

**FLATHEAD COUNTY PLANNING AND ZONING OFFICE
ADMINISTRATIVE FEES & FEE POLICIES¹**

SUBDIVISION²	
Preliminary Plat:	
Major Subdivision ³	\$1,235+ \$90/lot
Major Subdivision, Expediated Review	\$615+ \$90/lot
First Minor Subdivision ⁴	\$615+ \$90/lot
First Minor Subdivision, Administrative Review	\$370+ \$60/lot
Major Subdivision “Material” Amendments (Prior to Planning Board public hearing)	50% of original fee
First Minor Subdivision “Material” Amendments (Prior to Commission decision)	50% of original fee
Major Subdivision “Mid-Process Resubmit” (After Planning Board public hearing, prior to Commission decision)	50% of original fee
Re-Review of an Expired Preliminary Plat ⁵	50% of new application fee
Subdivision Regulation Text Amendment	\$985
Amendment(s) to an Approved Preliminary Plat:	
Review of Material Changes to an Approved Major Preliminary Plat	\$370+ \$60/lot
Review of Material Changes to an Approved Minor Preliminary Plat	\$370+ \$60/lot
Final Plat	
Major Subdivision ⁶	\$985+ \$60/lot
Major Subdivision, Expediated Review	\$740+ \$60/lot
Minor Subdivision ⁷	\$495+ \$60/lot

¹ All administrative fees are due at the time an application is submitted to FCPZ. FCPZ will accept cash, personal check or cashier’s check for payment of administrative fees. Interpretation of administrative fees is the responsibility of the Planning Director but interpretations may be appealed to the Flathead County Commissioners. Applications are not considered received by FCPZ until all administrative fees are paid in full. Administrative fees are non-refundable, unless otherwise authorized in a specific regulatory process. Administrative fees are waived for other Flathead County departments.

² Applications terminated prior to being deemed sufficient shall receive a refund of 50% of the original application fee, plus 100% of per address notification fee if applicable (4.0.15(b) FCSR).

³ Includes commercial and residential subdivisions of 6 or more lots, commercial and residential condominium developments of 6 or more units, subdivision by rent or lease of 6 or more spaces or units, and subsequent minor subdivisions reviewed as major subdivisions per Section 4.3 FCSR.

⁴ Includes commercial and residential first minor subdivisions of 1-5 lots, commercial and residential condominium developments of 1-5 units and subdivision by rent or lease of 1-5 spaces or units.

⁵ Preliminary plat application being re-reviewed must comply with currently applicable subdivision regulations, contain no material changes from original approval, and must have expired no more than two years prior to date of application for re-review.

⁶ Includes “final plat” and “revised preliminary plat” review of major preliminary plats.

⁷ Includes “final plat” and “revised preliminary plat” review of minor preliminary plats.

Minor Subdivision, Administrative Preliminary Plat Review	\$740+ \$90/lot
General Subdivision	
Subdivision Variance ⁸	\$305/variance requested
Subdivision Improvement Agreement	\$185
Preliminary Plat Extension Agreement	\$120
BUILDINGS FOR LEASE OR RENT (BLR)⁹	
BLR Review—Projects that require sewer and water service	\$585+ \$55/unit
BLR Review—Projects that do not require sewer and water service, i.e. mini-storage, boat and RV storage, horse stalls	\$585+\$55/structure
NEIGHBORHOOD PLANS¹⁰	
Neighborhood Plan Amendment	\$1,235
New Neighborhood Plan	\$1,235+ \$40/parcel (\$18,470 maximum fee)
FLATHEAD COUNTY ZONING REGULATIONS¹¹	
New Zoning Districts ¹²	\$1,475+ \$40/acre (\$18,470 maximum fee)
Zoning Map Amendment	\$985+ \$40/acre of land included in amendment (\$9,850 maximum fee)
Zoning Text Amendment	\$985
Planned Unit Development Preliminary Plan (New and Existing)	\$985+ \$40/acre of land included in PUD (\$9,850 maximum fee)
Planned Unit Development Final Plan	\$985

⁸ Variances requested with major and minor subdivision applications. For “amended plat,” “mid-process resubmitted plat” and “review of material change” applications, variance requests reviewed with original application and not impacted by amendments and/or material changes will not be charged a fee. Variances reviewed with original application and impacted by amendments and/or material changes will be charged 50% of variance fee. New variance requests as a result of the amendments and/or material changes requested will be charged full variance fee.

⁹ “Building,” as defined in the Flathead County Buildings for Lease or Rent (BLR) Regulations, includes both structures and units within a structure. For example, 2 buildings with 2 units in each = four units. Ten rental cabins = ten units. Subdivisions by rent or lease are not included.

¹⁰ Fees listed are for “privately initiated” applications. There is no administrative fee for “publicly initiated” applications. “Publicly initiated” applications are only those initiated by a majority vote of the Flathead County Commissioners at the request of a majority vote of the Flathead County Planning Board and includes requests for updates to existing plans. *New* neighborhood plans, privately or publicly initiated, may only be initiated in conformance with the Flathead County Growth Policy and the Commissioner’s guidelines of January 13, 2010.

¹¹ Fees listed are for “privately initiated” applications. There is no administrative fee for “publicly initiated” applications. “Publicly initiated” applications are those initiated only by a majority vote of the Flathead County Commissioners at the request of a majority vote of the Flathead County Planning Board.

¹² Per Sections 1.01.010 and 2.08.060 of the Flathead County Zoning Regulations.

Variance	\$430 Residential (Single family) \$615 Residential (2 or more units) \$865 Other than residential
During or After the Fact Variance	Double the fee
Conditional Use Permit	\$430 Residential (Single family) \$615 Residential (2 or more units) \$865 Other than residential
During or After the Fact Conditional Use Permit	Double the Fee
Conditional Use Permit Condition Modification	50% of original fee
Administrative Conditional Use Permit	\$305 Single family residential \$430 Other than single family residential/Short term rental
During or After the Fact Administrative Conditional Use Permit	Double the Fee ¹³
Administrative Conditional Use Permit Condition Modification	50% of original fee
Zoning Appeals	\$430
Billboard Permits	\$60 Maintenance/Remodeling \$305 Relocation
Site plan review: BS Business Service District BR-4 Resort Business I-1H Light Industrial – Highway (including landscape plan) WV West Valley (neighborhood convenience store only) HO Highway Overlay	\$285
Site plan modifications and re-review	50% of original fee
Other County Department as Applicant	No Fee
CANYON AREA LAND USE REGULATORY SYSTEM	
CALURS Text Amendment	\$985
Variance	\$430 Residential (Single family) \$615 Residential (2 or more units) \$865 Other than residential
During or After the Fact Variance	Double the Fee
Appeal	\$430
Minor Land Use Review	\$305 Residential \$430 Other than residential/Short-term rental
During or After the Fact Minor Land Use Review	Double the Fee ¹⁴

¹³ If the owner begins operation of a short-term rental or lists the property for rent prior to receiving a permit from the Planning and Zoning Office, the application will be considered an after-the-fact permit application.

¹⁴ If the owner begins operation of a short-term rental or lists the property for rent prior to minor land use review approval from the Planning and Zoning Office the application will be considered an after-the-fact land use review application.

Major Land Use Review	\$555 Residential \$740 Other than Residential, Single Structure \$865 Other than Residential, Multiple Structures
During or After the Fact Major Land Use Review	Double the Fee
LAKE & LAKESHORE	
Lake and Lakeshore Construction Permit for the following activities: Single residential dock Utility line Rip Rap Free-standing pilings adjacent to dock Ground mounted decks Walkways, stairways Shore station Small-scale tree and vegetation removal as determined	\$305 fee for one activity \$125 each additional activity
During or After the Fact for the above activities	Double the Fee
Lake and Lakeshore Construction Permit Standard Permit	\$430 base fee for one activity \$125 each additional activity
During or After the Fact Standard Permit	Quadruple the Fee
Lakeshore Variance	\$550 Minor \$1,350 Major
Lakeshore Permit/Variance Extension	\$125
Amendment to approved, active permit/variance	50% of original fee
Other County Department as Applicant	No Fee
FLOODPLAIN	
Floodplain Permit	\$430
Floodplain Permit for the Following activities: Agricultural Dock Ramp	\$305
During or After the Fact Floodplain Permit for all Activities	Quadruple the Fee
Floodplain Permit Extension	\$125
Floodplain Appeals/Variations	\$615
Site Visit for Community Acknowledgement Form (if necessary)	\$55
Other County Department as Applicant	No Fee
MISCELLANEOUS	
Certification for Declaration of Unit Ownership	\$60