Applicant letter and pre-application meeting notes
Zone Change #941 – 2724 Shiloh Road

The subject property at 2724 Shiloh Road is in very close proximity (~312 feet) to the Southwest corner of the Shiloh Road and Rimrock Road intersection. Shiloh Road and Rimrock Road are two arterials that the City of Billings has invested in heavily to accommodate the increasing traffic demands of the expanding west end. The subject property is currently home to a single family residence (R96) on approximately 0.38 acres. It is bordered on the north by a non-descript City park and on the west and south by Wildridge Meadows Subdivision (9 patio homes accessible off of Wildridge Meadows Drive). The subject property is only accessible off of Shiloh Road (2 curb cuts) and is directly across Shiloh Road from the St. John's Lutheran Ministries Retirement Home campus's main building. Additionally, the subject property is located within the Shiloh Corridor Overlay District which has been identified to promote an aesthetically pleasing entryway corridor on commercial lots (it is currently exempt from the Shiloh Corridor Overlay District requirements as a single family lot).

The Owners interest in the subject property is to re-zone the land/structure to Residential Professional (RP) and utilize the existing structure as office/flex space. If approved, the main level of the structure will be home to Beartooth Design Co., a design services company that specializes in landscape architecture and graphic design. The basement of the structure will continue to be used for residential purposes. The Owners anticipate meeting or exceeding the aesthetic expectation of the property per the Shiloh Corridor Overlay District requirements by investing in the landscape, signage and other miscellaneous site improvements. As a landscape architecture firm, that is top priority to attract new clientele and establish a presence on Shiloh Road. The Owners have no immediate plans to update/change the building other than to accommodate the City of Billings Building Dept. requirements to convert the residence into a mixed use/commercial building.

Application Questions/Clarification Statements

A. In what ways is your proposal consistent with the goals and policies of the adopted Growth Policy?

The Yellowstone County – City of Billings Growth Policy includes a number of goals and objectives that are relevant with this proposal. The following bulleted list of categorized objectives are accompanied with our summary of how this proposal remedies the potential growing pains:

Land Use Element – The subject property is a classic example of a Neighborhood Node based on the proximity to the intersection of Shiloh Road and Rimrock Road. While the node will never become a commercial center (with ample foot traffic), it is certainly considered a questionable location for a private residence now based on the relatively heavy traffic number of Shiloh Road and the exposure (lack of privacy) of the property based on its orientation to Shiloh Road and only accessibility from Shiloh Road. Based on those factors, the Owners felt it was almost set up perfect for an office in a Residential Professional capacity. The walk-out basement is oriented to the west (removed from Shiloh Road for optimal privacy as a residence) and the main level and parking area is very accommodating and welcoming for light traffic/visitors. Additionally, the zone change will require an elevated landscape aesthetic to replace the current undeveloped landscape and weeds. The implementation and maintenance of that landscape will virtually eliminate the adjacent neighbor concerns.

- ✓ Preserve Neighborhood Integrity
- ✓ Reduce Conflicts Between Neighbors
- ✓ Create Attractive Communities
- ✓ Provide Rental & Ownership Housing Options for the Diverse Workforce
- ✓ Encourage More Live-Work Environments
- ✓ Reduce Communting and Subsequent Drain on Natural Resources and Traffic Congestion

Economic Development Element – The subject property will be home to a relatively new and expanding small business in the Billings area (Beartooth Design Co.) that is intent on providing an attractive landscape presentation to showcase their expertise and creativity in landscape architecture. The business has growth expectations in the Billings market and hopes to be hiring a small workforce in the foreseeable future. Shiloh Road, between Grand Avenue and Rimrock Road, is starting to become an office corridor (medical, real estate, banking, etc.) and this proposal will add diversity to the workforce in the immediate area.

- ✓ Strengthen Area Economy
- ✓ Create Living-Wage Jobs
- ✓ Encourage New Businesses to Locate in Billings and Gateway Areas
- ✓ Convey a Business-Friendly Attitude
- ✓ Increase the Visual Appeal of our Corridors
- ✓ Create More Jobs Near Where People Live to Reduce Commuter Traffic

Aesthetics Element – As a landscape architecture firm, aesthetics are a specialty of the proposed business that is looking to make the subject property their home. The Owner of the property and of Beartooth Design Co., Patrick Parker, has been on the Billings scene for over a decade improving the image of Billings. The subject property has 120 feet of Shiloh Road frontage so relatively speaking it is a small portion of visibility but very important for the property owners to enhance as a marketing tool that compliments the adjacent properties.

- ✓ Improve the Image of the Community
- ✓ Improve the Visual Image of Billings

Transportation Element – The Owners of the subject property live in the immediate area so the reduction in travel time mainly applies to them. Visitors to the proposed business won't make a measurable impact to increase traffic flows on Shiloh Road. The Owners expect less than 5 visitors/vehicles per day. Attractive signage and a memorable landscape design along Shiloh Road (120' of frontage) are top priorities for the Owners.

- ✓ Reduce Travel Times
- ✓ Incorporate Attractive Visual Elements into Rights-of-Way Design

To summarize the earlier statements, the subject property proposal provides a live-work/mixed-use building on an isolated lot that lacks single family privacy. It provides an office location that will house a design firm, Beartooth Design Co. That design firm will provide workplace diversity in the immediate area. Additionally, this proposal aligns with the strategies, goals, and objectives identified in the West Billings Master Plan, the Yellowstone County – City of Billings Growth Policy, and the Shiloh Corridor Overlay District in terms of growth, aesthetics, community character, economic impact and the Billings business climate.

B. Explain your need for the intended zone change and why the property cannot be used under the existing zoning. Explain how the new zoning will fit in with the existing zoning and land uses of the immediate area.

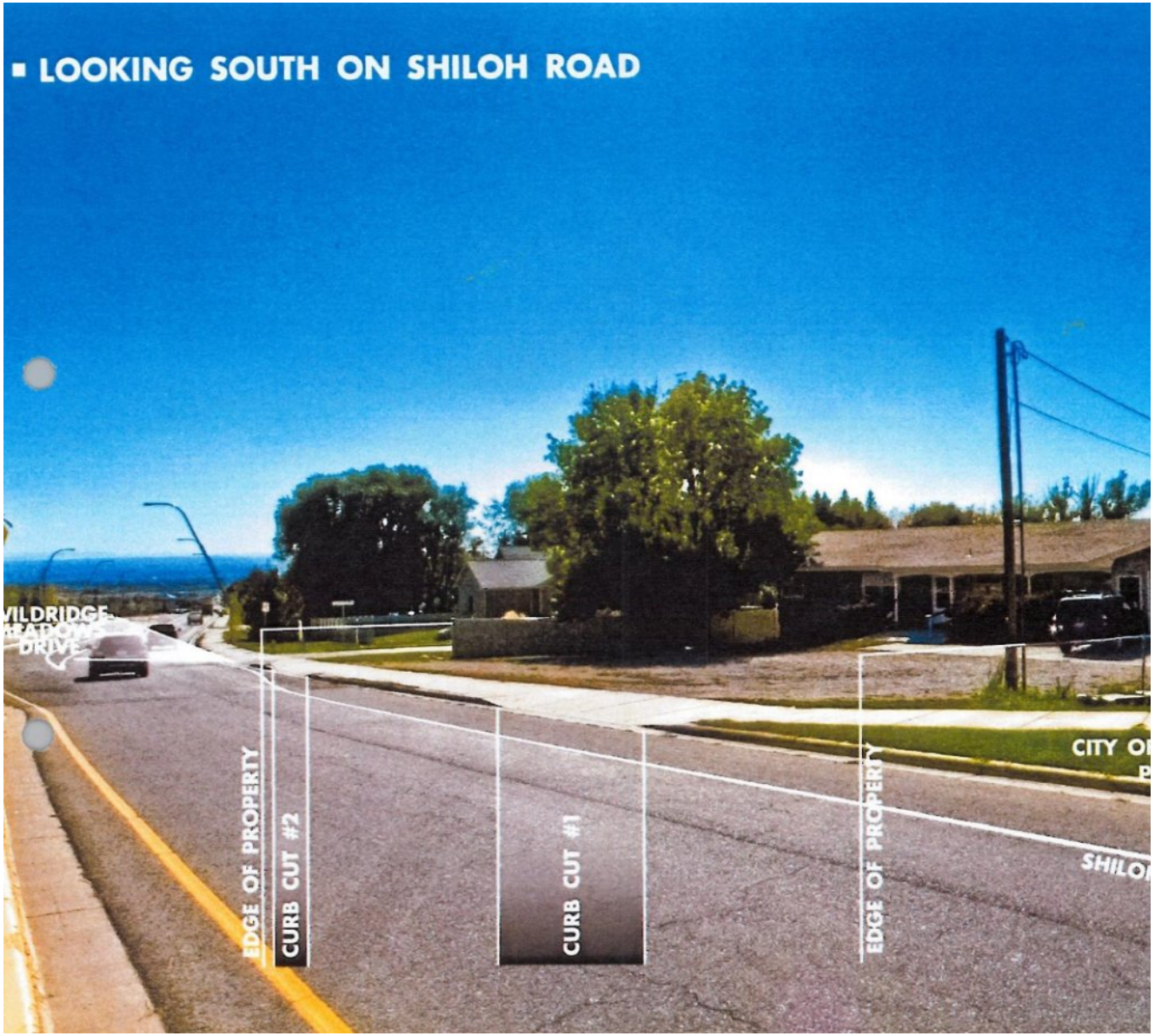
The subject property Owners want to establish their design firm, Beartooth Design Co., at this location. Part of their plan is to invest in site improvements at the front of the building, develop the parking area, and place a sign along Shiloh Road. This is a long-term investment that was chosen because of the traffic exposure, the proximity to the intersection of Shiloh Road and Rimrock Road, the proximity to the Owners' primary residence, and the income potential from the basement apartment.

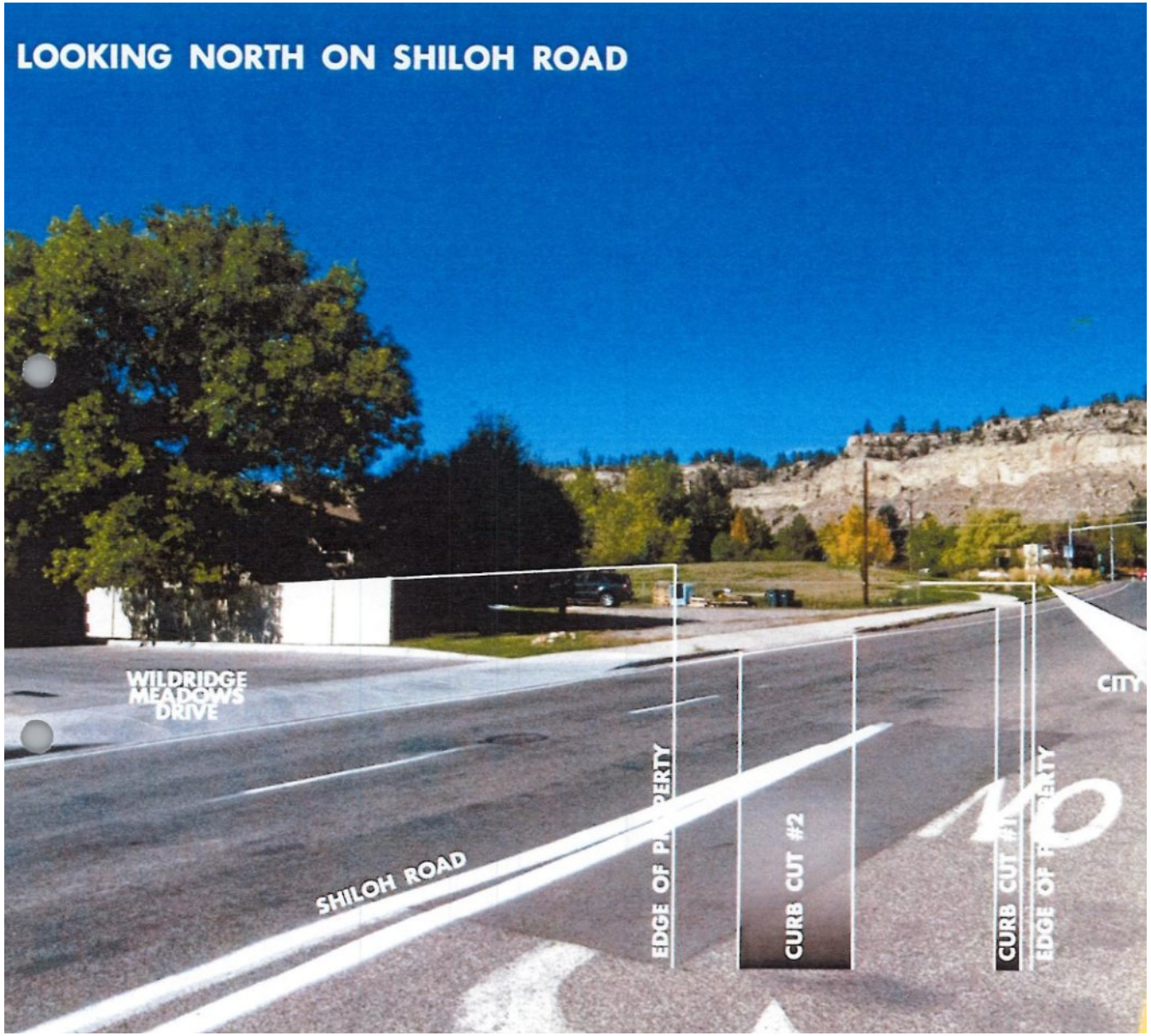
This proposal is consistent with the Zone Change #924 – 2526 Shiloh Road that was approved in September 2014.

Photographs

Photographs of the property are included in this application, along with an aerial image retrieved from the internet. The photographs show the property from the north and south perspective along Shiloh Road.

VICINITY MAP


LOOKING SOUTH ON SHILOH ROAD
EDGE OF PROPERTY
CURB CUT #2
CURB CUT #1
EDGE OF PROPERTY


LOOKING NORTH ON SHILOH ROAD
WILDRIDGE MEADOWS DRIVE
SHILOH ROAD
EDGE OF P PERTY
CURB CUT #2
CURB CUT #1
EDGE OF P PERTY
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2724 Shiloh Road

Zone Change Request Pre-Application Neighborhood Meeting

July 27, 2015 – 2pm
Kathy Lillis Chapel on the SJLM Campus
Lenhart Conference Room

Attendee	Phone	Address	Email
Janine Hudiburgh	6725454	2515 Burlwood	jhudiburgh@hotmail.com
David Hilde	534-3035	4020 Wildridge Meadows Pt.	dhildebrenan.net
Paula Griffin	647-2850	4015 Wildridge Meadows	
Dan Griffin	"	"	

Meeting concluded at 2:25 pm

RP - Residential Professional

A zone intended to accommodate limited commercial and professional offices as would be compatible with adjoining residential districts and consistent with the objectives of the Comprehensive Plan.

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Zone Change Request Pre-Application Neighborhood Meeting

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Meeting Summary:

The meeting promptly started at 2pm with five people in attendance, including the applicant, Patrick Parker, and four others that received the notice. Patrick introduced himself and summarized the letter and the zone change process. He mentioned the timeline and the pertinent dates of the timeline as discussed with Nicole Cromwell, the Zoning Coordinator with the City of Billings. Those dates included August 3 (zone change application due date), September 1 (Zoning Commission Public Hearing), and September 21 (City Council Public Hearing).

He then discussed the history of the property as a rental and his initial interest in the property as an income property. He started looking at zoning of the property when he heard about Century 21 going through the same process last year on a lot in close proximity on Shiloh Road. Patrick explained his business and his plans for the home. He also explained his intended use of keeping the main level as an office/ workplace and renting the basement apartment. His hope is to keep the building updates to a minimum and focus on the landscape and presentation of the business's exterior. As a landscape architect, he feels it is very important to have a dynamic landscape that showcases his profession. With the exterior, he mentioned complying with City of Billings requirements for the Shiloh Overlay District and stipulations on future signage on the property. He also mentioned defining parking areas and using berms to define the vehicular circulation between the two access points off of Shiloh.

Patrick then asked the attendees if they had any specific questions about the property or about his business. The discussion was open and summarized as follows:

- Patrick was asked about his long term plans for his business. He stated his intention was to stay relatively small with slow growth as he didn't want to follow the corporate model.
- Patrick was asked about the upgrades he would be required to do and the timeline he would have to follow to complete those upgrades. Patrick stated that his intention is to keep the house looking like a residence with no major changes to the structure. He mentioned he just upgraded the electrical service from 100 amp service to 200 amp service in anticipation of the dual use (office and apartment). He wasn't sure what other updates would be required for the zone change but reiterated he would like to focus his money on the landscape. He wasn't sure of the timeline either but mentioned he would like the landscape to be complete as soon as possible in 2016.
- Patrick was asked about the parking area. He stated his intention was to define the parking area with a concrete band but to keep the surface permeable with gravel at this time. He conceded he was a newcomer to the zone change process so he wasn't sure what the requirements would be yet.
- Patrick was asked about the pole light and if he intended to remove it. He explained the pole and light were the property of Northwestern Energy and their service tech that came out when the electrical service was upgraded said the light would remain on the pole.
- Patrick was asked if his business would be the only one in the building. He explained his intention to use all of the space for his business but did mention the possibility of another compatible business potentially using one of the bedrooms as an office. He also mentioned potentially expanding his business model so he might operate under a couple of different names in the future but the people involved would still be limited to Patrick and a few employees.

- Patrick was asked about business traffic. He stated his visitors vary but he sees an average of a couple cars per day. Patrick mentioned he lives very close to the property so one of the intriguing things about working there was he could commute by bike or by walking almost every day.
- Patrick was asked more about the landscape (specifically dead trees, dead grass, and weeds). He explained the property did not have an irrigation system and the previous owner hadn't had a tenant since last fall and didn't water the property. Patrick acknowledged the dead tree to the west of the home (in the backyard) and the surface (grass and weeds) being a problem. His intention is to complete a design that complies with the City requirements and implement it by next fall at the latest. He mentioned next spring would be ideal.
- Patrick was asked who he was using for the landscape installation. He didn't have anybody selected at this time as he hasn't completed the design yet. One of the attendees mentioned her son was in business and might be interested in the work.

Overall, the vibe in the room started with some mixed emotions and a lot of curiosity but ended with more positivity about the potential of the property. The main point of emphasis was on the landscape and making the property look good to enhance the feel of the area. Patrick mentioned the St. John's campus and some of his work on the campus and how he wanted to bring that look and feel across the road. Patrick ended the meeting by inviting the attendees to stop by the property or to call if they were more interested in his business and his plans for the property. He reiterated his intention to be a "good neighbor" and follow the necessary steps to complete the zone change so everyone involved was happy with the result. The meeting ended at 2:25pm.