

RIGHT OF WAY ENCROACHMENT APPLICATION

2015



Development Services
 435 Ryman Street, Missoula, MT 59802
 (406) 552-6625 Email: Permits@ci.missoula.mt.us

Permit #:
 Applied Date:
 Issued Date:

www.ci.missoula.mt.us/ebiz

INSTRUCTIONS - TYPE OR PRINT CLEARLY AND USE BLACK OR BLUE INK - NO PENCIL - The applicant must fill out sections I, II, and III. Your permit will not be processed if you do not fill out the required information. Please read all conditions on this application before signing. The property owner and/or licensed contractor must sign and date the application. If not applicable please write N/A (do not leave blank). When filling out addresses, please include ST, AVE, RD, DR, etc. and zip code. If necessary, provide directions to the site, location of work within the building, and/or attach a map.

SECTION I: PROPERTY INFORMATION	
PROJECT ADDRESS:	
BLDG #:	SUITE #:
UNIT #:	APT #:
SUBDIV:	
BLOCK:	LOT:
COS/TRACT:	PARCEL #:
SECTION:	TOWNSHIP:
RANGE:	GEOCODE:

SECTION II: PEOPLE INFORMATION	
PROPERTY OWNER	
NAME:	
ADDRESS:	
CITY, ST, ZIP:	
PHONE:	
EMAIL:	

APPLICANT - <input type="checkbox"/> SAME AS OWNER	
NAME:	
ADDRESS:	
TITLE:	
PHONE:	
EMAIL:	

CONTACT PERSON	
NAME:	
PHONE:	
EMAIL:	

SECTION III: PROJECT INFORMATION	
<input type="checkbox"/> - AWNING(S) <input type="checkbox"/> - SIGN <input type="checkbox"/> - STAIRS/STEPS/LANDING <input type="checkbox"/> - BALCONY <input type="checkbox"/> - BUILDING <input type="checkbox"/> - OTHER _____	

PROJECT DESCRIPTION	

SECTION IV: PLAN REVIEW (FOR OFFICE USE)		
ENGINEERING		
REVIEWED BY	APP	DATE
COMMENTS:		

PLANNING		
REVIEWED BY	APP	DATE
COMMENTS:		

OTHER DEPARTMENTS		
REVIEWED BY	APP	DATE
COMMENTS:		

AGREEMENT		
<input type="checkbox"/> - AGREEMENT PREPARED/OWNER NOTIFIED <input type="checkbox"/> - AGREEMENT SIGNED <input type="checkbox"/> - AGREEMENT ROUTED		

SECTION V: FEES		
<input type="checkbox"/> CASH	<input type="checkbox"/> CREDIT CARD	<input type="checkbox"/> CHECK

 SIGNATURE OF PROPERTY OWNER DATE