

CONCURRENT CONSTRUCTION SUBDIVISIONS & OFF-SITE IMPROVEMENTS

CONCURRENT CONSTRUCTION PROCEDURE (38.270.030.D.)

Subdivisions and site plans requiring off-site public infrastructure improvements may be completed concurrently with on-site vertical construction through a request for concurrent construction. Per the Bozeman Municipal Code ([Sec. 38.270.030 D](#)), off-site improvements require review and approval and must be requested at time of Subdivision Preliminary Plat and/or Site Plan Application submittal.

CONCURRENT CONSTRUCTION REQUIREMENTS

All Concurrent Construction requirements for subdivisions and off-site improvements can be referenced in the Bozeman Municipal Code [Sec. 38.270.030 D](#).

APPLICATION SET

Application set must be submitted following Development Review Committee initial approval of concurrent construction:

1. Concurrent Construction Plan. **Note:** IA must be in sync with the Concurrent Construction plan.
2. [City Standard Improvements Agreement \(IA\)](#);
 - A. If financial guarantee is used, submit cash or the City's standard template for [Letter of Credit](#) or [Bond](#) with Improvements Agreement.
 - B. Improvements must be completed within 2 years of IA date.
3. Proof of Hazard and Commercial General Liability Insurance.
4. City Standard Concurrent Construction Hold Harmless Agreement.
5. If applicable, Enter an agreement with the City to address interim services provided during construction.

FORMAL ACKNOWLEDGMENT

By requesting Concurrent Construction for subdivisions and off-site improvements, the applicant is responsible for understanding and adhering to the Bozeman Municipal Code (BMC [Sec. 38.270.030 D](#)) throughout the project development. The applicant understands and accepts the risk in application approval delays if the Concurrent Construction application does not satisfy all requirements of the BMC. The applicant acknowledges that by submitting Concurrent Construction he/she agrees:

Concurrent Construction must be requested and applied for prior to Development Review Committee (DRC) review. Failure to provide a Concurrent Construction plan may result in a Modification to your application and/or delays in review timing;

Site development must be under the control of a single developer and single contractor;

Improvements will be designed, constructed, and installed according to the standards and criteria as adopted by the city;

The City has the authority to issue permits incrementally and revoke permits for non-compliance;

Improvements will be completed within 2 years of completion of the Improvements Agreement;

Increased risk of loss is possible when certain public services do not exist at the site;

The City may impose additional fees for any extraordinary costs associated with processing and administering this Concurrent Construction application.

CONCURRENT CONSTRUCTION SUBDIVISION & OFF-SITE CHECKLIST

SIGNATURES

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

Applicant Signature: _____ Date: _____
Applicant Printed Name: _____ Date: _____
Owner Signature: _____ Date: _____
Owner Printed Name: _____ Date: _____

REQUIRED FORMS

CCOFF, [SP](#), or [PP, IA](#), Hold Harmless

CONTACT US

Alfred M. Stiff Professional Building
20 East Olive Street
PO Box 1230
Bozeman, MT 59715

phone 406-582-2260
fax 406-582-2263
planning@bozeman.net
www.bozeman.net/planning

For Official Use Only

Check each box once each document is reviewed and approved. Concurrent construction cannot be approved until all documents have been completed and approved.

Improvements Agreement

Letter of Credit/Bond (if Applicable)

Final Engineering Design (City and DEQ)

Hazard and Commercial General Liability Insurance

Hold Harmless Agreement

Concurrent Construction Plan

Email/Narrative acknowledging increased risk of loss

Approval

Denial

Print Name: _____ Date: _____

Signature: _____