

# CITY OF HELENA GRADING/ CLEARING PERMIT APPLICATION

NUMBER/STREET	SUBDIVISION/SURVEY	LOT	BLOCK
ADDRESS:			

**PROPOSED USE:**

<p style="text-align: center;"><b><u>RESIDENTIAL</u></b></p> <p><input type="checkbox"/> ONE FAMILY</p> <p><input checked="" type="checkbox"/> TWO + FAMILY</p> <p><input type="checkbox"/> TRANSIENT MOTEL, HOTEL, OR DORMITORY</p> <p><input type="checkbox"/> OTHER-SPECIFY _____</p>	<p style="text-align: center;"><b><u>NON-RESIDENTIAL</u></b></p> <p><input type="checkbox"/> AMUSEMENT, RECREATIONAL</p> <p><input type="checkbox"/> CHURCH, OTHER RELIGIOUS</p> <p><input type="checkbox"/> STORE, MERCANTILE</p> <p><input type="checkbox"/> OTHER- SPECIFY _____</p>
--	---

**PROCEDURE FOR ISSUANCE OF PERMITS:**

< UPON APPROVAL OF THIS GRADING PERMIT, YOU WILL BE ISSUED AN INSPECTION RECORD

< THE INSPECTION RECORD MUST BE POSTED AT THE FRONT OF YOUR LOT WHERE IT IS EASILY

< ACCESSIBLE TO THE INSPECTOR

< ONCE GRADING/CLEARING IS COMPLETE AN INSPECTION MUST BE SCHEDULED

< UPON PASSING INSPECTION, THE INSPECTOR WILL SIGN OFF ON YOUR INSPECTION RECORD

< YOU MUST BRING YOUR SIGNED/APPROVED INSPECTION RECORD TO CITY HALL BEFORE A BUILDING

< PERMIT FOR FURTHER CONSTRUCTION ON YOUR LOT WILL BE ISSUED

	NAME	ADDRESS	TELEPHONE NO.
OWNER			
CONTRACTOR			

**PERMIT FEE \$ 100.00 RESIDENTIAL**  
**\$400.00 COMMERCIAL (ALSO SUBJECT TO CICT FEE FOR STATE)**

I HAVE READ, UNDERSTAND, AND AGREE TO THE STIPULATIONS SET FORTH IN CITY OF HELENA ORDINANCE NO. 597-02. I HEREBY CERTIFY THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT: I AGREE TO COMPLY WITH ALL CITY ORDINANCES AND STATE LAWS REGARDING BUILDING CONSTRUCTION: THAT I AM THE OWNER OR AUTHORIZED TO ACT AS THE OWNER'S AGENT FOR THE HEREIN DESCRIBED WORK.

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

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

**NAME OF COMPANY:** \_\_\_\_\_