



**YELLOWSTONE COUNTY BOARD OF PLANNING**  
**CITY OF BILLINGS AND**  
**YELLOWSTONE COUNTY, MONTANA**



**AGENDA**

July 12, 2016 MEETING TIME: 6:00 p.m.  
1st Floor Large Conference Room, Miller Building  
2825 3rd Avenue North, Billings, Montana 59101

1. **CALL TO ORDER - Planning Board President:** Welcome and Introduction of new and returning Board Members.
2. **APPROVAL OF AGENDA\*** - including any additions or deletions to agenda. The agenda for a regular meeting will be closed at 5:00 p.m. three (3) working days prior to the date of the meeting.
3. **MOTION. MEETING MINUTES:** June 14, 2016; June 28, 2016

**Attachments**

PlnBMinutes\_16\_06\_14\_DRAFT  
PlnBMinutes\_16\_06\_28\_DRAFT

4. **PUBLIC COMMENT PERIOD** – As required (3 minute maximum per person). *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's agenda for discussion.*
  - 4a) **Comments on items not on agenda and requests to add items to future agendas**
  - 4b) **Comments on items on the non-public hearing agenda items**
5. **DISCLOSURE OF CONFLICT OF INTEREST:**
6. **DISCLOSURE OF EX PARTE COMMUNICATION:** Ex Parte Communication Binder is available at the Sign-In and Agenda station.
7. **OLD BUSINESS** (Agenda items that were not discussed or not completed in a previous meeting or items requiring action).

- a. **PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES.** The County Planning Board welcomes public input on matters brought before the Board. To ensure a fair and effective public comment process, we ask that you consider the following guidelines when presenting your comments: Address the Planning Board directly. You must state your name and address before commenting. This is an opportunity to explain how you will be affected by the decision and why that is an important consequence. By state law, the Planning Board must consider only certain criteria when reviewing subdivisions (76-3-608(a), MCA). Please see the attached guidelines for the criterion. Thank you for participating!

- 1. **PUBLIC HEARING/MOTION AND RECOMMENDATION. LOCKWOOD AREA ZONING JURISDICTION AND ZONING EXPANSION.** Candi Millar, Director, Planning & Community Services

**Attachments**

Lockwood Zoning Jurisdiction Amd

- 8. **NEW BUSINESS:** (Agenda items new to this meeting). There is no new business.
- 9. **OTHER BUSINESS:**
  - a. (Standing Item) Staff update. Long Range Strategic Issues and an overview of future City and County issues and projects.
  - b. **ANNOUNCEMENT: RETIREMENT RECOGNITION PARTY FOR CANDI MILLAR, DIRECTOR, PLANNING & COMMUNITY SERVICES DEPT: PLEASE JOIN US TO SHARE IN A TIME OF RECOGNITION FOR CANDI'S YEARS OF SERVICE TO THE COMMUNITY ON THURSDAY, JULY 28, 2016, BILLINGS PUBLIC LIBRARY, COMMUNITY ROOM, 1:00-3:00 PM.**
- 10. **ADJOURNMENT**

**FUTURE AGENDA ITEMS FOR TUESDAY, JULY 26, 2016**

### **Public Hearing Participation Guidelines**

The County Planning Board welcomes public input on matters brought before the Board. To ensure a fair and effective public comment process, we ask that you consider the following guidelines when presenting your comments: **Address the Planning Board directly. You must state your name and address before commenting.** This is an opportunity to explain how you will be affected by the decision and why that is an important consequence.

1. Be informed of the process and the requirements of the Board. If you are commenting about a subdivision, please limit your comments to the review criteria.

**By state law, the Planning Board must consider only certain criteria when reviewing subdivisions (76-3-608(a), MCA). These criteria include:**

- Effect on agriculture and agricultural water user facilities
- Effect on local services
- Effect on the natural environment
- Effect on wildlife and wildlife habitat
- Effect on public health and safety

2. Provide specific information about why you are concerned about the pending application, how the decision will impact the review criteria listed above, and provide suggestions on how to minimize or eliminate the impact.
3. Respect the right of others to participate. Wait until the previous speaker has completed their comments before making your own comments. Do not talk over the person commenting or with other people in attendance.
4. The public hearing is not an opportunity to question or accuse the applicant or their agent. If you have questions of the Board, the applicant or the agent, ask the question directly to the Board during the public hearing portion of the meeting. The Board will respond or request the applicant or agent to respond after the public comment portion of the hearing is closed.
5. After the public comment portion of the hearing is closed, no further comments are allowed unless you are addressed directly by a Board member.
6. You should expect the Board to make a balanced recommendation in accordance with its statutory responsibilities. The Board's ability to make reasonable and thoughtful recommendations is dependent on a fair consideration of everyone's interests.

***Thank you for participating.***

**Planning Board Meeting I (2nd Tuesday)**

**3.**

**Meeting Date:** 07/12/2016

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**Information**

**Subject**

**MOTION. MEETING MINUTES:** June 14, 2016; June 28, 2016

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**Attachments**

PlnBMinutes\_16\_06\_14\_DRAFT

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# CITY/COUNTY PLANNING BOARD

*“Serving Billings, Broadview and Yellowstone County”*

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**June 14, 2016**

*To be approved by a motion on July 12, 2016*

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## **1. Call the Meeting to Order**

President Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, June 14, 2016, in the Miller Building 1<sup>st</sup> Floor conference room, 2825 3<sup>rd</sup> 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, Planning Division Manager, Dave Green, Planner II, Tammy Deines, Planning Clerk

**Others in attendance:** Tobias Liechti, Blueline Engineering; Mac Fogelsong, Sanderson Stewart; Robby Carmody

## **2. Approval of the June 14, 2016 Agenda:** President Tunncliff called for approval of the agenda.

### **Motion**

**Board member Klugman made a motion and Board member Cook seconded the motion to approve the June 14, 2016 agenda. The motion carried with a unanimous voice vote.**

## **3. Approval of the May 24, 2016 meeting minutes.**

### **Motion**

**Board member Cook made a motion and Board member Klugman seconded to approve the May 24, 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.**

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### **8. NEW BUSINESS**

**8a. PLAT REVIEW. Lipp subdivision, 2<sup>nd</sup> filing. Dave Green, Planner II, presenting.** President Tunnicliff asked Dave Green to open this agenda item. Dave Green opened with a PowerPoint presentation.

#### **INTRODUCTION**

On May 2, 2016, the Planning Division received an application for preliminary plat approval for the proposed Lipp Subdivision 2<sup>nd</sup> Filing. The property is generally located south of Lipp Road and west of South 88<sup>th</sup> Street West. The applicant is proposing to create 10 lots for commercial use. The proposed lots range in size from 41.875 acres to 1.488 acres. This parcel of land is outside of zoning and is surrounded by various uses that include commercial, residential and farming. Planning Board will review the plat at this meeting and a conduct a public hearing on June 28, 2016.

#### **RECOMMENDATION**

Staff recommends that the Planning Board recommend that the Yellowstone County Board of County Commissioners conditionally approve the preliminary plat of Lipp Subdivision, 2<sup>nd</sup> Filing and adopt the Findings of Fact and approve the variance as presented in the staff report.

#### **VARIANCE REQUESTED**

The applicant has requested a variance from Section 4.14.C.2. of the Yellowstone County Subdivision Regulations, which outlines the requirement for a 30,000-gallon dry hydrant in a major subdivision.

Staff is recommending approval of the variance request. Further explanation and analysis can be found in Attachment A.

#### **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 the natural environment, prior to final plat approval the applicant will obtain approval from the MDEQ for their proposed cistern and septic system placement. They will also receive approval for the storm water systems from the MDEQ and meet the requirements of Yellowstone County Storm Water Management.
2. To minimize the effects on local services, prior to final plat approval a Rural Special Improvement District (RSID) will be created to provide maintenance of the interior roads of this subdivision.
3. To minimize the effects on the local environment, prior to final plat approval the applicant is required to obtain a weed management plan and a property inspection shall be done by the County Weed Department.

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4. To ensure equitable use of the existing fire suppression systems in the neighborhood, prior to final plat approval the applicant will pay their proportional share of cost of installation of the existing dry hydrant system to the developer that installed the system.
5. 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.
6. 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.

### **Discussion**

President Tunncliff called for discussion from the members of the Board. Member Patrick Klugman asked about the variance and is there any timeline on when the applicant would be required to install a 30,000-gallon dry hydrant system. Staff responded that there is no time limit on when there would be a 30,000-gallon dry hydrant system installed, only when there is more subdividing on the property would trigger the need. Also the Laurel Fire Department is in support of the proposed 10 lots use of the existing 20,000-gallon dry hydrant system in the subdivision to the north. Should the current applicant not do any additional filings and sell the remaining property to another individual the next person to subdivide will be required to install the 30,000-gallon dry hydrant system.

President Tunncliff asked for presentation by the application.

### **Tobias Liechti, Blueline Engineering, 2110 Overland Ave, Suite 119B, Billings, Montana**

Mr. Liechti is the applicant's agent. He added the fact that the developer is open to providing connectivity to the adjacent parcel.

\*\*The public hearing for Lipp Subdivision, 2nd Filing, will be held on June, 28, 2016 and will be heard by the BOCC on July 12, 2016.

## **9. OTHER BUSINESS**

**9a. DISCUSSION. PRE-PRESENTATION. “BILLINSBEYOND” 2016 GROWTH POLICY. Candi Millar, Director, Planning & Community Services Department, presenting.**

President Tunncliff asked Candi Millar to open this agenda item.

### **INTRODUCTION**

The Growth Policy applies only to the City of Billings and those parcels annexed to the City of Billings. Therefore this document will be moved for City Council approval.

There were 60 public meetings, and 1200 public comments were received.

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A. Seven categories are the essence of the goals for this policy: Essential Investments, (relating public and private expenditures to public values); Place Making, (enhance, maintain, preserve, and improve existing public places); Community Fabric, (attractive, aesthetically pleasing, uniquely Billings); Strong Neighborhoods, (livable, safe, sociable, and resilient neighborhoods); Home Base (healthy, safe and diverse housing options); Mobility and Access (transportation choices in places where goods and services are accessible to all); Prosperity, (promoting equal opportunity and economic advancement)

### **B. Growth Policy Statement**

This is not a prescriptive plan. Instead, it forwards recommendations for growth to be used as a guiding document. Performance measures are included for each goal. Unique to this growth policy is a process called Scenario Planning to create cost indicators for cost effective growth. The patterns indicate the most cost effective growth should occur within the City or within the limits of annexation. The 1.5% growth rate was used for calculations.

### **City of Billings Growth Policy Statement**

**In the next 20 years, Billings will manage its growth by encouraging development within and adjacent to the existing City limits, but preference will be given to areas where City infrastructure exists or can be extended within a fiscally constrained budget and with consideration given to increased tax revenue from development. The City will prosper with strong neighborhoods with their own unique character that are clean, safe, and provide a choice of housing and transportation options.**

C. **Growth Guidelines:** Candi Millar asked the Board to review the City of Billings Growth Guidelines below. A draft document will be available next week. The Board will hold a public hearing during the June 28, 2016 and forward a recommendation to City Council.

**Essential Investments** (relating public and private expenditures to public values)

- The safety of all users and the connectivity of the transportation system are important criteria to consider in roadway designs and transportation plans
- Public transit and commercial air service are critical to ensure access to and around the City
- Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings

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- Developed parks that provide recreation, special amenities (community gardens, dog parks, viewing areas), and active living opportunities are desirable for an attractive and healthy community
- Natural landscapes are important because they define the uniqueness of Billings and help protect the environment
- Landscaping of public rights-of-way and entryways makes Billings more visually appealing to residents and visitors
- Public health and safety and emergency service response are critical to the well-being of Billings’ residents, businesses, and visitors
- Infill development and development near existing City infrastructure is most cost effective
- Accessible, friendly and cost-effective government are important public values
- The history and heritage of Billings are cornerstones of our community
- Neighborhoods that are safe and attractive and provide essential services are much desired
- Infrastructure and service investments that stabilize or improve property values, secure future utility costs, consider maintenance costs, and improve our environmental quality far into the future (ie energy efficiency and renewable energy) are desirable.
- It is important to factor in maintenance costs when programming public spaces and infrastructure
- Integrated, long range water planning that better utilizes existing resources and treatment options, and when necessary acquires new ones, is vital. Water conservation can assist in mitigating the need for expansion
- Regulatory compliant water and wastewater treatment plants that provide sufficient capacity will help sustain community growth
- A supportive school system that inspires, motivates, and prepares students for meaningful employment is important for ensuring a high quality, competitive community
- A cost/benefit study is important to make cost effective land use decisions

### **Place Making** (Enhance, maintain, preserve, and improve existing public places)

- A multi-use community recreation facility is desirable
- Enhancement and maintenance of public spaces and buildings through City stewardship is integral to a vibrant community
- Park master plans and transportation plans are important to facilitate the preservation and improved public access to the Yellowstone River and the Rims
- Public and private partnerships are valuable for creating enhanced entryways into Billings

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- The preservation of prime agricultural farmland through public programs and/or public/private partnerships will help sustain agriculture and locally grown food
- The history and heritage of Billings are cornerstones of our community
- Natural landscapes are important because they define the uniqueness of Billings and help protect the environment and beautify neighborhoods
- Encouraging the installation of art in public spaces enhances the places and showcases the talents and diversity of the community
- Enhancing public buildings and spaces to be more efficient in their uses of energy, money, and space is important to having a vibrant and livable City
- Improve the aesthetic appearance of the city entryways and streetscapes in order to complement the Yellowstone Valley’s natural beauty

### **Community Fabric** (attractive, aesthetically pleasing, uniquely Billings)

- Developed landscape areas in commercial areas encourage more pedestrian activity and vibrant commercial activity
- Attractive streetscapes provide a pleasant and calming travel experience in urban and suburban neighborhoods
- Outdoor public spaces provide casual and relaxing gathering areas for people
- Planning and construction of interconnected sidewalks and trails are important to the livability of Billings
- Developed parks that provide recreation, special amenities, and active living opportunities are desirable for an attractive and healthy community
- Natural landscapes and parks are important because they define the uniqueness of Billings and help protect the environment
- Landscaping of public rights-of-way and entryways makes Billings more visually appealing to residents and visitors

### **Strong Neighborhoods** (livable, safe, sociable and resilient neighborhoods)

- Zoning regulations that allow a mixture of housing types support diverse neighborhoods
- Walkable neighborhoods that permit convenient destinations such as neighborhood services, open space, parks, schools and public gathering spaces foster health, good will and social interaction
- Safe and livable neighborhoods can be achieved through subdivision design that focuses on complete streets, pedestrian-scale street lights, street trees and walkable access to public spaces
- Neighborhoods that are safe and attractive and provide essential services are much desired
- Zoning and subdivision regulations that utilize Crime Prevention Through Environmental Design (CPTED) strategies result in safer neighborhoods

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- Implementation of the Infill Policy is important to encourage development of underutilized properties
- Public safety and emergency service response are critical to the well-being of Billings’ residents and businesses

### **Home Base** (healthy, safe and diverse housing options)

- A mix of housing types that meet the needs of a diverse population is important
- Implementation of the Infill Policy is important to encourage development of underutilized properties
- The Housing Needs Assessment is an important tool to ensure Billings recognizes and meets the demands of future development
- Common to all types of housing choices is the desire to live in surroundings that are affordable, healthy and safe
- Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings
- Public safety and emergency service response are critical to the well-being of Billings’ residents
- Homes that are safe and sound support a healthy community
- Accessory Dwellings provide an important type of affordable housing options
- Energy efficient housing can reduce energy consumption

### **Mobility and Access** (transportation choices in places where goods and services are accessible to all)

- Connecting people to places with transportation choices is vital to the well-being of Billings’ residents, businesses and visitors
- Safe and accessible transportation systems benefit everyone’s quality of life
- Transit routes to popular destinations and extended route hours are much desired
- Development oriented to transit routes will provide more transportation choices and is preferred
- “Safe Routes to Schools” promotes physical health and reduces vehicle trips, earning parents more time and less costs for transportation
- Planning and construction of interconnected sidewalks and trails are important to the economy and livability of Billings
- On-street bike facilities promote predictability for all users
- Expanded air service ensures that Billings remains a competitive and an accessible destination
- Technology can reduce congestion and facilitate emergency vehicle travel at railroad crossings

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### **Prosperity** (promoting equal opportunity and economic advancement)

- Predictable, equitable City taxes and assessments are important to Billings’ taxpayers
- A diversity of available jobs can ensure a strong Billings’ economy
- Successful businesses that balance living wages with economic growth benefit the community
- Community investments that attract and retain a strong, skilled and diverse workforce also attracts businesses
- Retaining and supporting existing businesses helps sustain a healthy economy
- Continued workforce training benefits the community and helps attract and retain businesses
- Strategically placed industrial parks will encourage a more diverse city economy, reduce pollutants and preserve air quality

### **Discussion**

President Tunnicliff thanked Director Millar and Planning Division staff for the many hours of work put into this document and commended her for a job well done. Board member Goodrich asked for examples of Infrastructure and service investments that stabilize or improve property values. Candi Millar commented on the essential investment statement and said consideration is needed on prioritization of expenditures. She said this policy brings to light public values for consideration. Board member Goodrich asked about other City Departments’ commitment to this policy. Candi Millar said the policy was vetted through the departments. She commented on some of the initial concerns and said they are comfortable with the non-prescriptive language in the plan. She stated no negative responses were received from internal departments.

Mac Fogelsong, Sanderson Stewart,-asked if there is time to massage the document language if there are areas that didn't become immediately apparent. Candi Millar explained that the growth scenarios may be used to make changes to the annexation policy. Additional comments will be taken at the next public hearing.

Board member Saldivar asked if this is policy is similar to a strategic plan. Candi Millar said the scenarios are embodied in the guidelines but this policy does not have action items. This growth policy will be used as a reference tool for subdivision review.

\*\*The “BILLINGSBEYOND” Growth Policy public hearing will be held during the next Planning Board meeting on July 12, 2016/

### **8. OTHER BUSINESS**

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### **8a. Standing Item. Staff update. Long Range Strategic Issues and an overview of future City and County issues and projects. –**

The next Planning Board meeting will be held on July 12, 2106.

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**ADJOURNMENT: 8:00 p.m.**

**FUTURE AGENDA ITEMS:**

- A. PUBLIC HEARING. MOTION/RECOMMENDATION TO BOCC. LIPP SUBDIVISION, 2<sup>ND</sup> FILING.** Dave Green, Planner II presenting.
  
- B. PUBLIC HEARING. MOTION/RECOMMENDATION TO CITY COUNCIL. “BILLINGSBEYOND” 2016 GROWTH POLICY,** Candi Millar, Director, Planning & Community Services, presenting.

**ATTEST: DRAFT. To be approved by a motion on July 12, 2016**



# CITY/COUNTY PLANNING BOARD

*“Serving Billings, Broadview and Yellowstone County”*

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**June 28, 2016**

*To be approved by a motion on July 12, 2016*

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## **1. Call the Meeting to Order**

President Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, June 28, 2016, in the Miller Building 1<sup>st</sup> Floor conference room, 2825 3<sup>rd</sup> 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, Planning Division Manager, Dave Green, Planner II, Tammy Deines, Planning Clerk

President Tunncliff welcomed new Board member La Verne Bass, who will serve as Planning Board representative for City Ward III.

**Others in attendance:** Gordon Bean, Joseph Lafountain, Marshall Phil, Blueline Engineering; Carol Wardell, Jeff Sheridan; Ethan Kanning; Carl Gutierrez; Katy Easton; Dianne Lehm, BSEDA; Terry Seiffert; Nicholas McDowell; Bruce Lackman; Connie Wardell; Anya Fiechtl, High Plains Architects; Mic Smith

- 2. Approval of the June 28, 2016 Agenda:** President Tunncliff called for approval of the agenda.

### **Motion**

**Board member Cook made a motion and Board member Klugman seconded the motion to approve the June 28, 2016 agenda. The motion carried with a unanimous voice vote.**

- 3. Approval of the June 14, 2016 meeting minutes.** This action is delayed until the July 12, 2016 meeting.

- 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.

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### **7. OLD BUSINESS**

**7a1. PUBLIC HEARING. Lipp Subdivision, 2<sup>nd</sup> filing. Dave Green, Planner II, presenting.** President Tunnicliff asked Dave Green to open this agenda item. Dave Green opened with a PowerPoint presentation.

### **INTRODUCTION**

On May 2, 2016, the Planning Division received an application for preliminary plat approval for the proposed Lipp Subdivision 2<sup>nd</sup> Filing. The property is generally located south of Lipp Road and west of South 88<sup>th</sup> Street West. The applicant is proposing to create 10 lots for commercial use. The proposed lots range in size from 41.875 acres to 1.488 acres. This parcel of land is outside of zoning and is surrounded by various uses that include commercial, residential and farming. The Board of County Commissioners will act on the proposal on July 12, 2016.

### **RECOMMENDATION**

Staff recommends that the Planning Board recommend that the Yellowstone County Board of County Commissioners conditionally approve the preliminary plat of Lipp Subdivision, 2<sup>nd</sup> Filing and adopt the Findings of Fact and approve the variance as presented in the staff report.

### **VARIANCE REQUESTED**

The applicant has requested a variance from Section 4.14.C.2. of the Yellowstone County Subdivision Regulations, which outlines the requirement for a 30,000-gallon dry hydrant in a major subdivision. Staff is recommending approval of the variance request.

### **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 the natural environment, prior to final plat approval the applicant will obtain approval from the MDEQ for their proposed cistern and septic system placement. They will also receive approval for the storm water systems from the MDEQ and meet the requirements of Yellowstone County Storm Water Management.
2. To minimize the effects on local services, prior to final plat approval a Rural Special Improvement District (RSID) will be created to provide maintenance of the interior roads of this subdivision.
3. To minimize the effects on the local environment, prior to final plat approval the applicant is required to obtain a weed management plan and a property inspection shall be done by the County Weed Department.
4. To ensure equitable use of the existing fire suppression systems in the neighborhood, prior to final plat approval the applicant will pay their proportional

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share of cost of installation of the existing dry hydrant system to the developer that installed the system.

5. 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.
6. 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.

### **Discussion**

President Tunncliff called for discussion from the members of the Board. In response to a question by Board member Goodrich, Dave Green explained additional subdividing will trigger the need for installation of 30,000-gallon dry hydrant system. The Laurel Fire Department is in support of the proposed 10 lots use of the existing 20,000-gallon dry hydrant system in the subdivision to the north. This language is included in the SIA.

President Tunncliff asked for presentation by the application.

### **Marshall Phil, Blueline Engineering, 2110 Overland Ave, Suite 119B, Billings, Montana**

Mr. Phil is representing Jerry Brey, applicant. Marshal Phil stood to answer any questions about the proposed subdivision. He was asked a couple of questions by Board members. One question was about the cost of installing a dry hydrant system. Mr. Phil stated he didn't know for certain what the cost is but believed it would be at least 1 dollar per gallon of capacity, or greater. Another question was asked about proposed uses in the commercial condominiums that are planned. Mr. Phil stated the intent was for contractors to store equipment or for 'man caves' should someone just need a space for their personal items.

### **Public Hearing**

President Tunncliff opened the public hearing and asked if there was anyone wanting to speak in favor or against Lipp Subdivision, 2<sup>nd</sup> Filing.

### **Carl Gutierrez, 104 N Broadway, Billings, MT**

Mr. Gutierrez asked for clarification on the roadways depicted on the plat map and it was given by Dave Green.

President Tunncliff asked if there was anyone else wanting to speak in favor of Lipp Subdivision, 2<sup>nd</sup> Filing. There was none. President Tunncliff closed the public hearing at 6:16 p.m. and called for a motion.

### **Motion**

**Board member Boucher made a motion and Board member Goodrich seconded the motion for the Planning Board to recommend that the Yellowstone County Board of**

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**County Commissioners conditionally approve the preliminary plat of Lipp Subdivision, 2<sup>nd</sup> Filing and adopt the Findings of Fact.**

### **Motion**

**Board member Goodrich made a motion and it was seconded by Board member Cook to support approval of the requested variance from Section 4.14.C.2. of the Yellowstone County Subdivision Regulations, which outlines the requirement for a 30,000-gallon dry hydrant in a major subdivision.**

**Discussion:** There was none.

President Tunncliff called for a vote on the original motion.  
**The motion carried with a unanimous voice vote.**

President Tunncliff called for a vote on the requested variance.  
**The motion carried with a unanimous voice vote.**

### **7a2. PUBLIC HEARING. MOTION/RECOMMENDATION “BILLINGSBEYOND” 2016 GROWTH POLICY. Candi Millar, Director, Planning & Community Services Department, presenting.**

President Tunncliff asked Candi Millar to open this agenda item. Ms. Millar explained this public hearing is required by state law. The Planning Board will forward a recommendation by resolution. She continued and reviewed the PowerPoint presentation that was given at the June 14, 2016 Planning Board Meeting.

### **Discussion**

President Tunncliff called for questions and discussion from the members of the Board. Board member Goodrich asked about the projected 50,000 population growth over the next 20 years. Candi Millar said the projections are based on trends of the last 25 years, averaging about 1.5% per year growth rate.

President Tunncliff thanked Ms. Millar for the opportunities for public engagement. Ms. Millar said a copy of the comments received from the different groups will be included in the document. She stated for the most part, there was a lot of consistency in the input given and the consistent trends that emerged. There were 65 public meetings. An acknowledgment will be included in the Growth Policy to recognize the members of the Planning Board and the Steering Committee.

### **Public Hearing**

President Tunncliff opened the public hearing at 6:50 p.m. and asked if there was anyone wishing to speak in favor of the 2016 “BILLINGS BEYOND” Growth Policy.

## CITY/COUNTY PLANNING BOARD

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### A. **Connie Wardell, 514 64th Street West, Billings, MT**

Ms. Wardell is a member of the Growth Policy Steering Committee. She commented that this process has been one of the best in terms of reaching out to the public and getting feedback. The information gathered was compiled by Staff and forwarded to the Steering Committee. Ms. Wardell said Feels this growth policy is the best done in twenty years.

She suggested the following:

- A. She voiced concerns with the potential for the water treatment plant operating over capacity, and stressed the necessity of providing water and dealing with wastewater treatment. She stated the need to deal more with the Public Works Department and said they may not have been aware of this as a Steering Committee.
- B. Ms. Wardell stated Billings is as a population financially conservative but wants the best plan available. She stated the importance of considering deferred maintenance costs when the developer does making presentations of new proposals, as new construction but replacement is done at the City's expense. She commented on the need for a true cost benefit analysis and said we should know when going into a project whether it will be a negative or positive return. Ms. Wardell suggested adding language and a bullet to the section, **Essential Investments** (relating public and private expenditures to public values)”.  
**Investments** (relating public and private expenditures to public values)”.
- C. Add to the section, “**Prosperity** (promoting equal opportunity and economic advancement)”, add a phrase, Predictable, equitable City taxes and assessments are important to Billings’ taxpayers.
- D. Address the mention of carbon emissions monitoring in the “**Strategic Investments” Performance Indicators**, as carbon is not a major problem.
- E. Page 1-Add a phrase ...future maintenance costs must be presented when the projects are presented.

Candi Millar concurred with Ms. Wardell as to the suggested changes to the guidelines under the Prosperity section, along with a bullet point in maintenance costs, and a notation a cost benefit study is important to make decisions.

### **Motion**

**Board member Goodrich made a motion and Board member Boucher seconded the motion to recommend adoption of the 2016 City of Billings “BILLINGS BEYOND” Growth Policy to City Council as presented by staff with the suggested changes forwarded at today’s meeting per Resolution #16-02.**

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The motion carried with a unanimous voice vote.

## 8. NEW BUSINESS

### 8a. DISCUSSION. LOCKWOOD AREA ZONING JURISDICTION EXPANSION.

Candi Millar, Director, Planning & Community Services Department

#### RESOLUTION 16-02

**RESOLUTION RECOMMENDING ADOPTION OF THE 2016 CITY OF BILLINGS GROWTH POLICY – "BILLINGSBEYOND – A GROWTH POLICY FOR BILLINGS" TO THE BILLINGS CITY COUNCIL AT ITS REGULAR BUSINESS MEETING ON JULY 11, 2016.**

WHEREAS, the Yellowstone County Board of Planning desires the Billings City Council to adopt the 2016 City of Billings Growth Policy – "BillingsBeyond – A Growth Policy for Billings"; and

WHEREAS, on the 28th day of June, 2016, a public hearing was held by the Yellowstone County Board of Planning for the purpose of receiving public comments on the proposed City of Billings Growth Policy; and

WHEREAS, pursuant to Montana Codes Annotated Section 76-1-601, the Yellowstone County Board of Planning may prepare and propose a Growth Policy for any part of its entire jurisdictional area; and

WHEREAS, pursuant to Montana Codes Annotated Section 76-1-603, the Yellowstone County Board of Planning must recommend, by resolution, the proposed Growth Policy and any proposed ordinances and resolutions for implementing to the governing bodies;

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT THE YELLOWSTONE COUNTY BOARD OF PLANNING recommends the Billings City Council adopt the proposed 2016 City of Billings Growth Policy – "BillingsBeyond – A Growth Policy for Billings".

DONE BY ORDER of the Yellowstone County Board of Planning this 28<sup>th</sup> day of June, 2016.

YELLOWSTONE COUNTY BOARD OF PLANNING

  
Darell Tunnicliff, President

ATTEST:

  
Candi Millar, Executive Secretary

## **CITY/COUNTY PLANNING BOARD**

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Ms. Millar stated that Diane Lehm, Director, Community Development, BSEDA, has contracted with Sanderson Stewart to create a comprehensive development plan for a Targeted Economic Development District, (TEDD), for Lockwood. As part of the contract the future boundaries of the TEDD have to be considered and make them conform to the Regulations and Statutes that authorize the development of the TEDD. The properties within the TEDD have to conform to the Lockwood Growth Policy. The properties may be included in the TEDD and zoned with agricultural purposes with the idea of zoning for commercial uses in the future. There are seven properties that have opted to be zoned which are currently outside the zoning jurisdiction. The zoning boundary must be expanded to achieve this. The BOCC created a resolution of intent requesting the Planning Board hold a public hearing to consider expansion of the county zoning jurisdiction. The BOCC will take in comments for the next 30 days and hold their public hearing on August 23, 2016.

### **Dianne Lehm, BSEDA, 222 North 32nd St. Suite 200. Billings, Montana**

Ms. Lehm referred to “Exhibit A”, Yellowstone County Zoning Jurisdiction Amendment Petition, which was included in the packets. She stated there are seven property owners with roughly 23 parcels forwarding this request. This Board will hold a public hearing on July 12, 2016.

### **Discussion**

President Tunncliff called for questions and discussion from the members of the Board. In response to a question by Board member Goodrich, Diane Lehm said the boundary adjustment will only be around the requested properties. In Yellowstone County the property owner must forward the request to the BOCC in order for the Commissioners to consider changing the boundaries. She said there were some concerns from family members that were not ready to make changes with their property at this time. Several properties were involved in a trust with multiple ownerships.

Board member Boucher asked if the property owners in the proposed TEDD but not zoned will be able to participate. An explanation was given that the TEDD boundary will follow the zoned properties, and property owners not participating in this request will have to go through the process as in individual at a future date.

## **CITY/COUNTY PLANNING BOARD**

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### **9. OTHER BUSINESS**

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

Announcement. Public Meeting: Billings Area Bicycle and Pedestrian Master Plan, Thursday, June 30, 2016, Billings Library Community Room.

**ADJOURNMENT: 8:30 p.m.**

**FUTURE AGENDA ITEMS: JULY 12, 2016**

**PUBLIC HEARING. LOCKWOOD AREA ZONING JURISDICTION**

**EXPANSION.** Candi Millar, Director, Planning & Community Services Department

**ATTEST: DRAFT. To be approved by a motion on July 12, 2016**

**Planning Board Meeting I (2nd Tuesday)**

**7. a. 1.**

**Meeting Date:** 07/12/2016

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**Information**

**Subject**

**PUBLIC HEARING/MOTION AND RECOMMENDATION. LOCKWOOD AREA ZONING JURISDICTION AND ZONING EXPANSION.** Candi Millar, Director, Planning & Community Services

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**Attachments**

Lockwood Zoning Jurisdiction Amd

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# EXHIBIT A YELLOWSTONE COUNTY ZONING JURISDICTION AMENDMENT PETITION

