

**\$100.00 Fee**

Application # \_\_\_\_\_

**STILLWATER COUNTY  
APPLICATION FOR TEMPORARY STREET/ROAD CLOSURE**

To be completed by the applicant - Incomplete applications will not be processed.

Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Site Location - Exact Section of Stillwater County Street/Road applied for:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Town of \_\_\_\_\_ or Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Nature of Function/Project: \_\_\_\_\_ Drawings Attached \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Duration of Closure: \_\_\_\_\_

IN ORDER TO PROMOTE PUBLIC SAFETY AND PROTECT LIFE AND PROPERTY IT IS NECESSARY FOR EVERY PERSON, PARTY, OPERATION, BUSINESS OR UTILITY DESIRING TO TEMPORARILY CLOSE ANY COUNTY ROAD, STREET, ALLEY OR THOROUGHFARE TO OBTAIN A PERMIT PRIOR TO SUCH CLOSURE AND POST BOND AS MAY BE REQUIRED.

**APPLICANT HEREBY AGREES TO THE FOLLOWING CONDITIONS:**

1. To perform all work in compliance with Stillwater County Specifications, a copy of which is available at the County Road Dept.
2. To notify the County Road Dept. Office prior to starting any work within the County right-of-way covered by this permit.
3. Applicant will be responsible for any damage to other installations already in place.
4. To provide proof of insurance, indemnify and save harmless Stillwater County, its officers and employees, from responsibility, damage, or liability arising from the exercise of the privileges granted herein.
5. To meet all requirements for warning signs, traffic control and public safety (Manual on Uniform Traffic Control Devices).

**IT IS FURTHER AGREED:**

1. Applicant shall furnish bond as required.
2. Above named applicant doing or authorizing said work will pay a fee as required, said fee to be retained by Stillwater County
3. Applicant shall not exceed or modify the scope of this project without prior approval from the County Road Dept. Office.
4. All work shall be inspected upon completion as arranged for by both parties, the Applicant and the County Road Dept. or his representative.
5. Permittee shall maintain, at its/his sole expense, the installation and/or structures for which this permit is granted, in a condition satisfactory to the County.
6. Should the work fail to meet standards, or if a defect in said work creates a situation affecting public health, welfare or safety, the applicant is solely responsible for correction of the deficiency. If applicant, upon notification by the County Road Dept. fails to correct said deficiency, the Stillwater County Road Dept. may make or authorize such corrections. All costs incurred in said corrections shall be charged against the Applicant, the Applicants heirs, assigns, or his bond. Emergency situations, as determined by the Road Dept. Office, shall be corrected immediately upon notification.
7. The applicant agrees to hold Stillwater County harmless for any damage to their facilities occurring during normal road maintenance operation now and in the future.
8. Nothing contained in this permit shall relieve Applicant of responsibility for the work performed under any permit granted.

**The terms of this permit application are accepted and agreed to by:**

\_\_\_\_\_  
Signature of Applicant(s)

\_\_\_\_\_  
Date

**Send the completed application form along with applicable fees and drawings to the following address:**

**STILLWATER COUNTY ROAD & BRIDGE DEPARTMENT  
865 Hwy 10 West  
COLUMBUS, MT 59019  
PHONE: (406) 322-5336**

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**OFFICE USE ONLY - COPY OF FEE=S HERE**

**EXHIBIT A****APPLICATION FOR TEMPORARY STREET/ROAD CLOSURE  
STILLWATER COUNTY**

1. Contact emergency services and report the time and date of the temporary street closure.

	<u>Fire</u>	<u>Ambulance</u>	<u>Sheriff</u>
Absarokee:	328-4703	328-4703	322-5326
Park City:	633-2298	633-2015	322-5326
Molt:	669-3139	322-4302	322-5326
Rapelje:	663-2211	322-4302	322-5326
Columbus Rural Fire(Reed Point):	322-4302	322-4302	322-5326

2. Contact Person for Event: \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

3. Submit a drawing of the streets to be closed and detour route identified.

4. Road(s) to be closed shall be identified with approved road closed signs and barricades.

5. Detour route(s) to be identified with approved detour signs.

6. No Stakes, pegs or damage to roadway.

7. Roads must be opened immediately after event ends and cleanup up is done.

8. Copy of street closure permit shall be on location with responsible person in charge.

9. Restroom facilities must be adequate for the event.

- Signs and barricades are available for loan at the Stillwater County Road and Bridge Department. Must be returned within 3 days after event.

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Signature of Applicant(s)

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Print Name and Title

**REVIEW OF APPLICATION FOR TEMPORARY STREET/ ROAD CLOSURE**

- To be completed by the Stillwater County Road &amp; Bridge Supervisor -

ROUTE NO. \_\_\_\_\_

STATION(s) \_\_\_\_\_

COMPLETE APPLICATION RECEIVED? Yes \_\_\_\_\_ No \_\_\_\_\_

INSPECTION FEE PAID? Yes \_\_\_\_\_ No \_\_\_\_\_ Amount \_\_\_\_\_

PLANS/DRAWINGS SUBMITTED? Yes \_\_\_\_\_ No \_\_\_\_\_

PROOF OF INSURANCE PROVIDED? Yes \_\_\_\_\_ No \_\_\_\_\_ Company \_\_\_\_\_

BOND PROVIDED? Yes \_\_\_\_\_ No \_\_\_\_\_ Amount \_\_\_\_\_

**PRELIMINARY INSPECTION OF APPLICATION RECOMMENDED FOR:**

APPROVAL \_\_\_\_\_ CONDITIONAL APPROVAL \_\_\_\_\_ DISAPPROVAL \_\_\_\_\_

*County Road & Bridge Supervisor*

Date

List conditions of approval: \_\_\_\_\_

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**DECISION ON APPLICATION FOR TEMPORARY STREET/ROAD CLOSURE**

- To be completed by the Stillwater County Commissioners -

The Board of County Commissioners of Stillwater County, Montana, do hereby:

APPROVE \_\_\_\_\_ CONDITIONALLY APPROVE \_\_\_\_\_ DISAPPROVE \_\_\_\_\_

the permit application for temporary street/road closure.

*County Commissioner Districts 1,2,or 3*

Date

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**FINAL INSPECTION OF STREET/ROAD CLOSURE**

- To be completed by the Stillwater County Road &amp; Bridge Supervisor -

Inspected by \_\_\_\_\_

Inspection Date \_\_\_\_\_

Completed project: \_\_\_\_\_ meets requirements of the preliminary application  
\_\_\_\_\_ does not meet approval for the following reasons: \_\_\_\_\_

NOTICE: Approval of the foregoing application shall not grant authority to the permittee to burden or otherwise impair or infringe on any third-party property interests which may exist or inure to the benefit of third parties relative to the county property or right-of-way which is referenced in this application.

**Routing****Initial Course of action**

- \_\_\_\_ 1. Road & Bridge – Preliminary inspection
- \_\_\_\_ 2. Road & Bridge – Approval and fees to Finance Department
- \_\_\_\_ 3. Finance Department – Deposit fees and submit application to BOCC final approval
- \_\_\_\_ 4. Commission action – Decision on application for permit
- \_\_\_\_ 5. Road & Bridge – Letter to Sheriff's dispatch to inform all emergency services
- \_\_\_\_ 6. Road & Bridge – Final inspection, approval and file original for one (1) year

# STILLWATER COUNTY

## RESOLUTION 2024-32

### A RESOLUTION TO AMENDING RESOLUTION NO. 1996-12 (96-12) PERMIT FEES FOR ROAD AND BRIDGE

WHEREAS, Montana Statues 7-14-2101 et seq. gives general power to the Board of County Commissioners to do whatever may be necessary for the best interest of the county roads; and

WHEREAS, the County incurs additional costs at the tax payers expense whenever inspecting, reviewing or repairing construction work within county right-of-way; and

WHEREAS, public health, safety and general welfare of Stillwater County will be better served if there is a permit system required to allow for review of permit applications with plans and specifications for construction work within county right-of-way, proof of insurance, and a financial guarantee in the amount required to cover the estimated cost of repair construction work affecting county roads and associated facilities provided by the applicant.

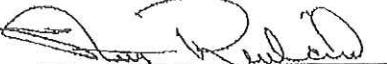
WHEREAS, a public notice giving the time and place for the public hearing was published in the Stillwater County News on August 15, 2024 and August 22, 2024. A Public Hearing was held on August 29, 2024. There were no opponents or proponents as no members of the public were in attendance at the hearing.

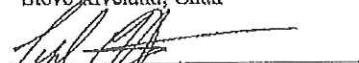
NOW, THEREFORE, BE IT RESOLVED, that a permit is required for construction work within county right-of way. A complete application form must be submitted for review and will be processed in accordance with the approved policy on permit requirements for construction work in county right-of-way. This includes requirements for the applicant to provide proof of insurance and financial guarantee.

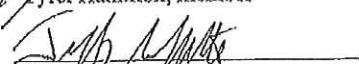
BE IT FURTHER RESOLVED, that a fee schedule with a minimum \$100.00 inspection fee is hereby adopted, for encroachment permits and temporary road closure permits.

DATED THIS 23<sup>rd</sup> day of September 2024.

### BOARD OF COMMISSIONERS STILLWATER COUNTY

  
Steve Riveland, Chair

  
Tyrel Hamilton, member

  
Jeff Ruffatto, member



ATTEST:

  
Heidi L. Stadel, Clerk & Recorder

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STATE OF MONTANA STILLWATER COUNTY  
RECORDED: 9/26/2024 12:49 PM KOB RESOLUTION  
Heidi Stadel CLERK AND RECORDER  
Fee: 0.00 BY: President  
TO: FILED