local services. **The proposed subdivision does not create any significant additional impact to local services. The fully developed property is located in an already developed area, adequately served by public roads and services. The existing paved driveway and parking lot that meets the subdivision regulations and with no planned future development, requires no mitigation. All approaches and permits are subject to approval by Public Works, air stagnation zone and paving standards would apply. There are existing walkways on Expressway with curb and gutter. Expressway has a large volume of vehicle traffic use. Pedestrian use of Expressway is frequent, as it provides connection to existing residential, commercial and public trails. Expressway is functionally classified as a Urban Collector without parking, table .2A of Section 3-020. of the City Subdivision regulations. Presently this portion of Expressway is paved to 70' with curb, gutter and sidewalks on both sides of the street. This is a fully developed, highly used street. The minimum right-of-way is 80' by regulation. The applicant requests a variance to the road standards in Table .2A of Section 3-020.**

- a. **Transportation facilities – motorized and non-motorized.** Describe the proposed subdivision's mitigation measures to avoid or minimize congestion (MCA 76-3-501(8)); **The proposed subdivision adds one additional lot (Lot 22A & 22B). This proposed subdivision divides the property in half leaving one commercial office on each lot. As a result of the subdivision there will be little to no significant increase in traffic and congestion. A variance request will be filed to address the width of Expressway, fronting said property, being under developed by MDT and lacks 10 feet to meet the 80 feet.**
  - i. **Bridges and culverts.** Describe characteristics such as location, name, type, width, design load, and vertical clearance, of any existing or proposed bridges or culverts within the subdivision or on roads providing access to the subdivision. **Not Applicable**
  - ii. **Non-motorized transportation facilities.** Describe existing and proposed non-motorized transportation facilities that will serve the proposed subdivision, including sidewalks and bike lanes/stripping. **There are sidewalks, curbs and bike lanes already established on Expressway. No further mitigation or improvements are required by this proposed subdivision.**

- iii. **Bus Routes.** Provide a map showing the locations of any bus stops and turnarounds for school buses and public transit, or provide a narrative description of bus routes in lieu of a map. If the project is located on an existing school bus route, show the route and the nearest bus stop relative to the proposed subdivision. If a bus stop is proposed within the subdivision, indicate the type and location on a Supplemental Data Sheet.

**Mountain Line serves the area with the route and map in section 4.**

- iv. **Roads.** Complete the following table to describe current conditions and, if applicable, any proposed improvements to roads serving the subdivision. If necessary, provide information about additional roads on a separate sheet.

<i>Road name</i>	Expressway			
Onsite or offsite	Direct Approach			
Right-of-way type (public/private) If public, state the jurisdiction.	Public			
Right-of-way width	70' R/W			
Surface type (gravel, chip-seal, asphalt)	Asphalt			
Surface width and, if applicable, shoulder width	70'			
Maximum grade	5%			
Road length				
Maintenance responsibility (City, private )	City of Msla contracts to MDT			
Road maintenance agreement (if private) (yes, no, or N/A)	No			
Curbs/gutters Drainage swales	curbs & gutters			
Sidewalk, trail, and boulevard widths	5' sidewalks w/ 7' boulevards			
Bike Lanes	both sides of Expressway			
Estimated time for completion	N/A			
Road Classification (collector, arterial, etc.)	Urban Collector			

1. **Year-round access.** If year-round vehicular access to all lots and common facilities within the subdivision is not provided, explain why. **Yes, year around access is available for this proposed subdivision.**
2. **Arterial access.** If access to any individual lot is directly from an arterial street or road, explain why access was not provided by means of a road with a lesser classification. **No lesser road access is available.**
3. **Private road access.**

- A. Does access to the property cross any private properties not owned by the subdivider or property owner? **No**
    - i. If access to the subdivision is across private property not owned by the subdivider, provide a list labeled "Legal Access" containing the names and owners of those properties. Include documentation of perpetual legal access (including but not limited to easements, agreements, and access permits or other forms of access permission) or describe how perpetual legal access will be obtained prior to the filing of the final plat. The documentation must be sufficient to demonstrate perpetual legal access. The information must be provided for any access routes required.
  - B. Are private roads proposed? **No**  
If private roads are proposed, include a private road maintenance plan in a development agreement or draft covenants.
  - C. Are short courts proposed? **No**  
If short courts are proposed, provide a plan meeting the standards of Section 3-020.6B and a variance request addressing the criteria in Section 6-010. No
  - D. Are Homezone/Woonerf streets proposed? No  
If Homezone/Woonerfs are proposed, provide a plan meeting the standards of Section 3-020.7
  - E. Are Cul-de-sac/Circle/Loop streets proposed? No  
If Cul-de-sac/Circle/Loop streets are proposed, provide a plan meeting the standards of Section 3-020.5B and a variance request addressing the criteria in Section 6-010.
4. **Traffic impact narrative:**
- A. What is the expected increase in the number of automobile trips per day that the proposed subdivision will generate? For traffic estimates, please reference the most recent edition of *Trip Generation: An ITE Informational Report*.  
**There is no additional traffic to be added to the daily trips. Said land is fully developed and not proposed to change.**
  - B. Identify all existing transportation corridors, (including bicycle and pedestrian routes) within a quarter-mile radius of the project and provide a summary describing how this project is likely to impact those transportation corridors.  
**Expressway is the main inlet to this property. Expressway either delivers east to Reserve Street or west to Airway Blvd. Both will provide access to I-90 or Missoula.**
  - C. What are the planned improvements to existing public and private access roads to mitigate the impacts anticipated from this subdivision?  
**No improvements are planned.**
5. **Street and road plans**, including at a minimum, the following information:
- A. Using the subdivision plat as a base map show the following:
    - i. Street names
    - ii. Right-of-way widths
    - iii. Surface widths
    - iv. Street grades
    - v. Type, width and location of sidewalks and curbs/gutters
    - vi. Minimum site distances and curb radii at corners
    - vii. Locations and characteristics of bridges and culverts
    - viii. Location of street lights



- ix. For cul-de-sac streets, provide the widths of turn-around radii, minimum right-of-way widths at turn-arounds, minimum surface widths at turn-arounds and total length
  - x. Number and location of on-street parking spaces, if applicable
  - xi. Bike lanes – existing or proposed.  
See Section 2, 4 and 9, Summary and Variances, Maps and Preliminary Plat
  - B. **Typical cross sections** including pavement and base thickness for each type of proposed road or road improvement proposed within the subdivision and adjacent to the subdivision which serves the subdivision. Not Applicable
  - C. **Road profiles and cross sections** for all proposed streets and roads which have grades exceeding seven (7) % or cuts/fills exceeding three (3) feet. Not Applicable
6. **Grading and drainage plans**, including at a minimum the following information:
- A. Provide a report that addresses the following:
    - i. A description of the proposed storm drainage and calculations for a 10-year frequency 1-hour storm and a 100-year frequency 1-hour storm on site and a method to mitigate adverse impacts for a 100-year frequency 1-hour storm. After great discussion with Missoula City Engineering Department, it was determined the already approved grading and drainage & Storm plans that were submitted with the original Grant Creek Center, Phase II met all current standards and did not need to be resubmitted with this subdivision. They meet the current criteria and still support this subdivision. It was however determined that a new MFE would be necessary to submit with this subdivision process. See Section 5.
    - ii. Conveyance, treatment, and disposal of storm water for both on-site and off-site facilities. See Section 5
  - B. Using the subdivision plat as a base map, show the following:
    - i. proposed grades of all streets;
    - ii. proposed drainage facilities for all lots, blocks, and other areas (show accurate dimensions, courses and elevations);
    - iii. graded slopes;
    - iv. existing and proposed contours; and
    - v. design for suitable drainage facilities for any surface run-off. If detention or retention areas are proposed, provide cross sections of the facilities and inlet and outlet location and elevations. See Section 4, 5 & 9
  - C. Provide a storm water pollution prevention plan (SWPP) for all lots, blocks, and other areas (show accurate dimensions, courses and elevations). After great discussion with Missoula City Engineering Department, it was determined the already approved grading and drainage & Storm plans that were submitted with the original Grant Creek Center, Phase II did not need to be resubmitted with this subdivision. They meet the current criteria and still support this subdivision. It was however determined that a new MFE would be necessary to submit with this subdivision process. See Section 5.
  - D. Submit a Slope Category Map showing grades between 5-10%, 10.01%-20%, 20.01%-25%, and over 25%.
7. **Traffic study.** Not required for minor subdivisions.
8. **Coordination of roads.** Describe how the subdivision provides for coordination of roads within subdivided land with other roads, both existing and planned (per MCA 76-3-603(d) & MCA 76-3-501 and Subdivision Regulations Section 1-030.3B).

**This two lot subdivision will divide the two existing commercial offices onto their own independent lots. Direct access to Expressway with a paved parking lot already exists. Each lot will own their own half of the driveway that leads to their parking lot. No new development is anticipated for roads.**

9. **Right-of-way Easements.** Describe the dedication of land for roadways and for public utility easements or the provision for right-of-way easements per MCA 76-3-501(3) and Subdivision Regulations Section 1-030.3C. **See Section 9, Preliminary Plat for details.**
- b. **Utilities and Services:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to utilities.
- i. **Service providers.** List the following service providers and, if applicable, how the service will be provided:
- Electricity: **Northwestern Energy**
  - Telephone: **Optional**
  - Natural Gas: **Northwestern Energy**
  - Cable TV: **Optional**
  - Solid Waste Collection and Disposal: **Republic Services, Missoula, MT**
- ii. **Over-head utilities.** If any utilities are proposed to be over-head, explain why. **N/A**
- iii. **Street lighting.** Is street lighting proposed? **No**  
If yes, who will install and maintain proposed street lighting?
- iv. **Utilities Plan,** including at a minimum the following information:
1. Existing and proposed utilities located on and adjacent to the tract, including:
    - a. The approximate location, size and depth of sanitary and storm sewers, or the location of septic tanks, subsurface treatment systems, replacement areas, detention/retention basins, and irrigation and storm drainage ditches.
    - b. Approximate location, size and depth of water mains, water lines, wells, and fire hydrants if within 500 feet.
  2. Approximate location of gas lines, electric, cable TV, and telephone lines and street lights. Please see sections 4 & 9 for mapping of all utility easements. Required utilities exist as shown on the Preliminary Plat in Section 9.
- c. **Water supply:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to water supply.
- i. **Water system.** Identify and describe the type of water supply planned for household use (such as, an existing public or multi-family system, new public or multi-family system or individual system). **Both offices are already served by City Water. There is no change to that service.**
1. Water supply via wells require well isolation zones. Provide easements for well isolation zones encroaching onto adjoining private property.
- ii. **Nearest public water main.** How far is the proposed subdivision boundary from the nearest public water main? **The Water main runs along Expressway.**

- iii. **Description of use.** Describe how water will be provided for household use.  
**Both Lots will continue to be served by City Water. Ditchcards and approved MFE can be found in Section 5.**
- iv. **Capacity.** Indicate the number of gallons per day of water the proposed subdivision will require and whether the water supply is sufficient to meet the needs of the anticipated, final population of the subdivision. Are there any anticipated effects on existing water systems or wells within the area? **See Section 5, Municipal Facilities**
- v. **State standards.** Indicate whether the plans for water supply meet the standards of MDEQ for quality, quantity and construction criteria. **Municipal Facilities already serve both commercial offices and will continue to do so.**
- vi. **Existing public system.** If the subdivider proposes to connect to an existing water system:
  - 1. Identify and describe that system. **City of Missoula Water**
  - 2. Provide written evidence that permission to connect to that system has been obtained. **Section 5, Ditch Cards**
  - 3. State the approximate distance to that system.
  - 4. State the cost of extending or improving the existing water system to service the proposed development **N/A**
  - 5. Show that the existing water system is adequate to serve the proposed subdivision. **MFE's can be found in Section 5.**
- vii. **New public system.** If a separate public water system is to be installed, describe:
  - 1. Who is to install that system and when it will be completed. **Not Applicable**
  - 2. Who will administer and maintain the system at the beginning of subdivision development and when subdivision is completed. **Not applicable**
  - 3. Provision of evidence that the water supply is adequate in quantity, quality, and dependability (75-6-102 MCA). **Not Applicable**
- viii. **Individual system.** If individual water systems are to be provided, describe the adequacy of supply of the ground water for individual wells or cisterns and how this was determined. **There are no individual systems. Existing City Water serves both commercial offices.** For individual wells, show the location of the well isolation zone on the plat.
- d. **Sewage disposal:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts.  
**See the Sewer Drawings in Section 5, both commercial offices are already hooked up to City Sewer.**
  - i. Identify and describe the type of sewage disposal system planned for the subdivision.  
**Continued use of the Missoula City Sewer.**
  - ii. How far is the proposed development boundary from the nearest public sewage system main? **Both existing commercial offices are Connected**
  - iii. Is the property currently wholly within a Wastewater Facility Service Area and eligible to access public sanitary sewer disposal facilities? **Yes**
    - 1. If yes, provide the approval letter from the City Sewer Service Review Committee certifying the property for connection to and usage of the public sanitary sewer system. **See Section 5 for the Missoula Sewer Drawings**

2. If any portion of the property is outside the Wastewater Facility Service Area, provide a copy of the City Council-approved Resolution expanding the Wastewater Facility Service Area to serve the property. **N/A**
- e. **Schools:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to schools.  
**With this proposed subdivision being fully developed as two commercial offices, no adverse impacts are anticipated for the school system. There are no children dwelling in these two offices.**
- Identify the name of the schools and school districts (elementary and secondary) that will serve the proposed subdivision. **Hellgate Elementary and Highschool, and Big Sky High School**
  - Estimate the number of school-aged children this subdivision is likely to add to the district. **There are no children added, as this is already developed commercial office buildings.**
- f. **Emergency Services:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to emergency services.  
**With this proposed subdivision being fully developed as two commercial offices, no adverse impacts are anticipated for the emergency systems. There are no anticipated changes of use of these two existing commercial offices with no future development.**
- Complete the table below:

	Name of service provider	Distance between service provider and proposed subdivision
Fire protection	Missoula City Fire Department	Fire Hydrants are within <100', a fires station is within 6 miles.
Police protection	Missoula City Police Department	less then 4 Miles away
Ambulance	Missoula Emergecy Services	less then 3 miles from freeway and within 10 miles to the hospital

- How will water supply for fire protection be provided? **Missoula Fire Department provides fire supression. Water supply is available from existing fire hydrants.**
- Is the property, or any portion of the property, located within a Wildland Residential Interface? **No**
  - If yes, include the standards in Exhibit 6 of the Subdivision Regulations in a development agreement between the governing body and the developer or in the covenants, except in those cases when the need to protect areas of riparian resources or habitat for species of special concern outweigh the danger of wildfire.
  - If yes, does the subdivision design include an access route providing ingress and egress from within the subdivision that meets the standards contained in Section 3-020.4L for providing emergency travel?

- iv. If the proposed subdivision is not within a fire district, provide an application for annexing into the appropriate fire district. The Proposed subdivision is within the Missoula City Fire District.
- g. **Housing:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to housing.  
**The two existing commercial offices will remain the same. No additional development is anticipated to cause any adverse impacts to the current lot status. This subdivision is already fully developed.**
  - i. Describe the total number of dwellings anticipated by type (such as single dwelling, multiple dwelling, or mobile home). **Two Commercial offices will remain on the two proposed lots.**
  - ii. Estimate the market cost of the dwellings and rents for rental units in this subdivision.  
\$300,000-\$600,000
  - iii. What is the approximate average number of bedrooms per dwelling unit anticipated for the subdivision? **This does not apply, the Commercial office buildings already exist.**
  - iv. Is the subdivision planned as a second home? **No**
  - v. What is the expected date of full development and occupancy for this subdivision?  
**This subdivision is already fully developed with all the imentities required: paved parking and driveway, sidewalk, curb and gutters, bike path on both sides of Expressway, mature landscaping and well maintained yards with a perimeter chain link fence.**
- i. **Open space and parkland dedication:** Answer the questions below. In addition, provide a narrative that identifies the adverse impacts and describe proposed avoidance and mitigation efforts that will be used to reasonably minimize potentially significant adverse impacts to open space and park land.  
**No park dedication is required. Existing adjacent park and open space will not be adversely impacted.**
  - i. **Open spaces:** Describe how the subdivision provides adequate open spaces for travel, light, air, and recreation (per MCA 76-3-501(5)).
  - ii. **Park land:** Complete the table below to calculate the park dedication requirement for the subdivision:

	<b>Lots of any size</b>	<b>Lots 0-0.5 acres</b>	<b>All Other Lots</b>	<b>Total</b>
No. of dwellings/ acre proposed or allowed by zoning	<b>1</b>	<b>2</b>		
Total acreage in lot category			x	
Park dedication requirement		x 0.11	x 0.02	
Park dedication requirement	<b>0</b>	=	=	_____
Total parkland proposed				_____

1. How will the parkland requirement be satisfied (such as public parkland dedication, common area deeded to a property owner's association, previous parkland dedication, cash in-lieu, or waiver of dedication)? **Exempt from park dedication, Not Applicable**
2. If common area is proposed, provide a description of the proposed park and recreation facilities, maintenance and development schedule. Describe how park and recreation facilities will be installed and maintained. Common areas must be installed, inspected, and approved prior to being turned over to the Homeowners' Association. **Not Applicable**
3. If cash-in-lieu is proposed, describe the circumstances that make the parkland dedication undesirable. At the time the final plat is filed, an appraisal of the fair market value of the un-subdivided, unimproved amount of land that would have been otherwise dedicated to parkland will be required to be provided by the subdivider. **Not Applicable**
4. If the parkland requirement will be satisfied through a previous dedication, describe the original dedication and demonstrate how the previous dedication meets the requirements for this proposal. **Not Applicable**
5. If this is a manufactured home community or recreational vehicle park, have plans been made to develop a recreation area? **No**
  - a. If yes, provide a proposed preliminary plan with as much applicable information as is required to be shown on a preliminary plat.

**L. PRELIMINARY PLAT REQUIREMENTS:** Preliminary plat submittals must conform to the requirements of the Subdivision Regulations Section 5-010. The following list is provided in order to assist applicants in preparing preliminary plats; however, it is not intended to be an all-encompassing or exclusive list.

1. **Preparation:** The plat must be prepared by a professional land surveyor licensed to practice in the State of Montana.
2. **Format:** The size of the plat must be 24" x 36" with a 1½" margin on the binding side and should be folded to a maximum of 9" x 12". Each sheet shall show the number of that sheet and the total number of sheets included.

3. **Identifying Information:** The following identifying information must be clearly indicated on the plat.
- |  |  |
|--|--|
| <input type="checkbox"/> Subdivision or development name | <input type="checkbox"/> Names of owner(s) of record and subdivider(s) |
| <input type="checkbox"/> Legal description               | <input type="checkbox"/> Date plat was drawn                           |
| <input type="checkbox"/> North arrow                     |  |
| <input type="checkbox"/> Scale used on the plat          |  |
4. **Survey Information:** The following survey information shall be shown on the preliminary plat or shall be contained in a written statement or supplementary drawing accompanying the preliminary plat:
- ☐ Exterior boundaries of the platted tracts;
  - ☐ Approximate location of all section or legal subdivision corners pertinent to the subdivision boundaries. Township, range, principal meridian, section and quarter section(s) if portion of a section, or other general legal description;
  - ☐ Approximate dimensions and area of each lot. Lots and blocks shall be designated by number and area.
  - ☐ All streets, alleys, avenues, roads, and highways and the proposed width of each, with existing and proposed street names;
  - ☐ The area, locations, boundaries, and dimensions of all parks, common areas, and other areas dedicated for public use;
  - ☐ The total gross area of the subdivision and the total net area, exclusive of public areas and rights-of-way;
  - ☐ Ground elevations of the tract: elevations and benchmarks. Contour intervals shall be vertical intervals of two (2) feet where the average slope of the subdivision is less than ten (10) percent and at intervals of five (5) feet where the average slope of the subdivision is ten (10) percent or greater;
  - ☐ Approximate location and identification of all existing and proposed private and public easements and rights-of-way, including descriptions of their widths and purposes;
  - ☐ Existing and/or proposed irrigation ditch easements;
  - ☐ Easements for any feature or improvement that encroaches onto adjoining private property;
  - ☐ Proposed locations of intersections, other access points and access control lines for any subdivision requiring access to major highways or thoroughfares, including those under state jurisdiction;
  - ☐ Identified hazard areas shall be prominently shown on the subdivision plat and in other records of conveyance;
  - ☐ Any proposed "No-Build Zones" and "No-Build/No-Alteration Zones";
  - ☐ The area of the subdivision within the FEMA-designated floodway and/or flood-fringe, if applicable.