

## Purpose of Zoning

- The purpose is to promote the health, safety and general welfare of the community;
- To conserve natural resources;
- To provide adequate light and air;
- To facilitate the provisions for public works requirements such as water, sewer, and environmental needs;
- To ensure orderly development according to the Growth Policy adopted for all parts of the County
- To regulate and restrict the height, number of stories, and size of buildings and other structures, the percentage of a lot that may be covered by impervious surfaces, the size of yards and other open spaces, the location and use of buildings, structures and land for trade, industry, residences, and/or uses; and
- The protection of the aesthetic resources of the County.

## What is a zoning map amendment?

The zoning map defines what uses, what density of development, and what constraints such as height, setbacks, or lot width will be applied.

### EASY ACCESS

Pre-application meeting request forms AND Zoning Map Amendment applications can be found in our office as well as on our website:

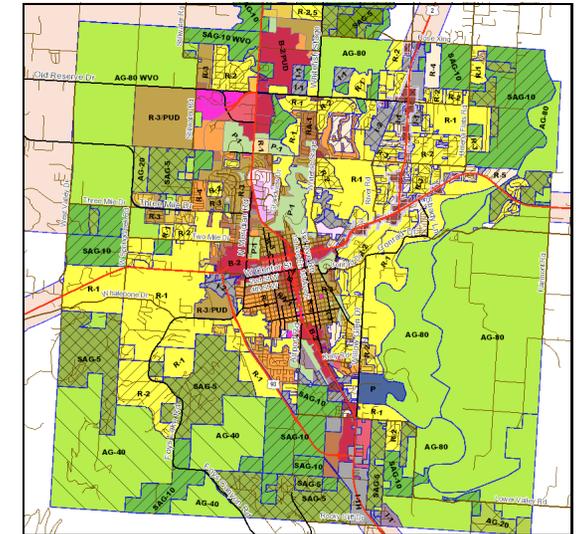
[http://flathead.mt.gov/planning\\_zoning](http://flathead.mt.gov/planning_zoning)

## Mission Statement:

"The Flathead County Planning & Zoning Office is committed to providing the highest level of planning services. We will accomplish this through employees who anticipate public needs, and promote a work environment that encourages creativity, communication and cooperation. The Office will also encourage professional development and training for all staff members."

Flathead County  
Planning & Zoning

## Zoning Map Amendment



## Application Requirements

- Application Form (Must be signed by ALL parties to the request)
- Appropriate Fee. (Varies with acreage)
- Vicinity Map
- Title report (For all properties)
- Certified Adjoining Property List (valid for 6 months)

## What is the Process for a Zoning Map Amendment?

There are several steps involved in pursuing a zoning map amendment:

- Application submittal;
- Staff review of the proposal;
- Before the application is heard by the Planning Board, written notice of the hearing is mailed to adjacent property owners within 150 feet of the property being reviewed.
- Notice of the public hearing is also published in the Daily Interlake at least 15 days prior to the scheduled hearing date.
- Public hearing before a local land use advisory council (as applicable);
- Public hearing before the Planning Board, who make a recommendation by resolution to the Board of Commissioners; and
- Public Hearing before the Board of Commissioners.



## General Timeline

	⇒ Application submitted
2 months after Application submittal	⇒ Planning Board (PB) hearing
2 weeks after PB	⇒ Authorization to publish notice of public hearing at County Commission
45 days after posting notice	⇒ County Commission approval/denial of Resolution of Intent
30 day protest period starts	
Within 30 days after end of protest period	⇒ County Commission approval/denial of Final Resolution

## Things to Consider

- Am I the only one applying for this zone change? Or are there other properties that might benefit from this change?
- Single owners and/or single properties may indicate spot-zoning. Ask the planning staff to explain this so you can avoid this pitfall.
- What is your surrounding character?
- Does it meet the 12 State criteria for a zone change? (76-2-203, M.C.A.)
- Changes that have the appropriate roads, fire services, and compatibility with surrounding uses have the greatest chance for approval.

## Frequently Asked Questions

### Do I need assistance?

Representation from a firm familiar with the process is not required, however it can make the process smoother.

### Will my neighbors have a chance to object?

Yes, there is notification of properties within 150 feet.

### Will neighborhood objection stop a zone change?

Zone changes are objectively evaluated. The nature of the request and the nature of the area will affect the outcome. This is part of the reason that a pre-application conference is recommended.

### Will I have to speak at a public meeting?

You are not required to, however, the applicant is always given the opportunity. If the zone change involves multiple owners, a single person comfortable in public speaking may choose to represent the group. Alternately, a firm can represent your interests.

## Just a reminder...

- Schedule a pre-application meeting to get the facts before submitting an application!
- Pay attention to application deadlines and corresponding public meeting dates and timelines
- The more complete the application, the easier it is for the Planning Office to review. Answer **ALL** questions and submit **ALL** documents required to expedite the process!
- Once submitted, the application fee is **NON-REFUNDABLE!**
- There are **NO** guarantees of approval.