



City Council
210 N 27th Street
Billings, MT 59103

We are seeking a parking variance due to the fact that there is no on-site parking available for residents of 1333 N 27th Street, Billings, MT 59101. We feel this will not be an issue to the tenants due to the fact that we are creating micro housing with on-site laundry, and storage for a bicycle. We feel micro housing is an exceptional use for this particular building and location. The building is located directly across the street from MSU Billings and St Vincent Hospital. It creates affordable housing for the MSU students and hospital employees giving them affordable rents, and the ability to walk to school or work. Cost per month to live on the MSU campus is \$681.25, average cost to live at 1333 N 27th is \$500 per month. This is a savings of \$181.25 per month for the student. Hospital employees are forced to rent housing around the hospital at a much larger cost than we are offering, forcing them to get multiple tenants to share the burden, or move away from the hospital and commute to work. We can provide them with affordable single unit housing at a fraction of the cost in a modern setting with all new structure. The tenants can enjoy a short walk or bike to work, school, and all that downtown Billings has to offer. The current existing structure is an office building that has set vacant for the past ten years. This creates no tax base for the city, along with a fire hazard as it sits empty. If the building were to be brought up to code and rented out as an office building, the tenants would fill the residential streets with unwanted cars throughout surrounding neighborhoods. We feel we have a great solution that solves many of these issues.

In summary: We are very excited to offer a product that would bring the building up to code, add all new space for the tenants to live, add handicap access, create a tax base for the city, and provide affordable housing to students, hospital employees, and people that enjoy working and living in downtown Billings that can walk or bike to work.

The following information describes parking available around the property for MSU Billings students/faculty, and St Vincent Healthcare employees.

MSU Billings

MSU Billings is located directly across the street from 1333 N. 27th Street. Overnight parking is available on the MSU Billings campus for students with a parking permit. The cost associated

with this permit is \$100 annually. There is a 4-story covered parking garage across the street from the building we are requesting a parking variance for (please see overhead map).

St. Vincent Healthcare

St Vincent Healthcare is located 1 block south of 1333 N. 27th Street. Hospital employees are permitted to park during the day and overnight anywhere on hospital grounds except for parking lot R located next to the Emergency room of the hospital (please see overhead map).

Mountain View Blvd.

There are 20-25 unrestricted parking spaces across the canal directly north of 1333 N. 27th Street on Mountain View Blvd (please see overhead map). Tenant parking would not affect a residential neighborhood as there are no residences on this street.

Thank you for your time, and please feel free to call with any questions.

Thanks,

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DAY & OVERNIGHT PARKING IS PERMITTED TO STUDENTS WITH A PARKING PERMIT.

MONTANA STATE UNIVERSITY BILLINGS
ABBREVIATED PARKING REGULATIONS & CAMPUS MAPS
 Revised August 2016



The Board of Regents of Higher Education by authority of the Montana State Legislature has authorized MSU Billings to assess fees for all on-campus parking and to assess fines for violating published parking regulations.

VEHICLE PERMIT FEES

1. Annual Permit (fall, spring, summer).....	\$100
2. Academic Permit (fall, spring).....	\$85
3. Semester Permit.....	\$50
4. Summer Permit (May-August).....	\$32
5. Motorcycle Permit (annual).....	\$18
6. Pay'n/Display Permit (visitor).....	\$1.00 per hour
7. Weekly Permit.....	\$5
8. Monthly Permit.....	\$20
9. Reserved Permit (annual only).....	\$175

CITATIONS AND FINES

1. Failure to register vehicle or display valid permit.....	\$20
2. Parking in designated No Parking Zone.....	\$20
3. Parking in Loading Zones over 15 minutes or without emergency flashers on.....	\$20
4. Parking in non-designated areas such as lawns or sidewalks.....	\$20
5. Expired permit.....	\$20
6. Unauthorized parking in Disabled space.....	\$100
7. Parking in the wrong lot.....	\$20
8. Improper display of permit.....	\$20
9. False permit/false use of permit.....	\$20
10. Failure to resolve a fine within seven calendar days (late fee).....	\$5
11. Improper parking of any vehicle.....	\$20
12. Unauthorized parking in Reserved or Shop Vehicles Only spaces and/or immediate tow plus expenses.....	\$20
13. Other violations.....	\$20

PARKING "QUICK TIPS"

For the complete regulations, visit www.msu.edu/parking.

- A.** The owner/operator of any vehicle is responsible for that vehicle while it is on campus. MSU Billings assumes no responsibility for any vehicle, its contents or occupants, while operated or parked on campus. Please lock your vehicle. *Do not leave children or pets unattended in your vehicle.*
- B.** In addition to MSU Billings regulations, Montana laws and Billings city ordinances are enforced on all University properties. Compliance is expected of every vehicle owner/operator driving or parking on campus property.
- C.** Almost all vehicle registration, permit purchases, fines and appeals may be managed on-line in the MyInfo/Parking Services tab, or at www.msubillings.edu/parkinginfo.htm. Exceptions include certain permits, and citations to be paid after 45 days or appealed after 7 days. Please refer to complete regulations for details.
- D.** All vehicles parked on University property must display a current MSU Billings parking permit between 8:00 am and 7:00 pm Monday - Thursday and from 8:00 am to 5:00 pm on Friday during fall and spring semesters, and between 8:00 am and 5:00 pm Monday - Friday during summer sessions. This includes state, motor, pool and rental vehicles.
- E.** All campus parking is designated by signs indicating faculty/staff, reserved, student, disabled and visitor areas. Please observe posted restrictions.
- F.** Faculty/staff permit holders may park in student areas, but students may not park in faculty/staff areas between 8:00 am and 4:00 pm Monday - Friday.
- G.** Visitor lots are for visitors and require a visitor permit. First select desired time on the Pay'n/Display unit, then insert the amount indicated. Visitor permits are valid only in lots designated on the permit, including the Parking Garage. Faculty/staff and student permits are not valid in designated Visitor areas.
- H.** Loading zones, indicated by signs and/or white curbs, are for loading and unloading, not to exceed 15 minutes. **Emergency flashers must be ON while parked in any loading zone.**
- I.** ATVs are to park in regular vehicle spaces, not motorcycle areas. Motorcycles and motorcycles must park in areas designated. Only motorcycles and motorbikes may be parked in these areas.
- J.** All parked vehicles must be within the confines of the painted parking space boundaries. Oversized vehicles may be ticketed if parked in a way deemed to be a safety issue, such as obstructing a driving lane or sidewalk. Please do not back in.
- K.** Pedestrians shall be given right of way at all times. The campus speed limit is 15 miles per hour. The speed limit is 5 miles per hour within the Parking Garage, which has speed bumps. Speeding on University property is prohibited.
- L.** Reserved spaces are reserved 24-hours a day, seven days a week, year-round. Upon space-holder's request, violators may be towed without notice and at their own expense.

- M.** Only student family housing residents may park in the Family Housing lot. A family housing permit is required.
- N.** ADA accessible parking is available in sign-designated spaces. An ADA parking permit or license plate issued by state government is required in addition to a University-issued permit to park in these spaces.
- O.** Students, faculty and staff who become temporarily physically disabled may make arrangements for parking at the UPP office.
- P.** Driving a motor vehicle on University property other than on authorized roads, driveways and parking areas is prohibited. Violators may be cited and/or prosecuted in city or county court.
- Q.** Parking is not allowed in driveways, in crosswalks or areas designated "No Parking," including "Shop Vehicles Only," and Reserved spaces, painted crosshatching or yellow curbs. Parking on lawns, sidewalks or other non-designated areas is prohibited. There is 24-hour tow-away enforcement of these zones and spaces.

VEHICLE REGISTRATION

All vehicles brought to campus must be registered with University Police & Parking. The person in whose name a vehicle and/or permit is registered shall be responsible for all violations recorded against that permit and/or vehicle while on campus. As soon as possible, please update the following on-line:

- a. Change of license plate
- b. Change of address
- c. Vehicle destruction or abandonment
- d. Sale or transfer of a vehicle

PERMITS, PURCHASE AND REPLACEMENT

1. All MSUB parking permits remain the property of the University and may not be transferred, exchanged, resold, duplicated or altered in any manner. To do so may result in disciplinary action for fraud and theft of services. No MSUB department may issue parking permits, except as expressly authorized by Parking.
2. It is forbidden to create and/or use a false permit, or to use an MSUB parking permit that has been reported lost or stolen. Disciplinary action for fraud and theft of services may be taken.
3. Most permits may be purchased on-line. However, not all permits are available on-line; not all on-line purchases are available at UPP. Obsolete permits (Reserved, Family/Housing) are only available at UPP. Obsolete notices regarding mailing deadlines for on-line permit purchases.
4. Hang-tag permits must hang from the inside rear view mirror, facing out. Self-sticking permits must be affixed to the lower inside of the front window on the driver's side. Pay'n/Display permits must be placed face-up on the vehicle's dashboard. Motorcycle and ATV permits must be attached to a front fork or the rear fender. All permits must be clearly visible.

5. Persons who have registered their vehicles but must use a substitute vehicle may purchase a Pay'n/Display permit in one of the Visitor lots and park in the Parking Garage.
6. Anyone may purchase visitor permits using the Pay'n/Display stations located on the east side of Cisel Hall (facing N. 27th St.), in the visitor parking areas south of McVullen Hall, along the east side of the Peaks to Plains Park, and in the South lot at City College. Stations accept coins and dollar bills, but make NO change. Visitor permits are also valid in the Parking Garage.
7. Reserved permits are available only to current classified employees and contracted services personnel. Reserved permits may be transferred between holder's vehicles; however, permit holder's name is not transferable. Reserved permits must be displayed in holder's vehicle at all times while parking on campus.
8. Lost, destroyed or stolen permits must be reported immediately and a loss/theft report must be completed at UPP. Falsely claiming loss or theft is considered fraud and is punishable according to the Student Code of Conduct.
9. MSU Billings assumes no responsibility for loss or theft. UPP is under no obligation to provide free replacement of lost or stolen permits. Replacement cost may be prorated on a semester basis only. Contact UPP during business hours.
10. Permit must be displayed in vehicle to prevent citation(s) for no permit displayed. However, for mailed permits, a valid receipt for purchase of a permit may be displayed on the dashboard for ten days from date of purchase. Parking is not responsible for permits lost or missing in the mail. Contact UPP if permit does not arrive within seven days. Citations issued for failure to display a valid permit beyond this timeframe may be referred to appeal.
11. The purchase of parking permits for privately owned vehicles shall be paid from personal funds. The use of any institutional funding source to pay for private parking permits is unauthorized and against university policy. The purchase of employee parking permits must be made by cash, personal check, personal debit/credit card or by payroll deduction. The payroll deduction option is available only to classified employees. Once initiated, a person's payroll deduction may not be altered, only cancelled. Any upgrade must be paid for in full by cash, check or debit/credit card.
13. Upon leaving University employment, any unpaid payroll deductions on unreturned permits will be due immediately.

CITATIONS AND PAYMENT OF FINES

1. Parking is under no obligation to waive any citation properly issued for a violation of MSUB parking regulations. Any disputed citation may be referred to the appeals process, which culminates with the TAB.
2. Citations issued for No Permit/Displayed violations will not be considered for dismissal after the week classes begin.
3. The placement of parking citations is considered proper notification of any violations. Vehicle owner/operators who receive three or more violations and do not promptly resolve those tickets may be deemed a habitual offender and may be towed at any time without additional warning. All fines, towing and impound charges must be paid before the vehicle is released.

(continued)

4. Failure to resolve citations within seven days may result in the University withholding the amount of unpaid fines from any amount owed to any student or employee of the University.

5. Students who have unpaid fines are not permitted to register, receive transcripts, grades or diplomas.

6. Fines less than 7 days old may be paid on-line at www.msubillings.edu/police/parkinginfo.htm or through the ParkingServices tab (go to MyInfo, enter your SecureArea). Payment may also be made in person at the UPP (debit/credit, check/cash, cannot make change for \$50s or \$100s).

7. Affiliate/ fines older than 7 days may have been transferred out of the University's parking database and into the University's Banner system. These fines are no longer available for payment at UPP, but may be paid either through the MyInfo Banner link-in from the ParkingServices tab) or in person at Business Services in McMillen Hall.

8. Unaffiliated (guest) fines older than 45 days remain available for payment on-line or at UPP.

9. Parking citations for vehicles having no permit are issued during hours specified in the on-line regulations. Citations for vehicles parked in violation of regulations or for hazardous parking are issued upon detection, not to exceed six in one 24-hour period.

10. The payment of parking citations shall be paid from personal funds. The use of any institutional funding source to pay for citations issued to individuals is unauthorized and against university policy. Payment may be made by cash, personal check or personal debit/credit card.

Hourly Pay'n'Display Permit Dispensers \$1.00/hr. (Coins or bills accepted, dispensers make NO change.)



APPEALS & REFUNDS

1. Ignorance of the regulations will not be considered in appeals. A lost ticket, a lost or stolen permit, forgetfulness, parking for only a short period, failure to display permit, and/or not seeing posted signs are not acceptable grounds for appeal.

2. Persons wishing to appeal citations **must initiate the appeal on-line within seven days.** Failure to do so may result in an automatic denial of the appeal. Any request for dismissal may be referred to the Ticket Appeals Board. (Information regarding the appeals process is detailed on the back of citations and also on-line, along with information regarding the "TAB") A person's department and ticket history, including any outstanding fines, may affect the request.

3. Citations may not be appealed by any third party. The driver/owner of any vehicle parked on university property shall be responsible for any violation recorded against that vehicle.

4. Any request for a permit refund must be made at the UPP office. The permit or proof that it was destroyed must accompany any refund request. Refunds will be less any financial obligation to the University.

5. Because of the pre-tax advantage of payroll deduction, the refund of any paid amount is unauthorized and against university policy.

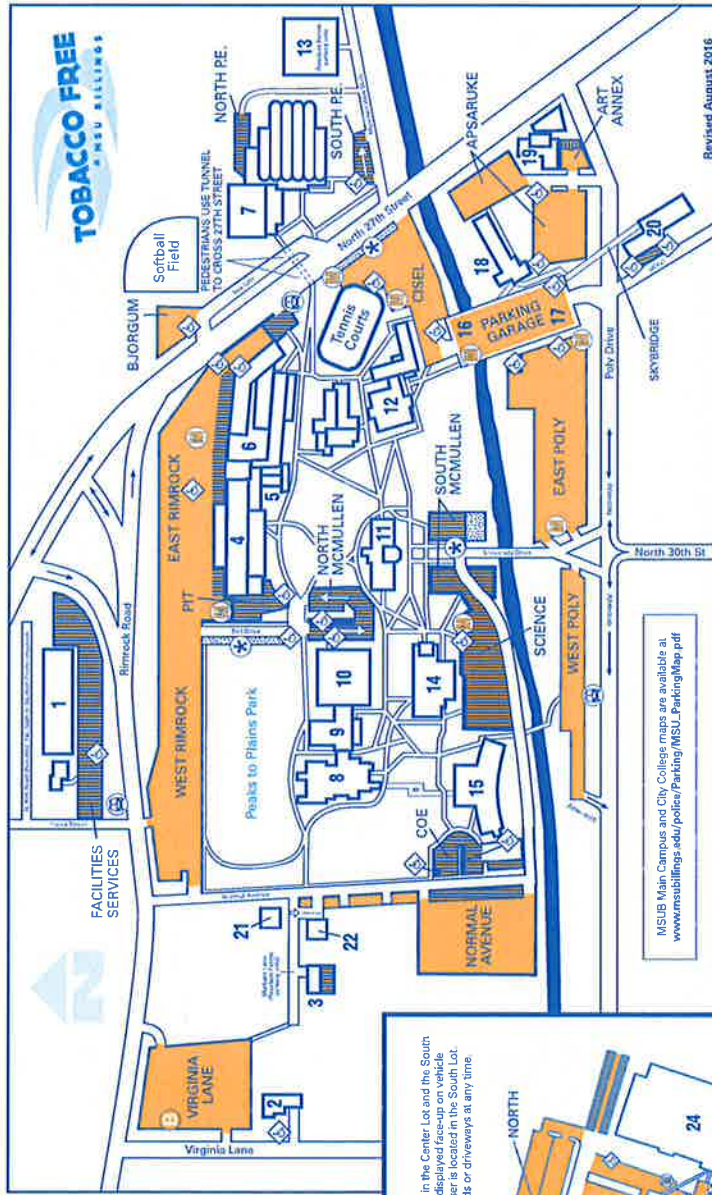
EMERGENCIES, ACCIDENTS AND SPECIAL CIRCUMSTANCES

A. University Police may be reached 24 hours a day at 657-2147. Additional information is available on-line at www.msubillings.edu/police/default.htm.

B. In emergencies and special circumstances, the University Police may impose parking restrictions, as required, with or without notice. No barricades may be moved/removed except by authorized personnel.

C. All traffic accidents occurring on campus should be reported to the University Police before the vehicles involved are moved. University Police do not investigate "vender-benewers" (no injury) on campus, but do have accident information exchange forms available for insurance purposes.

D. All vehicles parked on campus must be in safe operating condition. Any vehicle that constitutes a hazard or interferes with University operations may be towed and impounded at owner/driver's expense. E. Vehicles may not be stored on campus. Vehicles deemed stored or abandoned may be towed and impounded at owner/operator's expense. Exceptions to any parking restrictions must be approved by the UPP office during business hours. In advance of parking.

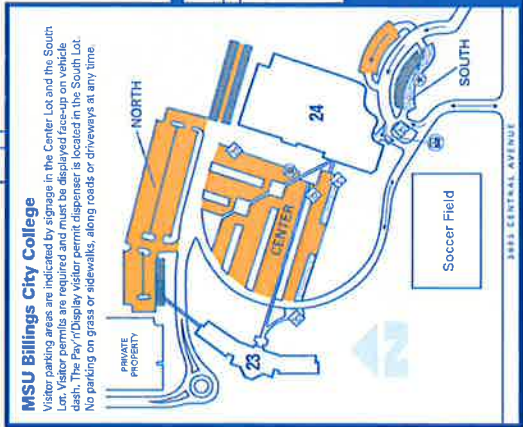


MSUB Main Campus and City College maps are available at www.msubillings.edu/police/parking/MSU_ParkingMap.pdf

Revised August 2016

Montana State University Billings Campus

- 1. Facilities Services
- 2. Foundation House
- 3. Yogi Berra Public Radio (REVC-FM)
- 4. Pizzozzi Hall
- 5. Student Union Building (SUB)
- 6. Rimrock Hall
- 7. Physical Education Building
- 8. Liberal Arts Building
- 9. Lecture Halls
- 10. Library
- 11. Nicholas Hall
- 12. Child Hall
- 13. Student Union Building (Facilities and Parking only)
- 14. Science Building
- 15. College of Education
- 16. Parking Garage
- 17. Health Sciences Building
- 18. Apatow Hall
- 19. Art Annex
- 20. McDonald Hall
- 21. Alumni House
- 22. William B. Lewis Daycare and Enrichment Center Building
- 23. Health Sciences Building
- 24. Tech Building



MSU Billings City College
Visitor parking areas are indicated by signage in the Center Lot and the South Lot. Visitor permits are required and must be displayed face-up on the vehicle dash. The Pay'n'Display visitor permit dispenser is located in the South Lot. No parking on grass or sidewalks, along roads or driveways at any time.



Vehicle Permit Fees

1.	Annual	\$100.00
2.	Academic	\$85.00
3.	Semester	\$50.00
5.	Summer (May-August)	\$32.00
6.	Motor Cycle (Annual)	\$18.00
8.	Hourly Pay-N-Display	\$1.00/hr
9.	Weekly Permit (2 week Max)	\$5.00
10.	Reserved Annual (Faculty/Staff)	\$175.00
11.	Non Transferable VIP (Retiree)	\$10.00

Check/cash payment may be made at the **University Police & Parking – University campus (1500 University Drive)**. Do not mail cash.

Fines

1.	Failure to register a vehicle or display valid permit	\$20.00
2.	Parking in designated No Parking Zone	\$20.00
3.	Parking in Loading Zones over 15 minutes or without emergency flashers on	\$20.00
4.	Parking in non-designated areas such as lawns or sidewalks	\$20.00
5.	Expired time on coin-dispensed permit	\$20.00
6.	Unauthorized parking in Disabled space	\$100.00
7.	Parking in the wrong lot	\$20.00
8.	Improper display of permit	\$20.00
9.	False permit/false use of permit	\$20.00
10.	Failure to resolve a fine within seven (7) calendar days	\$5.00
11.	Improper parking of motorcycles or bicycles	\$20.00
12.	Other violations	\$20.00
13.	Parking in Reserved (CV) or Shop Vehicles Only spaces	\$20.00 and/or Immediate tow plus expenses

Debit/credit payment may be made online. Check/cash payment may be made at the **University Police & Parking – University campus (1500 University Drive)**. Do not mail cash.

EMERGENCY: 657-2222

Located in the Southwest Corner of Parking Garage

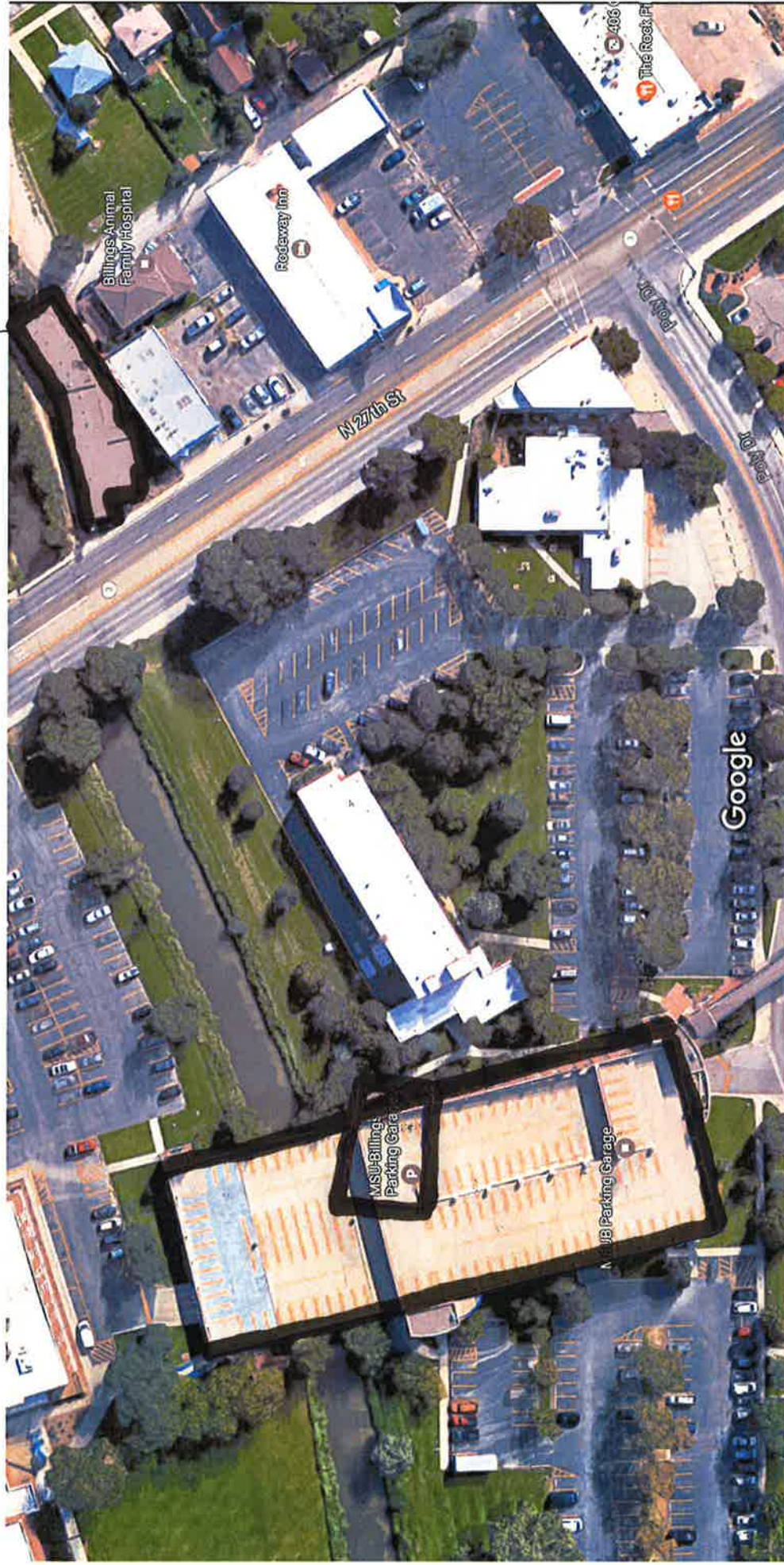
Parking: 657-1704 in University Police Office

- [Active Shooter Response Checklist](#)
- [Crime Statistics](#)
- [MSUB Sexual or Violent Offender](#)
- [Community Oriented Policing](#)
- [Emergency Notifications](#)
- [Emergency Preparedness](#)
- [Emergency Procedures](#)
- [Annual Security and Fire Safety Report](#)
- [Fire Log](#)
- [Informational Links](#)
- [Our Staff](#)
- [Parking Information & Maps](#)
- [Campus Policies](#)
- [University Police Policies](#)
- [Pre-disaster Mitigation](#)
- [Preparedness FAQ](#)
- [Yellowstone County Sexual or Violent Offender List](#)
- [Department Home](#)
- [MSUB Home](#)



Google Maps 1233 N 30th St

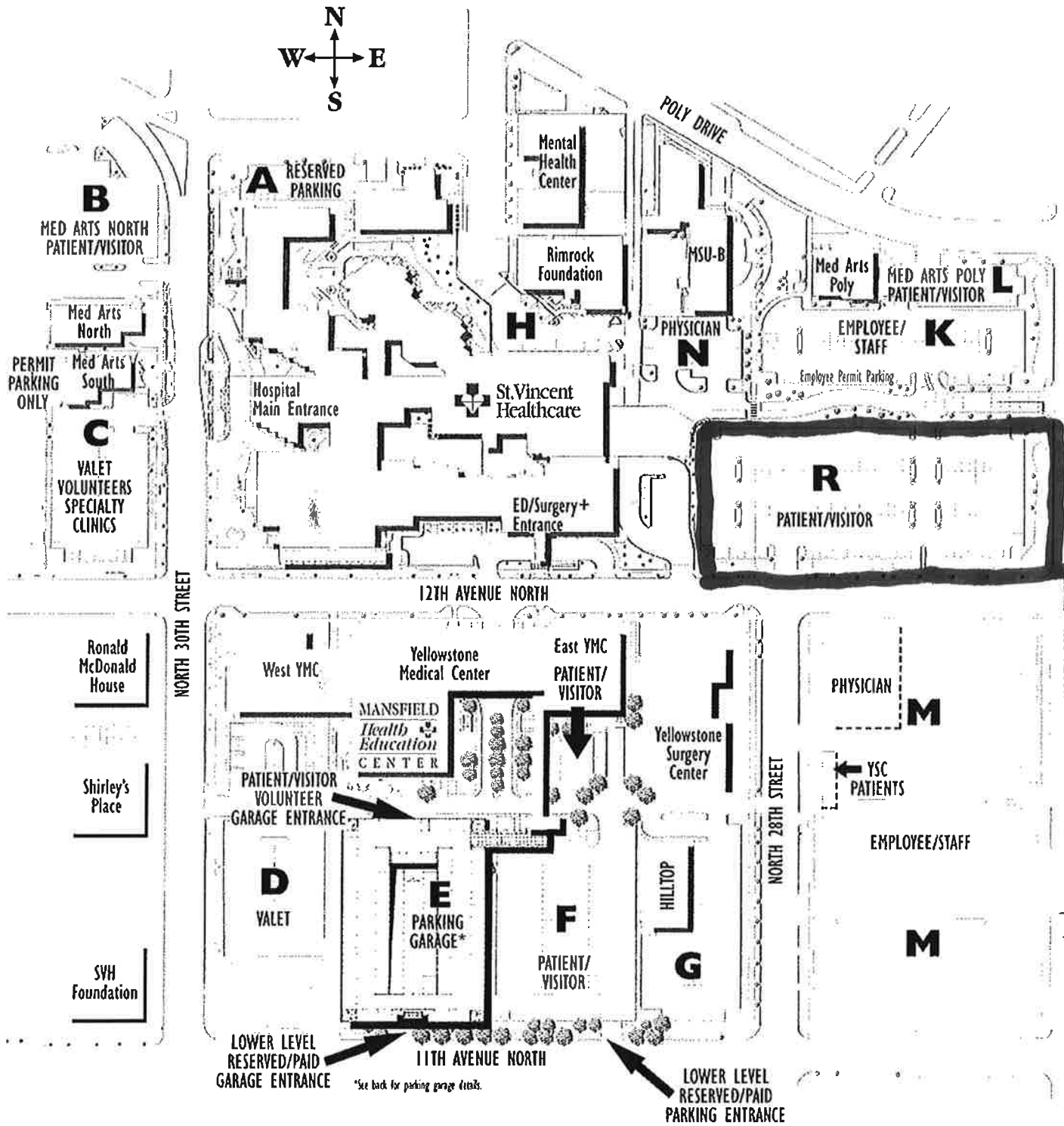
1333 N 27th



Imagery ©2017 Google, Map data ©2017 Google 50 ft

This overview showing 1333 N. 27th in relation to MSU-Billings parking garage.
See markings on overhead map.

Campus Map



EMPLOYEES CAN PARK DAY & NIGHT IN ANY PARKING LOT AT ST VINCENT OTHER THAN THE OUTLINED PARKING LOT R



St. Vincent Healthcare

Google Maps 1233 N 30th St



Imagery ©2017 Google, Map data ©2017 Google 50 ft

- This overview shows 1333 N. 27th in relation to Mountain View Blvd.
- See markings on overhead map