



Lewis and Clark County Community Development and Planning

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PLANNED DEVELOPMENT CHECKLIST - 7@° OPLAN

PLANNED DEVELOPMENT APPLICATION PROCEDURE - FINAL PLAN

A Planned Development (PD) provides for an overlay district that allows densities beyond what are normally allowed and permits more flexibility in the use of such properties in the RR District based on mitigation of development constraints. A PD requires two approvals from the Board of County Commissioners (BoCC): a Preliminary Plan approval and a Final Plan approval. The following information is for a PD Application - Final Plan. Criteria set forth in Section 2111.02 of the Helena Valley Zoning Regulations (HVZR) is used by the BoCC to review a PD Application - Final Plan. Use the checklist below for a PD Application - Final Plan.

PD APPLICATION CHECKLIST - FINAL PLAN

1. Completed and signed PD Application - Final Plan with fee payment.
2. Application must be submitted in a digital and printed copy.
3. Proof of ownership submitted that includes an updated or current title insurance policy or title commitment, or other acceptable form of title verification, no more than six (6) months old from the date of the Application.
4. A notarized letter of authorization from the landowner permitting a representative to process the Application, when applicable.
5. A final site plan shall be submitted at a scale sufficient to minimize the number of sheets while maintaining clarity (at least 11" x 17" in size).
6. A narrative explaining how each of the conditions of approval of the preliminary plan have been met, and documentation that all conditions have been satisfied.
7. The final enumeration of how the final plan deviates from the requirements of the underlying zoning.
8. If the PD contains mixed-use development, the final plan shall show the locations of uses.
9. Copies of any documents, such as deed restrictions, restrictive covenants, or homeowners' association articles of incorporation or bylaws that are associated with the PD or that will be used to control the use, development, operation, or maintenance of the property and improvements.
10. An electronic copy (read only PDF) of all Application materials, including an additional electronic file format for the final site plan, such as a JPG, PNG, TIF, or GIF, at a resolution that facilitates visual clarity for use in multiple situations, such as presentation projections and staff reports.

CONTACT US

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