



**City of Whitefish**  
**Planning & Building Department**  
 PO Box 158  
 510 Railway Street  
 Whitefish, MT 59937  
 Phone: 406-863-2410 Fax: 406-863-2409

File #: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Intake Staff: \_\_\_\_\_  
 Date Complete: \_\_\_\_\_

**PRELIMINARY WATER QUALITY PROTECTION DETERMINATION**

**FEE ATTACHED \$** \_\_\_\_\_

(See current fee schedule)

The purpose of the preliminary water quality protection determination is to assist property owners, or their representative, in determining the types of review that might be required to comply with the water quality protection regulations prior to a specific development plan. This type of determination might be ideal for one looking to sell or purchase a piece of property, but has **no plans to develop the property**. The user of this form may only know the general boundaries of a building improvement area or building envelope, but does not know the exact footprint of the building and driveway.

**INSTRUCTIONS:**

- Submit the application fee, completed application and appropriate attachments to the Whitefish Planning & Building Department.
- After a completed application is received, city staff will review the materials, conduct a site visit and provide a written response to the owner/applicant of any possible future analysis or reports that might be needed to fully develop the property.

**PROJECT INFORMATION:**

Project Address: \_\_\_\_\_

Assessor's Tract No.(s) \_\_\_\_\_ Lot No(s) \_\_\_\_\_

Block # \_\_\_\_\_ Subdivision Name \_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

I hereby certify that the information contained or accompanied in this application is true and correct to the best of my knowledge. The signing of this application signifies approval for the Whitefish staff to be present on the property for routine monitoring and inspection during the approval and development process.

\_\_\_\_\_  
 Owner's Signature<sup>1</sup>

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Print Name

<sup>1</sup> May be signed by the applicant or representative, authorization letter from owner must be attached. If there are multiple owners, a letter authorizing one owner to be the authorized representative for all must be included

\_\_\_\_\_  
Representative's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**APPLICATION CONTENTS:**

**Attached ALL ITEMS MUST BE INCLUDED - INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

\_\_\_\_ Preliminary Water Quality Protection Application – **2 copies**  
(if requesting review for multiple lots, complete a separate form for each lot)

\_\_\_\_ Vicinity Map – **2 copies**

\_\_\_\_ A site plan, drawn to a suitable engineering scale (such as 1"=20'), showing:

- boundaries of the subject property;
- a building improvement area – this should be greater than an exact building footprint, but less than the entire lot;
- name of adjacent rights-of-way;
- location of critical stormwater conveyances, rivers, streams, wetlands, or lakes on property or within 200-feet; and
- topography of the site at two-foot contour intervals, with slopes 10% or greater highlighted

– **2 copies**

\_\_\_\_ Any other additional information relevant to the property

**B. OWNER(S) OF RECORD:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**APPLICANT (if different than above):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

----- **For City Staff Use Only** -----

Water Quality Protection Area maps indicate any water quality protection areas on-site?

\_\_\_\_\_

\_\_\_\_\_

**PRELIMINARY DETERMINATION:**

**STUDY REQUIRED:** \_\_\_\_\_ **NO FURTHER REVIEW REQUIRED:** \_\_\_\_\_

**Written Determination Sent On:** \_\_\_\_\_

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_