

# 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. 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	01/10/2017	01/24/2017	02/14/2017	02/28/2017	03/14/2017	03/28/2017	04/11/2017	04/25/2017	05/09/2017	05/23/2017	06/13/2017	6/27/2017	07/11/2017	7/25/2017	08/08/17	08/22/17	09/12/17	09/26/17	10/10/17	10/24/17	11/14/17	11/28/17	12/12/17
<b>Dave Goodridge</b>	Mayor/Billings Ward I	1		1	1	E																		
<b>Vacant</b>	Mayor/Billings Ward II	-	-	-	-	-																		
<b>LaVerne Bass</b>	Mayor/Billings Ward III	1	1	1	1	-																		
<b>Darell Tunncliff</b>	Mayor/Billings Ward IV	1	1	1	1	1																		
<b>Patrick Klugman</b>	Mayor/Billings Ward V	1	1	1	1	1																		
<b>Troy Boucher</b>	YC District 1	-	1	E	E	E																		
<b>Dennis Cook</b>	YC District 2	-	1	1	1	1																		
<b>Vacant</b>	YC District 3	-	-	-	-	-																		
<b>Vacant</b>	YC District 4	-	-	-	-	-																		
<b>Vacant</b>	YC District 5	-	-	-	-	-																		
<b>Vacant</b>	YC District 6	-	-	-	-	-																		
<b>Francisco Saldivar</b>	YC District 7	1	1	1	1	1																		
<b>Clint Peck</b>	Y County Cons. District	1	E	E	E	1																		
<b>Scott Reiter</b>	<b>Ex-Officio SD2</b>		E	E	E	E																		

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**March 14, 2017**

*Approved by a motion on March 28, 2017*

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

President Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, March 14, 2017, 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 are: Wyeth Friday, Director, Planning & Community Services Department; Tammy Deines, Planning Clerk

**Others in Attendance:** Auzzie Blevins

**2. Approval of the February 28, 2017 Agenda:** President Tunncliff called for approval of the agenda. **Board member Cook made a motion and Board member Klugman seconded the motion to approve the agenda as submitted. The motion carried with a unanimous voice vote.**

**3. Approval of Minutes: February 14, 2017 February 28, 2017-**delayed until the March 28, 2017 Planning Board 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 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 Conflicts of Interest and no Ex Parte Communications reported by the Board.

## **7. NEW BUSINESS**

**7a. Public Hearing. Presentation/Discussion. Billings Bikeway and Trail Master Plan. Lora Mattox, Transportation Planner.**

## **INTRODUCTION**

In June of 2016, the Planning Division entered into a Consultant contract with Alta Planning + Design to complete an update to the Billings Bikeway and Trail Master Plan. Through monthly meetings with an established steering committee consisting of City and County staff, the Montana Department of Transportation, community organizations, and

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through conducting two public meetings and an online survey and mapping project, a comprehensive bike and trails master plan was completed.

During the first review of the final draft with the Technical Advisory Committee (City, County, MDT staff), the City Engineering Division requested additional time to review the content of the plan. To ensure that all entities are given ample time for review and to suggest any changes to the plan, Planning staff is requesting the Planning Board open the scheduled public hearing for the Billings Bikeway + Trails Master Plan at this meeting, receive any public testimony, and then continue the public hearing until March 28, 2017. At the March 28th meeting, Joe Gilpin from Alta Planning + Design will be presenting the master plan to the Planning Board with the intent, through the continued public hearing, to receive any additional public comment. The Board would then be expected to make a recommendation to the Policy Coordinating Committee on the plan at the March 28 meeting.

### **RECOMMENDATION**

Planning staff recommends that the Planning Board open the scheduled public hearing to receive public testimony and then continue the public hearing until March 28, 2017.

### **Public Hearing**

President Tunncliff opened the public hearing and asked if there is anyone wishing to speak in favor or against the Billings Bikeway and Trail Master Plan. There was none.

**\*\*This public hearing will be continued at the March 28, 2017 Planning Board meeting as recommended by staff.**

**7b. Public Hearing/Presentation. Transportation Alternatives Program Grant-Highway 3 Trail. Lora Mattox, Transportation Planner, presenting.**

### **INTRODUCTION**

On December 16, 2015, the Montana Department of Transportation announced it was soliciting submission for 2017-2018 Transportation Alternatives (TA) Project grant applications. The Planning Division intends to submit one TA grant application this year for a Phase I of the Highway 3 Trail Project.

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## FINANCIAL IMPACT

The total cost of this project is estimated at \$778,600.00 with a funding package that includes:

<b>Project Phases</b>	<b>Total Project Cost</b>	<b>TA Program Funds 86.58% Maximum</b>	<b>Local Funds (Billings TrailNet)</b>	<b>Other Funds (On-System/MDT)</b>
Preliminary Engineering	\$ <u>70,000.00</u>	\$ <u>60,606.00</u>	\$	\$ <u>9,394.00</u>
Construction	\$ <u>540,500.00</u>	\$ <u>467,964.90</u>	\$ <u>72,535.10</u>	\$
Construction Administration (includes staking and materials testing)	\$ <u>108,100.00</u>	\$ <u>93,592.98</u>	\$	\$ <u>14,507.02</u>
Right-of-Way and Utility Costs	\$	\$	\$	\$
Other (OT) – Includes Construction Staking and Materials Testing	\$ <u>60,000.00</u>	\$ <u>51,948.00</u>	\$	\$ <u>8,052.00</u>
<b>Total</b>	\$ <b><u>778,600.00</u></b>	\$ <b><u>674,111.88</u></b>	\$ <b><u>72,535.10</u></b>	\$ <b><u>31,953.02</u></b>

## RECOMMENDATION

Staff recommends that the Planning Board conduct a public hearing at this meeting to gather input on the proposed Phase I of the Highway 3 Trail Project.

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### **Discussion**

Board President Darrell Tunncliff called for questions and discussion. Ms. Mattox requested a letter of support from the Planning Board as the acting MPO. Board member Klugman commented in support of this project, and said the Big Sky Economic Development Authority, (BSEDA), will also provide a letter of support. He stated this is a great connection and opportunity to provide a fantastic project on top of the rims. In response to a question and comment by President Tunncliff, Lora Mattox provided clarification on the local matching funds, and stated there will be a significant amount of native landscape reclamation due to the storm water mitigation. There will be extensive preliminary engineering to address storm water flows and rocks falling from the rims.

### **Public Hearing**

President Tunncliff opened the public hearing and asked there is anyone wishing to speak in favor or against the 2017-2018 Transportation Alternatives, (TA), Project-Highway 3 Trail Project. There was none. President Tunncliff closed the public hearing.

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## YELLOWSTONE COUNTY BOARD OF PLANNING

*Serving Yellowstone County, the City of Billings, and the Town of Broadview*

March 14, 2017

Dave Holien, MDT TA Program Manager  
Montana Department of Transportation  
Engineering Division/Consultant Design Bureau  
PO Box 201001  
Helena, MT 59620-1001

Dear Mr. Holien,

The Yellowstone County Board of Planning is honored to have the opportunity to support the continued development of bike/pedestrian facilities in the City of Billings and Yellowstone County through the Transportation Alternatives Program (TAP) administered by the Montana Department of Transportation.

Over the past 20 years, federal funding has helped to make Billings a safe and accessible community for residents and visitors alike to bike, walk, and use mobility aids. Without programs like the Community Transportation Enhancement Program and the Transportation Alternatives Program, many of our 40 plus miles of trails and 20 plus miles of bike lanes would not be possible. In addition to making our community healthier and more active, the trail system has helped Billings gain national acclaim from both Sunset Magazine as one of the top sustainable communities in the West and from Outside Magazine as the Best Town of 2016. Additional TAP funded projects will help Billings and Yellowstone County to build on our reputation as a healthy, active community and a desirable place to live and visit.

Phase I of the Highway 3 Trail project proposes a scope of work that would include approximately 7,000 lineal feet of a 10-foot wide shared use pathway. Beginning at the terminus of the popular Swords Park Trail at North 27<sup>th</sup> Street and the Airport Road, the pathway will continue west to the site of the proposed Myers and Morledge Trails. If funded, the Myers and/or Morledge Trails will link the Rimrocks to the valley. The Highway 3 Trail will comply with ADA Standards, making it accessible for people with disabilities, senior citizens, and young families.

We hope you will look favorably on this project for the City of Billings as the community moves forward with a safer and more connected trail system.

Sincerely,



Darell Tunnicliff  
President, Yellowstone County Board of Planning

Planning & Community Services Department  
2825 3rd Avenue North, 4<sup>th</sup> Floor  
Billings, MT 59101  
Fax: (406) 657-8327  
Phone: (406) 657-8246

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### **8c. Public Hearing/Presentation. 2017-2021 Transportation Improvement Program, (TIP), Scott Walker, Transportation Coordinator, presenting.**

#### **INTRODUCTION**

Federal regulations require that Metropolitan Planning Organizations (MPOs) review and update their Transportation Improvement Program (TIP) periodically. The current 2017-21 TIP falls into this category and must be updated to maintain compliance with State and Federal requirements.

The TIP is a short-range program of highway and transit projects in the Billings Metropolitan Planning Organization area and is prepared by Planning Division staff in cooperation with state and local agencies. The basic purpose of the TIP is to provide the mechanism for scheduling federal funds for surface transportation projects, indicate regional priorities, and demonstrate a short-range transportation vision for the area. A secondary purpose of the TIP is to provide information about other transportation projects in the urbanized area that are exempt from the TIP approval process such as projects that do not utilize federal funds.

This TIP is being presented to the Yellowstone County Board of Planning for review due to cost updates to several projects. The projects listed in the TIP include the North By-Pass, 1<sup>st</sup> Avenue North, Zimmerman Trail and MET Bus Operating.

#### **2017-2021 TIP ADOPTION SCHEDULE**

- The Technical Advisory Committee met March 2<sup>nd</sup> to review the 2017-21 TIP and has recommended approval.
- The Planning Board initially reviewed the 2017-21 TIP at its regular meeting on March 14<sup>th</sup> and is scheduled to make final recommendation of the document March 28<sup>th</sup> and forward its recommendation to the PCC.
- The Board of County Commissioners will review and take action on the 2017-21 TIP at its regularly scheduled meeting on March 21<sup>st</sup> and forward its recommendation to the PCC.
- The City Council will review the document at the Work Session March 20<sup>th</sup> and will take action on the 2017-21 TIP at its regular meeting on April 10<sup>th</sup> and forward its recommendation to the PCC.
- The PCC is expected to meet on April 25<sup>th</sup> to take final local action on the 2017-21 TIP.

### 2017-2021 TIP Quick Reference

#### New Projects and Studies:

1. Mossmain Intch – West Blgs Intch – UPN 9198
  - a. Minor Rehabilitation Project – mill and fill driving lanes, seal and cover, concrete median barrier on I-90 from RP 437.12 to 446.70 (only a portion within MPO Boundary)
2. W Blgs Intch – Pinehills Intch – UPN 9199
  - a. Minor Rehabilitation Project – mill and fill driving lanes, seal and cover, interchange ramps on I-90 from RP 446.7 to 456.60
3. Underpass Ave. Improvements – UPN 8669
  - a. Construction project to implement recommendations from Underpass Ave. Improvements traffic study. Proposed improves include reconstruction of Underpass/State Ave. and improvements at 6<sup>th</sup> Street, West/Central Ave., and Calhoun intersections. Project will address capacity and queuing issues, safety and mobility, insufficient storm drainage systems, noncompliant pedestrian facilities, connectivity issues (for non-motorized users), excess maintenance costs and other operational issues associated with these intersections.
  - b. MACI Discretionary and NH funded
4. Airport Road & Main St. – UPN 8718
  - a. Construction project to implement recommendations from the Airport Road and Main Street Intersection Improvement traffic study. Proposed improvements include lane modifications, signal upgrades, median work, and minor realignment of routes near the intersection of Airport Road and Main Street. Project will address capacity and queuing issues, safety, mobility, signal upgrade needs, and other operational issues in the immediate area.
  - b. NH funded
5. 27<sup>th</sup> Street RR Crossing Study – UPN 9354
  - a. Other (OT) phase project to evaluate improvement options for the railroad crossing on 27<sup>th</sup> Street. Primarily the emphasis is to keep traffic moving during train crossings on 27<sup>th</sup>. This evaluation will examine alternatives that consider operational issues, safety, bike/ped options, ADA needs, environmental issues, geometric considerations, right-of-way, utilities and other factors to determine preferred alternatives (and costs associated with those alternatives). A detailed examination of potential funding sources must be included in the analysis (in order to determine the true feasibility of each alternative).
  - b. STPX funded

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6. Zoo Drive Signals – UPN 9261
  - a. MACI Discretionary funding will be used for 4 signals on Zoo Drive. The overall goal of the project is to promote traffic flow improvements via increased signal connectivity and synchronization. Traffic signal hardware will be updated as well.
  - b. MACI Discretionary funded
7. State Avenue Signals – UPN 9259
  - a. MACI Discretionary funding will be used for 7 signals along State Avenue. The overall goal of the project is to promote traffic flow improvement via increased signal connectivity and synchronization. Traffic signal hardware will be updated as well.
  - b. MACI Discretionary funded
8. Johnson Lane Signals – UPN 9260
  - a. MACI Discretionary funding will be used for 2 signals on Johnson Lane. The overall goal of the project is to promote traffic flow improvements via increased signal connectivity and synchronization. Traffic signal hardware will be updated as well.
  - b. MACI Discretionary funded
9. Main Street Signals – UPN 9265
  - a. MACI Discretionary funding will be used for 14 signals along Main Street. The overall goal of the project is to promote traffic flow improvements via increased signal connectivity and synchronization. Traffic signal hardware will be updated as well.
  - b. MACI Discretionary funded
10. Safety Projects - expecting approx. 11 safety (HSIP funded) projects to be added to the program this year. UPN (project numbers), project names, and CN years have not been established yet – descriptions for the projects are listed below:
  - a. Roundabout at Rimrock and 62<sup>nd</sup> Street West.
    - i. Cost estimate - \$2,400,000
  - b. Install ITS intersection warning system on both roads warning vehicles on Frontage Road and for vehicles on Wise Lane that a conflicting vehicle is present.
    - i. Cost estimate - \$73,000
  - c. King Ave E. – install shoulder rumble strips through all 3 curves and replace the existing signing on the curves. RP 1.1-2.0
    - i. Cost estimate – \$11,000
  - d. Yellowstone River Rd. – replace the existing chevrons with standards size chevrons at RP 3.6

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- i. Cost estimate - \$6,000
- e. Johnson Lane – install panel delineation through the curve at approx. RP 1.2
  - i. Cost estimate - \$700
- f. Lake Elmo Drive – install standard delineation through the curve at approx. RP 2.4
  - i. Cost estimate - \$420
- g. South Frontage Rd (W of Sugar Ave. Intersection) – replace the existing one directional large arrow with curve warning signs, speed advisory plaques and chevrons at the curve RP 2.0
  - i. Cost estimate - \$6,700
- h. Old Highway 312 – install panel delineation through the entire cluster segment RP 2.3-3.1
  - i. Cost estimate - \$3,500
- i. Garden Ave – Corridor wide signing upgrade, approx. RP 0.0-0.7
  - i. Cost estimate - \$26,000
- j. Nahmis Ave – install standard or panel delineation through the entire corridor RP 0.75-2.4
  - i. Cost estimate - \$7,500
- k. Story Rd – replace and relocated curve warning signs with speed advisory plaques at the curve approx. RP 0.2
  - i. Cost estimate - \$3,000

### **Notable Project Adjustments:**

1. 27<sup>th</sup> St.-1<sup>st</sup> Ave. S to Airport – UPN 7910
  - a. IC/RW moved from 2016 to 2017
  - b. CN moved from 2017 to 2018
2. 1<sup>st</sup> Ave. North – UPN 9022
  - a. PE increase and moved from 2016 to 2017
3. SF 129 Roundabout King and 56<sup>th</sup> – UPN 8052
  - a. CN moved from 2016 to 2017
4. Main St. – UPN 8718
  - a. CN moved from 2017 to 2018
5. Becraft Lane Sidewalk – UPN 8718
  - a. CN moved from 2017 to 2018
6. SF 149 – King Interchange Safety Improvements – UPN 8941
  - a. CN moved from 2017 to 2018
7. Exposition Dr. & 1<sup>st</sup> Ave – UPN 7908
  - a. CN moved from 2017 to 2019

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### **Discussion**

President Tunncliff called for questions and discussion from the members of the Board. Board member Cook asked about the 5-mile Road project and Scott Walker explained this will be constructed as a three lane section with shoulders.

Board member Klugman referred to Table 5, (2018), Zimmerman Trail project and asked if there will be an opportunity to build the Stagecoach Trail on the east side of Zimmerman Road. Scott Walker said they are finishing the project design and there may be an option when the Zimmerman Trail project goes out to bid. The pedestrian underpass is part of the design alternative.

President Tunncliff voiced concern with limited State matching funds for projects and asked how we can better leverage our position in the future? Scott Walker commented on the approval of the TIP and the Transportation Plan. It was noted Planning Board involved in PCC decisions; and Stefan Streeter, MDT, provides the state with a good representation of this community's needs. President Tunncliff commented that overall, planning and development makes the community a better place to live, and he feels the need to support and advocate for funding for projects. Board member Klugman concurred and asked if there is anything the Board or citizens can do to advocate for projects. Board member Saldivar stated it is clear that infrastructure is a factor and has an impact in community planning. Board member Klugman as if a signal can be installed at the intersection of Wicks Lane and Governors Avenue? Scott Walker said this project could be included in the city's Capital Improvement Plan, (CIP). Director Friday said a current draft of the CIP is posted on the City website and it will come before the City Council's consideration on March 28, 2017.

### **Public Hearing**

President Tunncliff opened the public hearing and asked if there is anyone wishing to speak in favor or against the Draft 2017-2021 Transportation Improvement Plan. There was none. President Tunncliff closed the public hearing.

**\*\*Planning Board will take action on this item during the March 28, 2017 Planning Board meeting.**

## **9. OTHER BUSINESS**

**9a. Standing Item. Long range Strategic Issues and an overview of future City and County issues and projects.**

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1. Director Friday stated the Bicycle Pedestrian Advisory Committee plans to bring a presentation to this Board in April.
2. Director Friday stated the position announcement for the Planning Division Manager closed on Friday. The Bicycle Pedestrian Coordinator position is vacant and will be advertised.

ADJOURNMENT: 7:40 P.M.

### **Future Agenda Items for Tuesday March 28, 2017**

- a. Continued. Public Hearing. Bike Pedestrian Master Plan Review. Lora Mattox, Transportation Planner, presenting. (The Board will forward a recommendation at the March 28, 2017 meeting).
- b. Motion/Recommendation to PCC. 2017-2021 Transportation Improvement Program, (TIP). Scott Walker, Planning Transportation Coordinator, presenting. (The Board will forward a recommendation at the March 28, 2017 meeting).

ADJOURNMENT: 7:38 pm

**Approved by a motion on March 28, 2017**

