

Lake County
Planning Department
(406)883-7235
planning@lakecounty-mt.
org

Lake County Environ-
mental Health Depart-
ment
(406)883-7236
envhealth@lakecounty-
mt.org

Lake County Courthouse
106 4th Avenue East
Polson, Montana 59860

Lake County Website
www.lakecounty-mt.org

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The property owner then must make any improvements required in the preliminary approvals such as roads, utility extensions, community water or sewer systems. Once the improvements are completed, the final plat is filed with the Lake County Clerk and Recorder with appropriate covenants, homeowner association documents, weed control plans, and any other required documents.

DEVELOPMENT

The property owner is then free to transfer the property while providing the future owner with a copy of subdivision plat or certificate of survey and the Montana Department of Environmental Quality approval statement. The owner then may develop the property but must comply with the state subdivision approval statement in locating the water supply and sewage disposal systems. The owner must also apply for any required permits from the Lake County Planning and Environmental Health Departments. All development must be in compliance with the applicable permits.

**Wastewater Treatment System
Installation Permits (\$150.00)
Lakeshore Construction Permits (\$100.00 & up)
Building Notification Permits (\$50.00)
Zoning Conformance Permits (\$50.00)
Floodplain Development Permits(\$150.00)**

**State Plumbing/Electrical Permits
State Building Permits for
Commercial Structures
Contact Number (406)841-2040**

SO YOU WANT TO SUBDIVIDE IN LAKE COUNTY?



SUBDIVISION =

Selling a portion of your property.

Gifting a portion of your property to a family member.

Renting two or more trailer houses, R.V. spots or camping sites.

ALL EQUALS SUBDIVISION.

SUBDIVISION IN LAKE COUNTY

START

Visit the local planning department; Lake County, or City of Polson.

PREAPPLICATION

Lake County requires that property owners complete a pre-application questionnaire and submit the required fee (\$100.00) to the Lake County Planning Department.

Staff visits the site and assesses potential concerns with the proposed division.

Access= physical & legal
Proposed roads must be built to county minimum road standards and have adequate access easements.

Site= groundwater, surface water, slope, topography, wildlife

Density= zoning districts, county comprehensive plan, development on adjacent property, subdivision activity

Staff response addresses concerns with the proposed division and a list of required information for planning review.

If a property owner decides to proceed with the subdivision, they are required to enlist the services of a surveyor/consultant to prepare the

information necessary for planning and sanitation review. A list of local surveyors and consultants is available at the Departments.

If the subdivision involves a family transfer, the property owner must complete a Family Transfer Questionnaire which is reviewed by the Planning Department and the Board of Commissioners. If the family transfer is approved, the planning review is not required of the proposed subdivision.

PLANNING REVIEW

The consultant prepares the project to submit to the Planning Department. The Planning Department presents the project as a staff report to the Lake County Planning Board who in turn makes a recommendation to the Lake County Board of Commissioners.

The Commissioners make the final decision whether to approve or deny the proposed subdivision. The time period from submittal to Planning Department to Commissioners is sixty working days maximum. The planning review fees start at \$200.00 for one lot.

SANITATION REVIEW

Once a subdivision has received preliminary planning approval, the consultant prepares the information required for sanitation review. Sanitation review involves the proposed water supply, sewage disposal, and storm water management for the project.

Lake County Environmental Health reviews the subdivision and then submits the subdivision to the Montana Department of Environmental Quality for final approval. The time period from submittal to Environmental Health to Montana Department of Environmental Quality is sixty days maximum. The time frame may be extended if additional information is requested from the consultant or if the submitted information is inadequate. Sanitation review fees start at \$250.00 per lot.

If the proposed lots are larger than twenty acres, Lake County Environmental Health is the both reviewing agent and grantor of final approval. Subdivisions not requiring planning review (e. g. boundary line adjustment) may require that the lots be reviewed for sanitation by the Montana Department of Environmental Quality.

FILING THE FINAL PLAT

Once a subdivision has received the both planning and sanitation approval, the surveyor prepares a final subdivision plat or certificate of survey. During the various review periods, the surveyor usually has submitted a preliminary subdivision plat or certificate of survey to the Examining Land Surveyor for errors and omissions review.

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