

CITY/COUNTY PLANNING BOARD

“Serving Billings, Broadview and Yellowstone County”

Board Attendance Roster: Please note: “E” stands for excused absence, “A” stands for un-excused absence, “1” stands for present.

BYLAWS, YELLOWSTONE COUNTY BOARD OF PLANNING, (Amended. May 25, 2004)

Section 4. Absences and Removal

- A. Each member shall inform the Planning Director at least one day before the meeting of his/her inability to attend a Board or Committee meeting. Such an absence shall be considered an excused absence.
- B. If any Board member accrues three (3) or more consecutive unexcused absences from regular meetings, notice of which has been given at his/her usual place of work or residence, or by announcement at a meeting attended by him/her, the President may call such absences to the attention of the Board which may then recommend to the appointing authority that such member be asked to resign and that another person be appointed to serve out the unexpired term. Schedule: (** denotes a Wednesday meeting)

	Position	01/13/2015	01/27/2015	02/11/2015	02/24/2015	03/10/2015	03/24/2015	04/14/2015	04/28/2015	05/12/2015	05/26/2015	06/09/2015	06/23/2015	07/14/2015	07/28/2015	08/11/2015	08/25/2015	09/08/2015	09/22/2015	10/13/2015	10/27/2015	11/10/2015	
Dave Goodridge	Mayor/Billings Ward I	-	-	-	-	1	1	-	1														
Patrick Klugman	Mayor/Billings Ward II	1	1	1	-	1	1	-	1														
Donna Forbes	Mayor/Billings Ward III	1	1	E	-	1	1	-	1														
Darell Tunnicliff	Mayor/Billings Ward IV	1	1	1	-	-	1	-	1														
Dick Clark (President)	Mayor/Billings Ward V	1	E	1	-	1	1	-	1														
Vacant	YC District 1	-	-	-	-	-	-	-	-														
Dennis Cook	YC District 2	1	1	1	-	-	E	-	1														
Lisa Sukut	YC District 3	1	E	E	-	-	E	-	E														
Vacant	YC District 4	-	-	-	-	-	-	-	-														
Don Reed	YC District 5	E	E	1	-	-	1	-	1														
Dean Clark	YC District 6	E	E	1	-	1	1	-	1														
Al Littler	YC District 7	1	1	1	-	1	E	-	E														
Clint McFarland	Y County Cons. District	1	1	1		1	1	-	E														
Scott Reiter	Ex-Officio S.D. 2 Facilities Director	E	E			1	1	-	1														
Supt. Terry Bouck	Ex-Officio S.D. 2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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May 27, 2015

To be approved by a motion on June 9, 2015

1. Call the Meeting to Order

President Dick Clark called the meeting to order at 6:00 p.m. on Wednesday, May 27, 2015, in the Miller Building 1st Floor conference room, 2825 3rd Avenue North, Billings, Montana. (The meeting date was moved due to the Memorial Day Holiday).

Introduction of Planning Board Members and Planning Department Staff

President Clark called for introductions of the members of the Planning Board and staff. The Board recognized Subdivision Coordinator Juliet Spalding for her work in the Planning Division and in the Community as she has resigned her position.

Attending Planning staff members were: Wyeth Friday, Planning Division Manager; Juliet Spalding, Subdivision Coordinator; Scott Walker, Transportation Planning Coordinator; Tammy Deines, Planning Clerk

2. Approval of the Agenda-President Clark called for approval of the May 27, 2015 meeting agenda.

Motion

Dennis Cook made a motion and it was seconded by Donna Forbes to approve the May 27, 2015 meeting agenda

The motion carried with a unanimous voice vote.

3. Meeting Minutes for April 8, 2015

Motion

Donna Forbes made a motion and Patrick Klugman seconded the motion to approve the April 8, 2015 minutes with a correction on page 11 to note Darell Tunnickliff’s vote against the motion.

The motion carried with a unanimous voice vote.

4. Public Comment: President Clark asked if there was anyone wishing to speak during the public comment portion of the meeting. He stated any member of the public may be heard on any subject that is not on the agenda; the Planning Board will not take any action on these items at this time, but could choose to add an item to the next meeting agenda for discussion.

There were no Public Comments given during this time.

5. Disclosure of Conflict of Interest – Board members and Planning Staff. There were no disclosures of conflict of interest.

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6. Disclosure of Outside (Ex Parte) Communication– Board Members and Planning Staff. The Ex Parte Communication Binder is available at the Sign-In and Agenda station. There was none.

7. OLD BUSINESS-There was no Old Business.

8. NEW BUSINESS

**8a. Discussion. 2015-2019 TIP Amendment I, Scott Walker
Transportation Planner**

Introduction

Scott Walker gave an overview of the summary and adoption schedule below.

2015-19 TIP AMENDMENT I

PROJECTS ADDED/AMENDED - Summary

- Bench Boulevard – Cost Updates
- Signal Upgrades Billings – Various Locations
- Lockwood Signal Upgrades – Various Locations
- Pinehills and Prior Creek Interchanges – Pavement Preservation
- Highway 3 (27th to Zimmerman Trail) – Pavement Preservation
- 6th Avenue (27th to 32nd) – Pavement Preservation
- Division Street – Pavement Preservation
- Hillcrest – Right Turn Lane
- Billings North – Rumble Strips
- King Avenue Interchange Signals – Reflective Back plating

2015-2019 TIP AMENDMENT I - ADOPTION SCHEDULE

- The Technical Advisory Committee met the morning of May 21st to review the 2015-19 TIP Amendment I. TAC has recommended approval.
- The Planning Board will initially review the 2015-19 TIP Amendment I at its regular meeting on May 27th then make final recommendation of the document June 9th and forward its recommendation to the PCC.
- The Board of County Commissioners will review and take action on the 2015-19 TIP Amendment I at its regularly scheduled meeting on June 16th and forward its recommendation to the PCC.
- The City Council will review and take action on the 2015-19 TIP Amendment I at its regular meeting on June 22nd and forward its recommendation to the PCC.
- The PCC is expected to meet on June 23rd to take final local action on the 2015-19 TIP Amendment I.

Discussion

President Clark called for questions and discussion. President Clark called for questions and discussion. Patrick Klugman asked if any of the projects were upgraded from the illustrative

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list. Scott Walker said the majority are preservation projects as the timing is such that MDT is aware of how much funding is available to spend. He said safety and maintenance projects will continue and the larger projects will start to move through when the current big projects are completed. In response to a question by Donna Forbes, the plan is to segment the Billings Bypass project into six phases with a projected completion date of 2021.

Clint McFarland asked if there is a provision for a signal on 54th Street West and Molt Road. Scott Walker agreed that its time is coming with the development and the new Junior High School. He said there may be a recommendation for a signal and some other treatments within the next couple of years. Clint McFarland recollected that the developer of 54th and Rimrock agreed to contribute to a signal. Juliet Spalding said this is correct and they have contributed for three intersections. Wyeth Friday noted there will be some analysis in this area with the West End Planning Study.

David Goodridge asked regarding the project lists and if widening will take place at the intersection of 17th Street West and Grand Avenue. Scott Walker said the 2014 Transportation Plan has the project listing. He commented improvements to this intersection will be very costly as several of the buildings are built near the street.

Patrick Klugman asked about the future of the left turn lane located at the intersection of Wicks Lane, Governor’s Boulevard and Dick Clark asked about the left hand turn west on Central and 19th Street West, and they commented on the need for signalization. Scott Walker said he will check with the City's Traffic Engineer to get an update.

Donna Forbes if City’s use eminent domain in cases like Grand Avenue. Dick Clark stated the City has done this in the past for the Dairy Queen property on Grand Avenue but it is a very expensive purchase.

**A public hearing for the 2015-2019 TIP Amendment I will be held at the next Planning Board meeting on June 9, 2015.

8b. Discussion. City and County Subdivision Regulation Amendments- Juliet Spalding, Subdivision Coordinator

President Clark asked Juliet Spalding to open this agenda item. She explained that Planning staff was recently alerted to an inconsistency in the local subdivision regulations with state law in relation to subdivision of land within a 100-year floodplain. It is desirable to have local subdivision regulations that are consist with all other applicable laws. This proposed amendment is designed to bring the local and state regulations related to the 100-year floodplain into alignment with each other.

Proposed Amendments

Appendix O (City) Appendix N (County) Flood Hazard Evaluation:

- A. Definitions – Updated to mirror state law and local floodplain ordinance; deleted definitions for words not referenced in text
- B. General – struck entire section; reworked to bring into conformity with state law and local floodplain ordinance

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C. Flood Study Requirement – struck entire section; Floodplain permit process will cover any information previously required by a study

Below is the proposed schedule for review and adoption of 2015 amendments.

- May 27, 2015 – Planning Board Review
- June 9, 2015 – Planning Board Public Hearing and Recommendation to governing bodies
- June 16, 2015 – BOCC Resolution of Intent to Amend Regulations, Setting of Public Hearing date
- July 14, 2015 – BOCC Public Hearing and Resolution to Adopt
- July 13, 2015 – City Council Public Hearing and 1st Reading of Ordinance
- July 27, 2015 – City Council 2nd Reading of Ordinance

RECOMMENDATION

Planning staff recommends that the Board of Planning review the proposed changes, provide feedback, and set a public hearing date for June 9, 2015.

Discussion

President Clerk called for questions and discussion. President Clerk called for questions and discussion. Donna Forbes asked if this update would be considered contentious in any area. Juliet Spalding stated she does not think so as this is an update to existing law.

**A public hearing will be held on June 9, 2015 for this agenda item.

9. OTHER BUSINESS-

a. Growth Policy Update, Candi Millar, Director, Planning & Community Services

Department

President Clark asked Division Manager Wyeth Friday to open this agenda item in the absence of Candi Millar. He opened with a PowerPoint Presentation.

BACKGROUND

The future needs of our businesses and residents are why the City-County Planning Division has embarked on an ambitious 2-year process to plan for Billings. The plan has been branded, “Billings Beyond!”, because it looks beyond the needs of current residents and beyond our current boundaries. Starting in October, 2014, and ending in February, 2015, the Planning Division gave 35 presentations on the current status of many aspects of our city. The presentation also showed a chart on growth trends. From 1990 to 2010, Billings grew approximately 1.5% per year. Since 2010, Billings has grown closer to 4% per year. If the population were to continue to grow at 1.5%, approximately 10,000 more people would be added by 2035. A slightly higher growth rate of 2.0% would add about 70,000 people. At a 3.0% annual growth rate, the City of Billings would exceed a quarter million people in 20 years. The participants at each presentation were asked two questions: How do you want Billings to grow, and where

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do you want Billings to grow? From over 1,200 responses, the how’s could easily be grouped into six categories. The planners evaluated the responses and developed goals for each category:

ESSENTIAL INVESTMENTS: Spend money wisely and on those things that would improve our quality of life.

PLACEMAKERS: Preserve and enhance our important public buildings and spaces.

COMMUNITY FABRIC: An attractive and well-designed City.

STRONG NEIGHBORHOODS: Clean and safe neighborhoods that meet our essential daily needs

HOME BASE: A choice of housing types and sufficient supply of affordable housing.

MOBILITY AND ACCESS: The transportation system is designed to be safer and more efficient for all users.

The identified growth areas will provide the next element of the planning effort; growth scenarios. Scenario planning entails comparing the consequences of developing in different areas to determine which scenario offers the best outcomes in terms of revenue generated, costs incurred and goals achieved. While no one scenario may meet everyone’s desires and be most cost-effective, the exercise will help reveal what factors of the scenarios are responsible for driving costs and affecting the values stated in the goals. The intent of the scenario analysis is to determine if our current pattern of growth and infrastructure investments can be modified to achieve the desired outcomes. The planning effort will continue through June, 2016. The Planning Division staff values all input from the public, including City employees, advisory boards and elected officials.

FINANCIAL IMPACT

The Billings growth plan may be used by elected officials and city departments to help guide them in making infrastructure investments.

RECOMMENDATION

No recommendation at this time is needed as this is an update on the progress of developing the 1015-2016 Growth Policy.

Discussion

In response to a question by David Goodridge, Wyeth Friday said this Growth Policy has similar goals to previous Growth Policies but is handled with a different overall format, and it carries the idea of a City/County document as there will be a lot of focus in the City/urban area and development. This is the first time staff is trying to provide different scenarios and cost estimates for services. This document will include more informational charts and graphics and less text and should be easier to measure performance. David Goodridge noted

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the previous document was wordy and the goals were not easily measurable. Darrell Tunnickliff advocated for a special meeting to allow the Planning Board more time for discussion on this topic.

**At 7:05 p.m. President Clark excused himself from the meeting and asked Dennis Cook to preside.

Announcements: Wyeth Friday, Planning Division Manager

1. **Public Hearing Participation Guidelines**-Copies were distributed to the members of the Board and they are encouraged to review these. Staff will work toward including them as a part of the agenda format.
2. **Community Transportation Safety Plan:** Staff received a letter on May 13, 2015 MDT stating they will move forward with this effort.
3. **West End Traffic Modeling Project-** the RFP was sent out May 7, 2015 and the consultant selection process has begun.
4. **Study-Rims to Rimrock Bike Pedestrian Trail Study**-looking at potential access points besides 27th Street or Zimmerman Trail. The consultant process has begun and Staff will provide an update in the future.

ADJOURNMENT:

ATTEST: DRAFT. To be approved on June 9, 2015

Richard Clark, President, Yellowstone County Board of Planning

Candi Millar, Planning Board Executive Secretary and Planning and Community Services Department Director