



City of Whitefish  
 Planning & Building Dept  
 418 E 2<sup>nd</sup> St | PO Box 158  
 Whitefish, MT 59937  
 Phone: 406-863-2410  
 Fax: 406-863-2409

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

## SUPPLEMENTAL LAKESHORE VARIANCE APPLICATION

*WHITEFISH or LOST COON LAKE*

**FEE ATTACHED \$** \_\_\_\_\_  
 (non-refundable)

The variance mechanism is not intended to address situations that are a matter of convenience rather than hardship. It is not intended to provide economic relief from a specific standards requirement. A lakeshore variance is not intended to address a violation that does not conform to the lakeshore regulations.

**INSTRUCTIONS:**

- Pre-application meeting is required with city staff. Date of pre-app meeting: \_\_\_\_\_
- Submit the application fee, completed standard lakeshore construction permit application, the supplemental variance application and appropriate attachments to the Whitefish Planning & Building Department a minimum of **three (3) weeks prior** to the Lakeshore Protection Committee meeting at which this application will be heard.
- The regularly scheduled meeting of the Lakeshore Protection Committee is the second Wednesday of each month at 6:00 PM at City Hall at 418 E 2<sup>nd</sup> Street.
- Staff will make a recommendation to the Lakeshore Protection Committee. A staff recommendation for approval of a variance does not provide a guarantee that the variance will be approved.
- After the Lakeshore Protection Committee meeting, the application will be forwarded along with the Committee's recommendation to the next available City Council meeting for final action. Appeals of the decision of the Whitefish City Council must be made in District Court per §75-7-215 of the Montana Code.

**A. PROJECT INFORMATION:**

Project Name: \_\_\_\_\_

Street 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\*\*

\_\_\_\_\_  
 Date

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

\*\*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.

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

\_\_\_\_\_  
Date

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

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

\_\_\_\_\_  
Date

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

**B. APPLICATION CONTENTS:**

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

- One (1) printed copy and one (1) electronic copy of the application and supplemental materials.
- Lakeshore Construction Permit Application
- Supplemental Lakeshore Variance Application
- Submit a site plan, either drawn to scale or with dimensions added, which shows in detail your proposed project, your property lines, existing and proposed buildings, traffic circulation, driveways, parking, landscaping, fencing, and any unusual topographic features such as slopes, drainage, ridges, etc. Where new buildings or additions are proposed, building sketches and elevations must be submitted.
- Address 'Findings' and 'General Criteria' under D and E
- Major Variances:
  - Address 'Major Variance Criteria' under F
  - Submit 'Environmental Impact Statement' §13-4-1B(2)

**C. OWNER/APPLICANT INFORMATION**

**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: \_\_\_\_\_





**F. MAJOR VARIANCE CRITERIA:** (Requires detailed answers to each of the following criteria below.)

1. The variance request does not meet the requirements of §13-4-2A(1).

2. The variance request deviates substantially from the construction requirements or design standards of the regulations.

3. The variance request creates a major environmental impact.