

IMPROVEMENTS AGREEMENT APPLICATION

1. PROJECT

Development Name: _____
Planning File Number: _____

2. PROPERTY OWNER

Name: _____
Full Address: _____
Phone: _____
Email: _____

3. APPLICANT

Name: _____
Full Address: _____
Phone: _____
Email: _____

4. REPRESENTATIVE

Name: _____
Full Address: _____
Phone: _____
Email: _____

5. PROPERTY

Full Street Address: _____
Full Legal Description: _____
Current Zoning: _____

6. IMPROVEMENTS TO BE GUARANTEED

Attach a detailed estimate of remaining improvements proposed to be guaranteed. The estimate for any improvements to be dedicated to the public such as streets and water sewer street frontage landscaping, park improvements shall be prepared by an appropriate professional such as a civil engineer or landscape architect as applicable.

Type(s) of improvements proposed for guarantee: _____

Anticipated date of installation:

Name, company and title of individual who will be signing the improvements agreement and guaranteeing installation of improvements:

Remaining Improvements Estimate Amount:

\$

Financial Guarantee Amount (1.5 X Estimate)

\$

An acceptable financial guarantee is required following approval of the financial guarantee amount. This guarantee shall be submitted along with an executed improvements agreement that you will receive from staff following approval of this application. The City accepts Cash, Letters of Credit from local banks or out of area banks where funds can be drawn by certified mail. Bonds may be accepted, but must be approved by the City Attorney and in a form provided by the City. Contact us if you plan to use a bond as your financial guarantee.

8. APPLICATION FEES AND MATERIALS

Base fee \$525 or 1% of face value of guarantee, whichever is greater.

9. CERTIFICATIONS AND SIGNATURES

This application must be signed by both the applicant(s) and the property owner(s) (if different) before the submittal will be accepted.

Statement of Intent to Complete Improvements - I understand that the Improvements Agreement must be secured by a financial guarantee, as may be deemed acceptable by the City, payable to the City of Bozeman, in an amount equal to one and one-half times the estimated cost of the installation of any required improvements not completed at that time. Said method of security shall be valid for a period of not less than twelve (12) months, eighteen (18) months for subdivision improvements. **In any event, all required improvements shall be completed within nine (9) months of occupancy for site development and twelve (12) months for subdivision improvements except for lot frontage sidewalks in order to avoid default on the method of security.**

Applicant Signature:

Printed Name:

Owner

Signature:

Printed Name:

Owner

Signature

Printed Name:

If signing as a corporation, please provide the title and position of the individual signing on behalf of the corporation. Attach separate sheets for additional owner signatures.

10. CERTIFICATIONS FOR INSTALLED IMPROVEMENTS AND IMPROVEMENTS AGREEMENT REVIEW

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Required Forms:	IA and Estimate	Recommended Forms:	Required Forms:		

Following submittal, this application is reviewed by City staff to determine if the proposed improvements to be guaranteed are appropriate in relation to the improvements installed to date and that the improvements to be guaranteed have been estimated based upon current area construction/installation costs.

For all improvements installed to date, the property owner and applicant are required to provide certifications from their appropriate project professionals (architect, civil engineer, landscape professional, lighting engineer, etc.) that the private and public improvements have been installed according to the improved plans and specifications. If these certifications are not provided, it may delay the review of this application. These certifications can be provided on dated letterhead by each professional. Contact us for more information if you are unfamiliar with this process.

CONTACT US

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 Bozeman, MT 59771

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 fax 406-582-2263
 planning@bozeman.net
 www.bozeman.net

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