



City of Livingston  
Department of Planning  
220 E. Park St.  
Livingston, MT 59047  
(406)222-4903  
[planning@livingstonmontana.org](mailto:planning@livingstonmontana.org)

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## City of Livingston Subdivision Exemption Application Instructions

A Subdivision Exemption is required for any Subdivision Exemptions as listed in 76-3-2 MCA and Chapter V of the City of Livingston Subdivision Regulations. Most subdivision exemptions require a survey of the property performed by a licensed surveyor and will be signed by the Chair of the City Commission. **While exempt from subdivision review, all parcels undergoing the exemption process are subject to the standards listed in the City of Livingston Zoning Ordinance, including lot size and density standards.**

### Submittal Requirements:

- Completed Application Form.
- A Survey of the Parcel(s) undergoing the exemption performed by a licensed surveyor, with all items required by Montana Code Annotated and the Park County Clerk and Recorder's Office.
- If existing buildings are present on site, a site plan showing that all the structures continue to meet the requirements of the Zoning Ordinance after completion of the exemption.
- The Subdivision Exemption review fee.

All documents other than the required survey shall be submitted on either 8 ½" x 11" or 11" x 17" paper. Additionally, digital copies of the submittal in PDF file format are required.



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## City of Livingston Subdivision Exemption Application

1. **Property Owner Name:** \_\_\_\_\_

2. **Location of Property**

General Location: \_\_\_\_\_

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

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Zoning District: \_\_\_\_\_

3. **Contact Information**

*Property Owner*

Home Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

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

*Primary Contact/ Applicant*

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

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

\_\_\_\_\_

Phone Number: \_\_\_\_\_

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

*Secondary Contact*

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

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

\_\_\_\_\_

Phone Number: \_\_\_\_\_

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

**4. Property Information**

Existing Structures on Property: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Proposed Type of Exemption as listed in 76-3-2 MCA: \_\_\_\_\_

\_\_\_\_\_

**I hereby certify that the information included in this application is true and accurate.**

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

\_\_\_\_\_  
Date