Transportation Systems Department

STREETS DIVISION

Sidewalk Variance Request

DATE RECEIVED:

Applicant Name:	Phone Number:	
Contact Name:	Phone Number:	
Address:		
Email Address:		
Variance Location:		

☐ **VARIANCE REQUEST**

SIDEWALK: City Code 7-4-2: OWNERS TO BUILD:

A. Purpose. It is the purpose of the city to build sidewalks to provide a connected system for those walking or for those with disabilities traveling across the city. In addition, the City aims for boulevard sidewalks that allow for traffic calming, separation from the roadway, and winter snow storage for cleaner streets.

B. Owner Build Standards: All persons owning abutting property shall build the sidewalks, curbs and gutters for such property, and the same shall be built to the following standards:

1. Sidewalk Placement: The location and installation of sidewalks on public right of way are subject to the following requirements:

a. Except as provided in this section, sidewalks are to be placed along the property line with the remaining right of way to the curb line to be developed as a boulevard. When the right of way remaining for boulevard is more than seven feet (7") wide, the City manager or the City manager's designee may allow the owner to place the sidewalk away from the property line. The minimum width of the sidewalk is five feet (5") and the maximum is fourteen feet (14").

Description of and reason for Variance request: (Please attach additional sheet(s) if necessary.)

Note to applicant:

Please provide a site plan and signed Sidewalk Variance Application with any Variance and/or Deferral request. The variance process requires that City Staff and the City Manager all review the request. Due to this process, please allow 14 days to process all requests.

Please return to Mark Young in Room 220 of The City-County Building, or mail to:

City of Helena, Transportation Department
Attention: Mark Young
316 N. Park Avenue
Helena MT 59601

OWNERS SIGNATURE:	DATE:
PRINT NAME:	TITLE:

☐ **Deferral Request**

City Code 7-4-2.B.1

g. The property owner may request to defer the installation of sidewalks, curbs and gutters from the city manager or the city manager's designee so that construction is deferred until a later date with adequate justification. Part of the request must include a time certain when the owner would be required to build sidewalks, such as when the road is improved, and a signature on a waiver of the property owner's right to protest the establishment of any future adjacent roadway special improvement district. If deferral is approved, waiver must be recorded by the property owner with the County Clerk and Recorder's Office at their own cost.

Description of and reason for Deferral request: (Please attach additional sheet(s) if necessary.)

For City Use:

Transportation Systems Department Recommendation: Approve: ☐ Deny: ☐

Comments:

Signature: Title: Date:

City Manager or City Manager's Designee: Approve: ☐ Deny: ☐

Signature: Title: Date:

Note: *If variance request is denied, the owner may appeal the decision to the City Commission per City Code 7-4-2.B.1.b*