

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

May 10, 2016

To be approved by a motion on May 24, 2016

1. Call the Meeting to Order

President Darell Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, May 10, 2016, in the Miller Building 1st Floor conference room, 2825 3rd Avenue North, Billings, Montana.

Introduction of Planning Board Members and Planning Department Staff

President Tunncliff called for introductions of the members of the Planning Board and staff. Attending Planning staff members were: Candi Millar, Director, Planning & Community Services Department; Wyeth Friday, Dave Green, Planner II, Scott Walker, Transportation Coordinator; Tammy Deines, Planning Clerk

Others in attendance: Quentin Eggart, EEC; Charles Fenton, Applicant

2. Approval of the May 10, 2016 Agenda: President Tunncliff called for approval of the agenda.

Motion

Board member Saldivar made a motion and Board member ** seconded the motion to the May 10, 2016

The motion carried with a unanimous voice vote.

3. April 26, 2016 meeting minutes.

Motion

Board member ** made a motion and Board member ** seconded to approve the April 26, 2016 meeting minutes were approved as submitted. The motion carried with a unanimous voice vote.

4. Public Comment: President Tunncliff 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.

5-6. Disclosure of Conflict of Interest – Board members and Planning Staff

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 were no disclosures of Conflict of Interest or Ex Parte Communications.

7. OLD BUSINESS: There is no old business.

8. NEW BUSINESS

8a-1. PRESENTATION/DISCUSSION. RIMS TO VALLEY BIKE/PED FEASIBILITY STUDY. Scott Walker, Transportation Coordinator, presenting.

President Tunnicliff asked Scott Walker to open this agenda item. The Rimrocks to Valley Trail Feasibility Study will evaluate alternatives for the development of separated bicycle and pedestrian facilities from Highway 3 atop the Rimrocks to existing bicycle and pedestrian facilities below (Rimrock Road, etc.) from 27th Street to Zimmerman Trail. The Draft Rimrocks to Valley Bike/Pedestrian Feasibility Study is now available here: <http://sandersonstewart.com/projects/rimstovalley/>

He introduced DJ Clark, Sanderson Stewart *and Consultant Danielle Scharf Sanderson Stewart* who is participating via conference call. Mr. Clark thanked Scott Walker for his introduction and continued with a PowerPoint presentation.

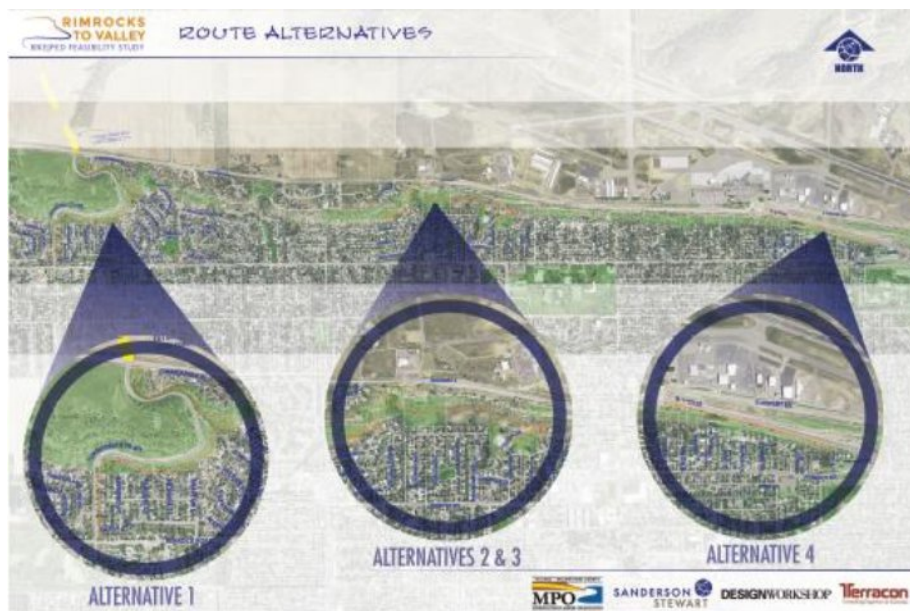
Mr. Clark gave a PowerPoint presentation on this study. He reviewed the goals and expectations of this study and gave a brief overview of each alternative route.

Goals and Expectations

1. Identify routes that safely convey bicyclists and pedestrians addressing the needs of both recreational users and commuters.
2. Evaluate the feasibility of achieving ADA compliance.
3. Identify access points and place-making opportunities.
4. Consider the unique geology of the Rimrocks in the evaluation of alternatives.
5. Maintain consistency with existing community plans.
6. Identify and engage all relevant stakeholders, particularly the Rimrock neighborhoods.
7. Enhance recreational and aesthetic opportunities from atop the Rims.
8. Provide a key connection within the proposed 26-mile marathon loop trail around Billings.
9. Develop a prioritized list of short-term and long-term projects.

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Alternative 1: Zimmerman Trail (Stagecoach Trail)

Alternatives 2-3: Myers Trail and Morledge Trail

This alignment coincides with one of the planned parking areas along Highway 3. The Morledge Trail begins at 17th Street West and has potential for a connection to Mulberry Drive and parking below on City property. Scott Walker commented staff tasked Sanderson Stewart with finding reasonable assents and approaches to the Rim top. He stressed these alignments are not engineering schematics and may have to be adjusted as it takes the trail way through private properties.

Alternative 4-27th Street Trail.

There is enough existing right-of-way that an on street bike facility may be provided along with a separated pedestrian path behind the guardrail. This route has potential for a scenic overlook. In response Mike Black's question, Danielle Scharff said only a cross section in the middle was considered and the transition into the acceleration lane would have to be looked at.

Public Involvement

Public Meeting 1- 95% of attendees felt a trail to the top would be beneficial and 90% said they would use it.

Public Meeting 2- 42 attendees. As to the results in terms of paved or natural surfaces, the preference is for pavement along 27th Street and a more natural surface for the other routes. Those attendees polled thought the 27th Street and Stage Coach Trail to be more "urgent" as they are currently being used without separate facilities. Danielle Scharff stated they focused on safety and connectivity with the overall ratings.

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Probable Cost was considered for each alternative with the 27th Street Trail being the least expensive and the Stagecoach trail is most expensive. The Stagecoach Trail is under consideration by MDT as part of the Zimmerman Trail Improvement project.

Rimrocks to Valley Bike/Ped Study Review Schedule

TAC	Presentation/Action - Thursday, May 5th at 10:30 a.m. 1st Floor Conference Room, Miller Building, 2825 3rd Avenue North
Planning Board #1	Presentation of Item - Tuesday, May 10th at 6:00 p.m. 1st Floor Conference Room, Miller Building, 2825 3rd Avenue North
Planning Board #2	Public Hearing/Action - Tuesday, May 24th - Publish 5/5 & 5/19 - Same location
Council Work Session	Presentation - Monday, July 5th at 5:30 p.m. - Items to Wynnette Thursday 6/30
Council Meeting	Action - Monday, July 11th at 6:30 p.m. - memo by Thursday 6/23 - Both meeting held in the City Council Chambers, 2nd Floor City Hall
County Discussion	Discussion - Monday, June 20th at 2:00 p.m. – Memo week before
Commissioner Meeting	Presentation/Action - Tuesday June 28th at 9:30 a.m. - Both meetings held in the County Commissioners Board Room, 4th Floor, County Courthouse
PCC	Final Action - Tuesday July 19th at 12:00 p.m. - 4th Floor County Courthouse, Commissioner Board Room

Discussion

President Tunnicliff called for discussion.

****A public hearing for the Rimrocks to Valley Bike Pedestrian Study will be held during the next Planning Board meeting on May 24, 2016.**

8b PRESENTATION/DISCUSSION. WEST END MULTI-MODAL TRAFFIC MODELING STUDY. SCOTT WALKER, TRANSPORTATION COORDINATOR.

President Tunnicliff asked Scott Walker to open this agenda item. Scott Walker gave the introduction below and introduced Consultant, DJ Clark, Sanderson Stewart who followed with a PowerPoint presentation.

Introduction

The West End Multi-Model Planning Study is the result of a collaborative effort between the Billings-Yellowstone County Metropolitan Planning Organization (MPO), the City of Billings, Yellowstone County and the consultant Project Team, (Sanderson Stewart and

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Fehr & Peers). In recent years, land development in the region of Billings that lies west of Shiloh Road has brought about an increase in traffic volumes that directly impacts safety, traffic operations and access. As more and more rooftops are constructed in this area, demand for pedestrian and bicycle facilities to support multi-modal transportation options is also rapidly increasing. The intent of this study is to provide the City of Billings and Yellowstone County with a tool for planning improvement projects to meet the demands of a vibrant and growing region of our great City. The Draft West End Multi-Modal Planning Study is now available for review here:

<http://sandersonstewart.com/projects/westend/>

The purpose statement for the study is as follows:

To evaluate the cumulative effect of ongoing and projected future land development and population growth on the multi-modal transportation system for the area of Billings west of Shiloh Road. **Study Area.** The study area based on a pair of land development projection scenarios for the 20-year period leading up to the study Horizon Year of 2035.

Analysis Results: Future-Conditions-(2035)

Scenario 1

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Under land use growth Scenario 1 (typical growth), most roadways in the study area continue to experience a Level of Service, (LOS), D or better. However, three of the primary east-west arterials (Rimrock Road, Grand Avenue, King Avenue West) are not projected to meet that standard.

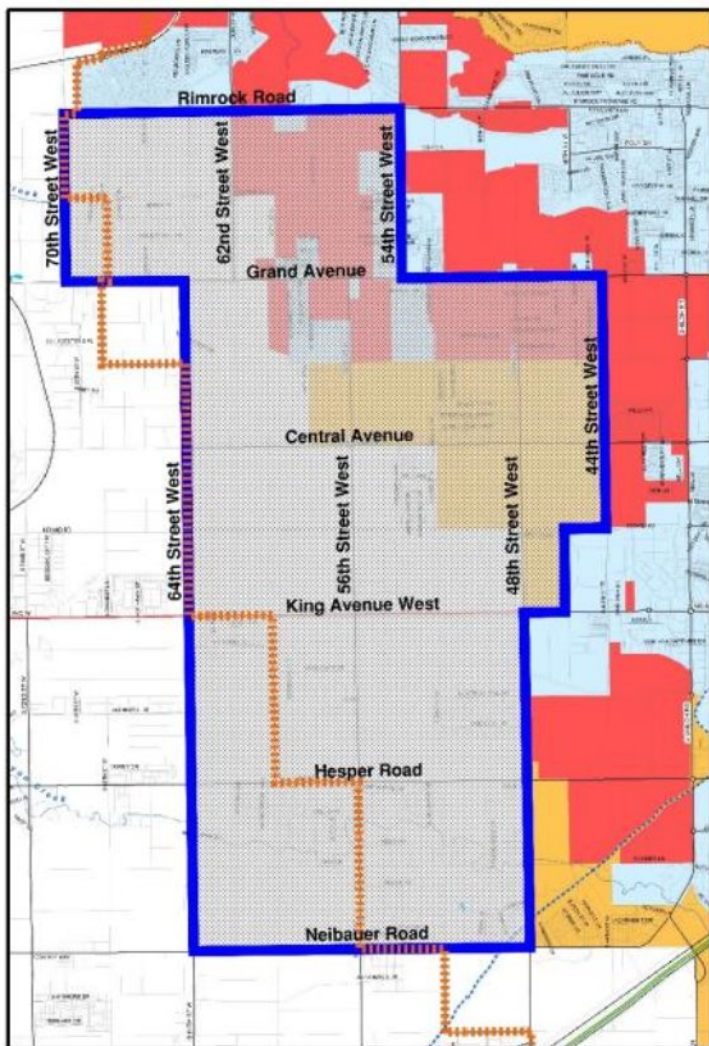


FIGURE ES1. STUDY AREA

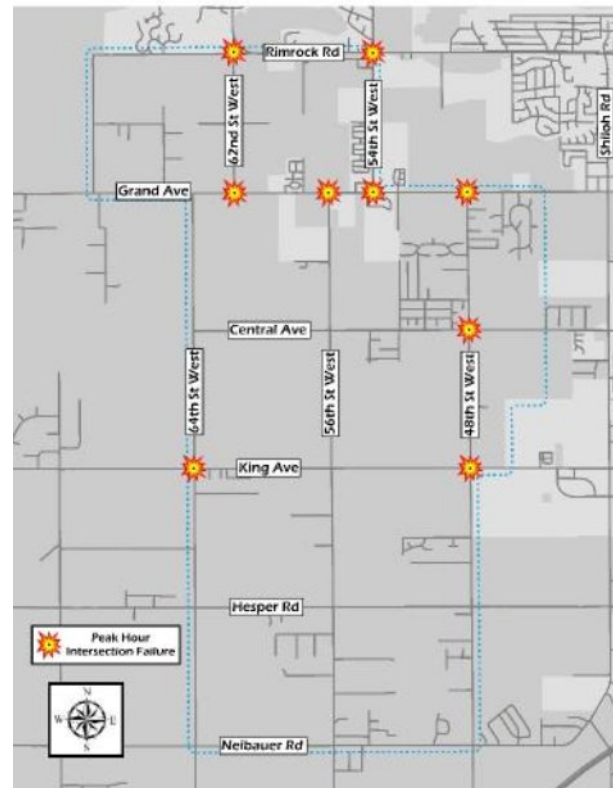


FIGURE ES2. SCENARIO 1 (2035) INTERSECTION AND CORRIDOR

Scenario 2

Under the higher-growth Scenario 2 (aggressive growth), Central Avenue joins Rimrock Road, Grand Avenue and King Avenue West in having one or more segments exhibiting Level of Service, (LOS) E or worse conditions. For the north-south corridors, 62nd Street West, north of Rimrock Road degrades to LOS F, while 54th Street West is projected at LOS D north of Rimrock Road and LOS E south of Rimrock Road.

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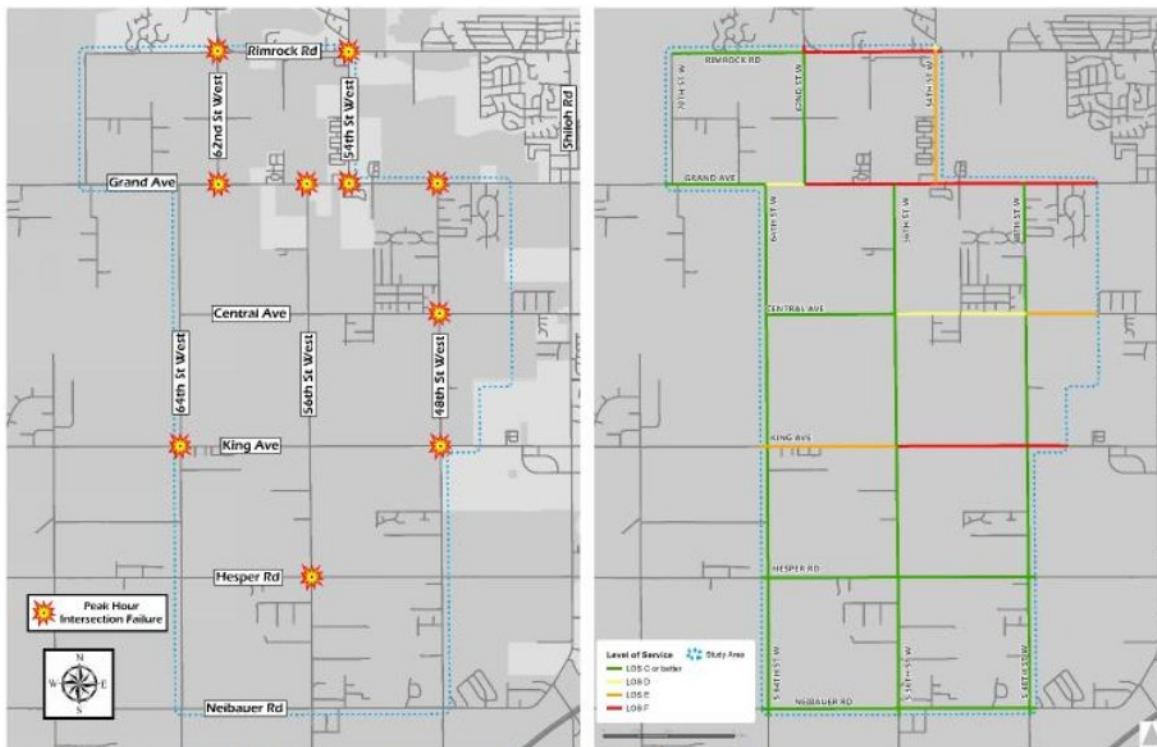


FIGURE ES3. SCENARIO 2 (2035) INTERSECTION AND CORRIDOR LOS ANALYSIS RESULTS

Mitigation

Short-term priority projects are those that could be necessary in order to maintain safe and efficient operations during the first half of the 20-year study period. Long-term priority projects are more likely to be needed during the second half of that period. However, it should be noted that there are many factors related to land development that could change the priority, location and cost considerations that are summarized in these recommendations. As such, the recommendations are to be utilized as a guideline for planning and not as a hard and fast committed projects list.

This plan will be vetted through the City and County governing bodies with final action by PCC on Tuesday, July 19, 2016, 12:00 pm, 4th Floor Yellowstone County Courthouse, Commissioners' Board Room

Discussion

President Tunnickliff called for discussion.

****A public hearing for the West End Multi-Modal Traffic Modeling Study will be held during the next Planning Board meeting on May 24, 2016.**

8c. PLAT REVIEW/DISCUSSION. WESTFIELD CONDOS

Dave Green, Planner II, presenting.

President Tunnickliff asked Dave Green to open this agenda item. Dave Green opened with a PowerPoint presentation.

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INTRODUCTION

On April 1, 2016, the Planning Division received an application for review and preliminary approval of a twenty six - unit condominium subdivision on Lots 6 and 7, Block 4, West King Commercial Park Subdivision. The property is located on the west side of Black Hawk Street north of King Avenue West, between South 64th Street West and South 72nd Street West. The property is not within the County zoning jurisdiction and therefore, in accordance with Chapter 8 of the County Subdivision Regulations, this condominium development must be reviewed as a Major Subdivision. The Planning Board will conduct a plat review at this meeting and a public hearing on November 24, 2015.

RECOMMENDATION

Staff recommends that the Planning Board recommend that the Yellowstone County Board of County Commissioners conditionally approve the preliminary plat of the Westfield Warehouses, Amended, and adopt the Findings of Fact as presented in the staff report.

VARIANCE REQUESTED

No variances were requested.

PROPOSED CONDITIONS OF APPROVAL

Pursuant to Section 76-3-608(4), MCA, the following conditions are recommended to reasonably minimize potential adverse impacts identified within the Findings of Fact.

1. To minimize the effects on public health and safety, before final plat approval, the subdivider shall receive approval from the MDEQ / RiverStone Health for the proposed cistern and septic system and storm water management.
2. Minor changes may be made in the SIA and final documents, as requested by the Planning and/or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
3. The final plat shall comply with all requirements of the County Subdivision Regulations, rules, regulations, policies, and resolutions of the Yellowstone County, and the laws and Administrative Rules of the State of Montana.

8d. PLAT REVIEW/DISCUSSION. EMMA JEAN HEIGHTS SUBDIVISION, 3RD FILING. Dave Green, Planner II, presenting.

President Tunnicliff asked Dave Green to open this agenda item. Dave Green opened with a PowerPoint presentation.

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INTRODUCTION

On April 1, 2016, Northern Engineering and Consulting Inc., agent, for Felton Associates, Inc., applicant, applied for preliminary major plat approval for Emma Jean Heights Subdivision, 3rd Filing. The proposed subdivision creates 37 new lots, to be done in two phases, for single-family residential development. This proposal is the third filing of a master planned subdivision that was originally reviewed in 2006. The subject property is generally located on the west side of Bitterroot Drive, south of Wicks Lane in the northeast Billings Heights. The property is zoned Residential-7000 (R-70). The Yellowstone County Board of Planning will review the plat at this meeting and conduct a public hearing on May 24, 2016.

RECOMMENDATION

Staff recommends that the Planning Board recommend conditional approval of the preliminary plat of Emma Jean Heights Subdivision, 3rd Filing to the City Council, and adopt the Findings of Fact as presented in the staff report.

VARIANCES REQUESTED

No variances from the City Subdivision Regulations have been requested.

PROPOSED CONDITIONS OF APPROVAL

Planning staff recommends the following conditions of approval:

1. *To minimize effects on BBWA ditch company access to perform maintenance, before final plat approval, the applicant will coordinate easement locations with the BBWA and show them on the final plat and provide the needed easement documents.*
2. *To minimize effects on BBWA ditch company and to ensure legal use of water, before final plat approval, the applicant will add to the paragraph in the SIA under **Conditions That Run With The Land, E.** ‘residents of Emma Jean Height Subdivision are not allowed to pump water from the BBWA ditch without a permit from the BBWA’.*
3. *To minimize effects on water systems within the subdivision and to ensure proper water distribution and pressure equalization, before final plat approval, the applicant will provide construction drawing to the County Water District of Billings Heights (CWDBH) showing the connection of new water lines in Tania Circle to the new water lines in Jean Avenue to provide a looped water line system going through Tania Circle and Jean Avenue.*
4. *To ensure proper water line installation and to ensure the ability to perform repairs or make connections in the future, before final plat approval, the applicant will provide ‘As Built’ drawings of the existing water lines installed in Emma Jean Heights Subdivision 2nd Filing, both phases 1 and 2, to the CWDBH.*

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5. *To ensure proper sewer line installation and to ensure the ability to perform repairs or make connections in the future, before final plat approval, the applicant with provide ‘As Built’ drawings of the existing sewer lines installed in Emma Jean Heights Subdivision 2nd Filing, both phases 1 and 2, to the City of Billings Engineering Department.*
6. *To ensure safe exit and entry into the subdivision and to meet the requirements of both City of Billings Subdivision Regulations and City of Billings Fire Department Regulations that require 2 ways into and out of a subdivision of this size, before final plat approval, the applicant with remove the gate and fencing that is across Columbine Drive between Emma Jean Heights Subdivision and the subdivision to the south, Shamrock Acreage Tracts to allow full access between the two developments.*
7. *Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.*
8. *The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.*

Discussion

President Tunnicliff called for discussion from the members of the Board.

****A Public Hearing for Emma Jean Heights Subdivision, 3rd Filing will be held during the May 24, 2016 Planning Board Meeting.**

9a. Standing Item. Staff update. Long Range Strategic Issues and an overview of future City and County issues and projects. –

FUTURE AGENDA ITEMS FOR TUESDAY, MAY 24 2016

- Public Hearing. Motion/Recommendation. Rimrocks to Valley Bike/Pedestrian Feasibility Study
- Public Hearing. Motion/Recommendation. Westend Multi-Modal Traffic Modeling Study
- Public Hearing. Motion/Recommendation. West King Subdivision Lots6-7 Block 4.
- Public Hearing. Motion/Recommendation. Emma Jean Heights Subdivision, 3rd Filing

ADJOURNMENT: p.m.

ATTEST: DRAFT. To be approved by a motion on May 24, 2016