



COMMUNITY PLANNING, DEVELOPMENT AND INNOVATION

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

CITY CONDITIONAL USE APPLICATION

A. GENERAL INFORMATION

1. Submit a pdf of the completed application with all attachments by email to the City Zoning Desk at ZoningDesk@ci.missoula.mt.us
2. Once the application is deemed complete by CPDI, Development Services and the applicant has paid the Conditional Use fee the conditional use proposal will be scheduled for public hearing at City Council.
3. Name of Conditional Use Request:
4. Name(s) of Applicant:
Mailing Address:
Telephone Number:
Email Address:
5. Name(s) of all Owner of Record:
Mailing Address:
Telephone Number:
Email Address:
6. Name and Company of Representative:
Mailing Address:
Telephone Number:
Email Address:
8. 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 _____

July 17, 2022

B. SUBJECT PROPERTY INFORMATION

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

Legal Description - complete and unabbreviated:

Bearings & Distances Descriptions (if boundaries of proposed Conditional Use are not exactly the same as the boundaries of the property legally described above):

Geocode:

C. ZONING AND GROWTH POLICY INFORMATION

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

	Zoning	Current Land Use
Adjacent (North)		
Adjacent (South)		
Adjacent (East)		
Adjacent (West)		

2. What is the current zoning of the property (including intensity designator)?

3. What is the applicable City Growth Policy (comprehensive plan) and land use designation for the property?

4. What is the conditional use requested?

D. RESPONSES TO TITLE 20 ZONING ORDINANCE CONDITIONAL USE REVIEW CRITERIA

1. Describe how the proposal meets the following review criteria. Not all criteria will apply in every case. Only the applicable review criteria need to be met. Conditional use applications may be approved by the City Council only when they determine that the review criteria listed below, as applicable, have been satisfied. All of the applicable review criteria must be addressed in the City Council's findings of fact in support of their decision.

2. Uses that require conditional use approval may be approved by the City Council when they determine that the proposed use:

- a. Is in the interest of the public convenience and will not have a significant adverse impact on the neighborhood or community
- b. Will not impede the orderly development and improvement of the surrounding properties for uses permitted in the district;
- c. Has operating characteristics that are compatible with the surrounding area in terms of hours of operation, outdoor lighting, noise, and traffic generation;

- d. Will not have a significant adverse impact on traffic safety or comfort, including all modes of transport (non-motorized and motorized), and will be functional and safe in terms of pedestrian, bicycle and vehicular access, parking, loading and servicing;
- e. Is in accordance with the Growth Policy and other relevant adopted plans;
- f. That the site properly addresses open space, light, and protection of natural features; and,
- g. That uses are compatible with adjacent properties and uses in terms of physical elements such as open space design, screening and buffering, any applicable use-specific standards and any other elements considered important by the City Council.

E. FACTORS TO BE CONSIDERED

1. In determining whether all applicable review criteria have been satisfied, the City Council may specifically consider agency and public testimony.

F. ATTACHMENTS

As separate attachments (8.5" x 11" or 11" x 17"), provide the following materials with the site clearly identified. Where appropriate, required information may be combined, as long as the information is clearly presented. Please check the box if the material is included in the packet. If the material is not included in the submittal packet, please note "N/A".

- A cover letter** describing the purpose of the proposed project, existing site conditions and a brief description of the proposal.
- A vicinity map** showing the subject property and the area within 300 feet of the subject property.
- A Zoning map** of the subject property and vicinity (showing the existing zoning district), extending at least 300 feet from the property boundaries.
- An aerial photo** of the subject property and vicinity extending at least 300 feet from the property boundaries.
- 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.
- The current plat** of the subject property.
- A site plan**, including existing and proposed landscaping, parking, streets/access, sidewalks, bike lanes and any improvements to the property.
- Building elevation drawings** of all proposed structures and/or photos of existing structures.
- Floor plans** of all existing buildings to remain and proposed buildings on the subject property.