

# 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	1	1																
<b>Vacant</b>	Mayor/Billings Ward II	-	-	-	-	-	-	-																
<b>LaVerne Bass</b>	Mayor/Billings Ward III	1	1	1	1	-	1	1																
<b>Darell Tunncliff</b>	Mayor/Billings Ward IV	1	1	1	1	1	1	1																
<b>Patrick Klugman</b>	Mayor/Billings Ward V	1	1	1	1	1	1	1																
<b>Troy Boucher</b>	YC District 1	-	1	E	E	E	E	1																
<b>Dennis Cook</b>	YC District 2	-	1	1	1	1	1	1																
<b>Vacant</b>	YC District 3	-	-	-	-	-	-	-																
<b>Vacant</b>	YC District 4	-	-	-	-	-	-	-																
<b>Woody Woods</b>	YC District 5	-	-	-	-	-	-	1																
<b>Vacant</b>	YC District 6	-	-	-	-	-	-	-																
<b>Francisco Saldivar</b>	YC District 7	1	1	1	1	1	1	1																
<b>Clint Peck</b>	Y County Cons. District	1	E	E	E	1	1	1																
<b>Scott Reiter</b>	<b>Ex-Officio SD2</b>		E	E	E	E	1	E																

# CITY/COUNTY PLANNING BOARD

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April 11, 2017

*To be approved by a motion on April 25, 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, April 11, 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 member: Lora Mattox, Transportation Planner

**Others in Attendance:** Bruce Lackman, Sean Larsen, Attending Scouts from Cub Scout Packs 20, 371, 372, and 373; Cub Master Greg Wing; Curtis Frewin; Joe Gilpin, Alta Planning + Design, Peaks to Plains Design; Jolene Rieck, Peaks to Plains Design

President Tunncliff welcomed the Scouts, and Board member Goodridge and Board member Bass stated they are Eagle Scouts, and Board member Saldivar is a Troop Leader. Cub Scout Master Greg Wing thanked the Board for this opportunity and said this is a group of 10-year-old 4<sup>th</sup> graders.

2. **Approval of the April 11, 2017 Agenda:** President Tunncliff called for approval of the agenda. **Board member Saldivar made a motion and Board member Cook seconded the motion to approve the April 11, 2017 agenda. The motion carried with a unanimous voice vote.**

## 3. Approval of Minutes: March 28, 2017

### Motion

**Board member Bass made a motion and Board member Saldivar seconded the motion to approve the meeting minutes for March 28, 2017 as submitted.**

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. OLD BUSINESS

### 7a1. Continued Public Hearing. Presentation/Discussion. Billings Bikeway and Trail

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**Master Plan. Lora Mattox, Transportation Planner. Joe Gilpin, Alta Planning & Design, Presenting**

Joe Gilpin, Alta Planning + Design introduced himself and Jolene Rieck, Peaks to Plains Design. He stated the Billings Bikeway & Trail Master Plan was last approved in 2011 and this is the update. This plan will help to connect schools and parks with trails in the community. This is the final phase of the project with presentations and request for recommendations from the governing bodies. He reviewed the goals below for the plan continued with a PowerPoint presentation.

**Goals**

1. **Complete Streets:** *Improve, expand and consider active transportation and recreation facilities within the Billings Urban Area.*

2. **Implementation:** *Consider the implementation of active transportation facilities at all levels of government and through all related policies, processes, and standards that encourage and enhance walking, bicycling, and other trail-related activities in the Billings area.*

3. **Evaluation:** *Monitor the implementation of the Billings Area Bikeway and Trail Master Plan*

4. **Transit Integration:** *Integrate bicycling and walking into the Metropolitan Transit System (MET)*

5. **Maintenance:** *Ensure bicycle and trail facilities are clean, safe, and accessible.*

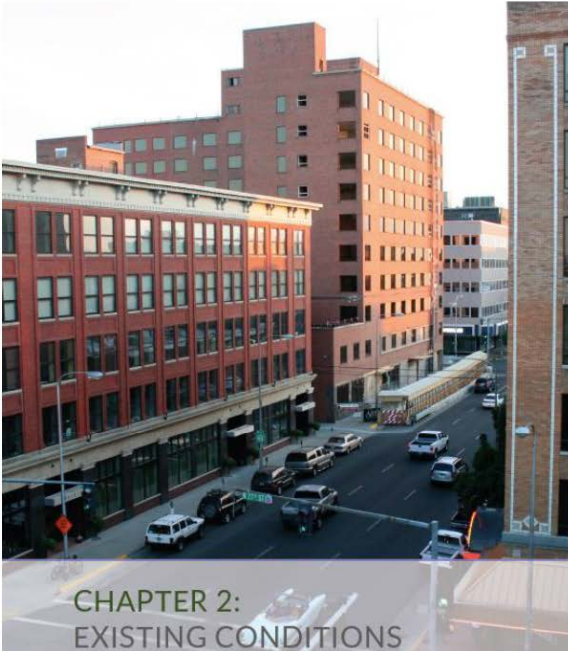
6. **Education and Encouragement Programs:** *Implement comprehensive education and encouragement programs targeted at all ages and abilities.*

7. **Enforcement:** *Increase enforcement on City/County streets, trails and bikeways to make interactions between motorists, bicyclists, and pedestrians safer.*

8. **Health and Safety:** *Encourage healthy activities through increased access and safe infrastructure for bicyclists and pedestrians.*

alca  
Peaks to Plains Design  
MPO  
BILLINGS URBAN AREA  
BIKEWAY + TRAILS  
MASTER PLAN UPDATE

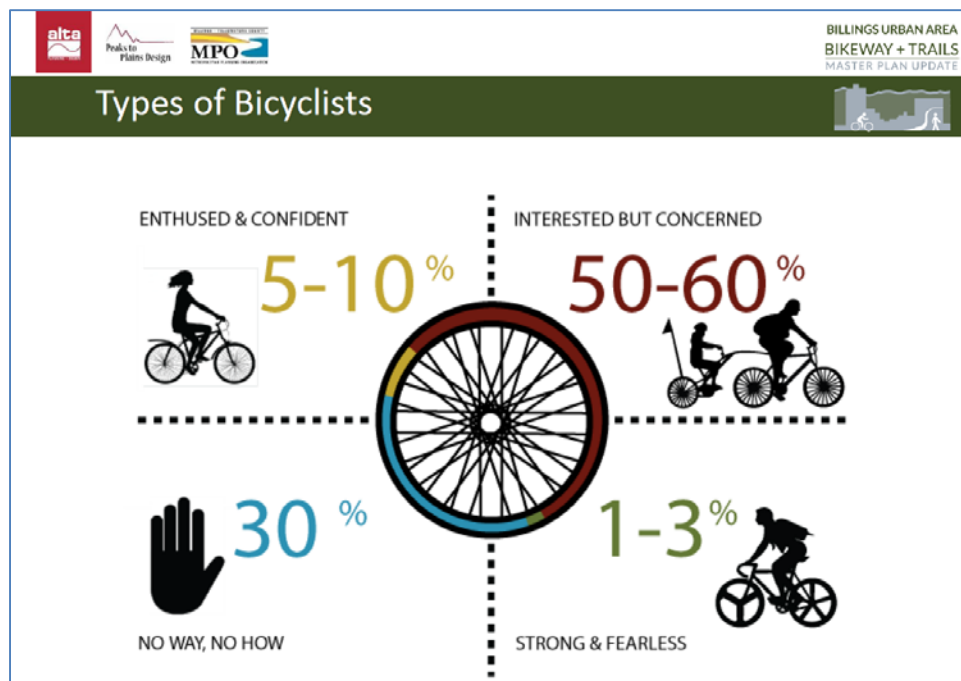
## Contents of Existing Conditions Analysis



1. Past Plan Review
2. Demographic Analysis
3. Inventory of Existing Facilities
4. Counts Analysis
5. Existing Programs
6. Crash Analysis

CHAPTER 2:  
EXISTING CONDITIONS

**NEEDS ASSESSMENT**



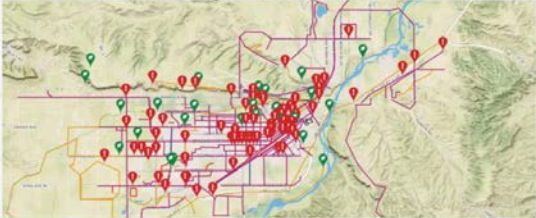
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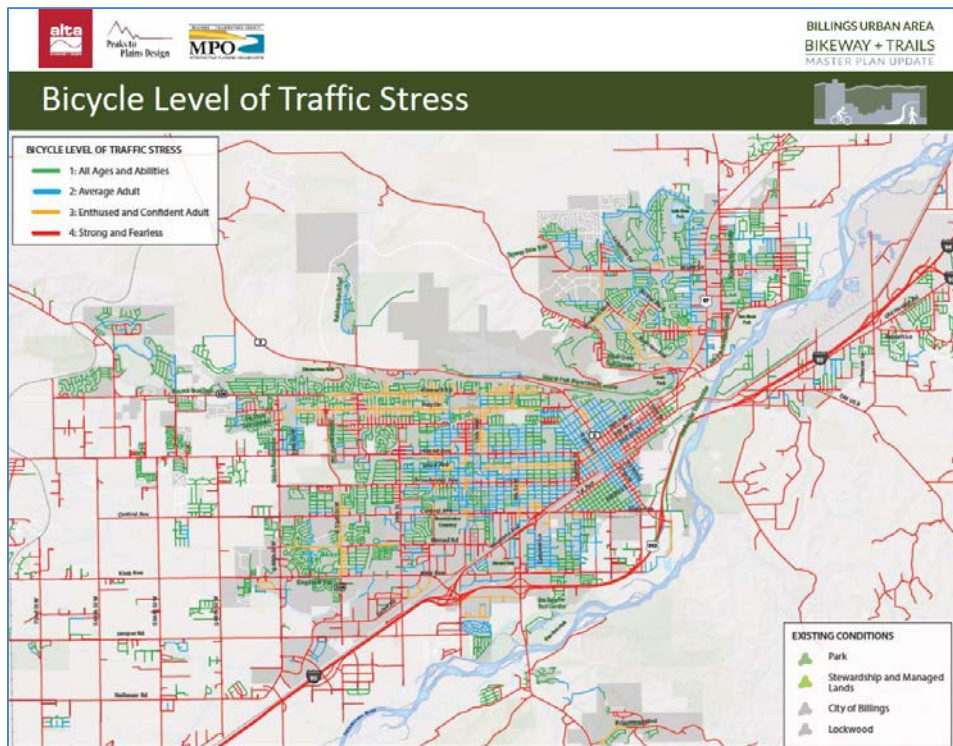
## PUBLIC INVOLVEMENT

**Public Involvement Overview**

- 1<sup>st</sup> Public Workshop – July 2016
- Focus Group meetings – July 2016
- Online Map Exercise– June through September 2016 – 274 lines, 184 points and 210 comments
- Online Survey – 168 responses
- 2<sup>nd</sup> Public Workshop – December 2016



The map shows the Billings Urban Area with various colored lines and points representing public involvement input. Handwritten notes on the map include "Bike to Work" and "Wish to have 20th Street".



**RECOMMENDATIONS**

**1 DATA COLLECTION & FIELDWORK**

EXISTING FACILITIES    PREVIOUSLY PROPOSED FACILITIES    DESTINATIONS    BARRIERS

**2 NEEDS ANALYSIS**

MAPPING CRASH DATA    COMMUNITY IDENTIFIED NEEDS    FACILITY CONNECTIVITY GAPS    LEVEL OF TRAFFIC STRESS

**3 SYSTEM DEVELOPMENT**

REVISE PREVIOUSLY PROPOSED    CONNECT EXISTING FACILITIES    IDENTIFY TRAIL CONNECTIONS    ADDRESS BARRIERS

**Network Recommendations**

Development of recommendations was an *iterative process*

BILLINGS URBAN AREA  
BIKEWAY + TRAILS  
MASTER PLAN UPDATE

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**Recommendations**

- **Bicycle Boulevards – Local Streets**
  - Leverage Neighborhood Streets that already have low speeds and volumes
  - Wayfinding signage, pavement markings, intersection treatments
  - Inexpensive to designate routes, then system can be incrementally improved
  - Will have some maintenance obligations

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**Recommendations**

- **Bicycle Boulevards – Crossings of Arterials**
  - Intersections often occur on busy roadways with no traffic control
  - Spot improvements recommended.








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## **WAYFINDING:**




“The Signage Framework Plan established a consistent aesthetic for a family of wayfinding signs, including gateway markers, interpretation signs, and directional signs, and was intended to result in a family of signage that would be installed across the City of Billings.”

- On-Street Wayfinding-Bike Boulevards


  	
<b>Bike Parking</b>	
	
<ol style="list-style-type: none"><li>1) Bike Parking Code – Proposed zoning code update to establish requirements for bike parking for new development</li><li>2) Bike Parking Program – Retrofit bike parking into Downtown (including garages) &amp; other Commercial Areas<ul style="list-style-type: none"><li>• Funding will need to be identified to increase supply of bike parking in built out areas.</li></ul></li></ol>	

## **PROGRAM & POLICY**

  	
<b>Policy</b>	
	
<ul style="list-style-type: none"><li>• Consider active transportation at all levels of government</li><li>• Coordinate trail management</li><li>• Update other plans/code to be consistent with this plan and with other current best practices</li><li>• Include active transportation with other planned projects</li><li>• Review opportunities annually</li><li>• Require developers to finance and install bikeway and trail facilities as appropriate</li></ul>	



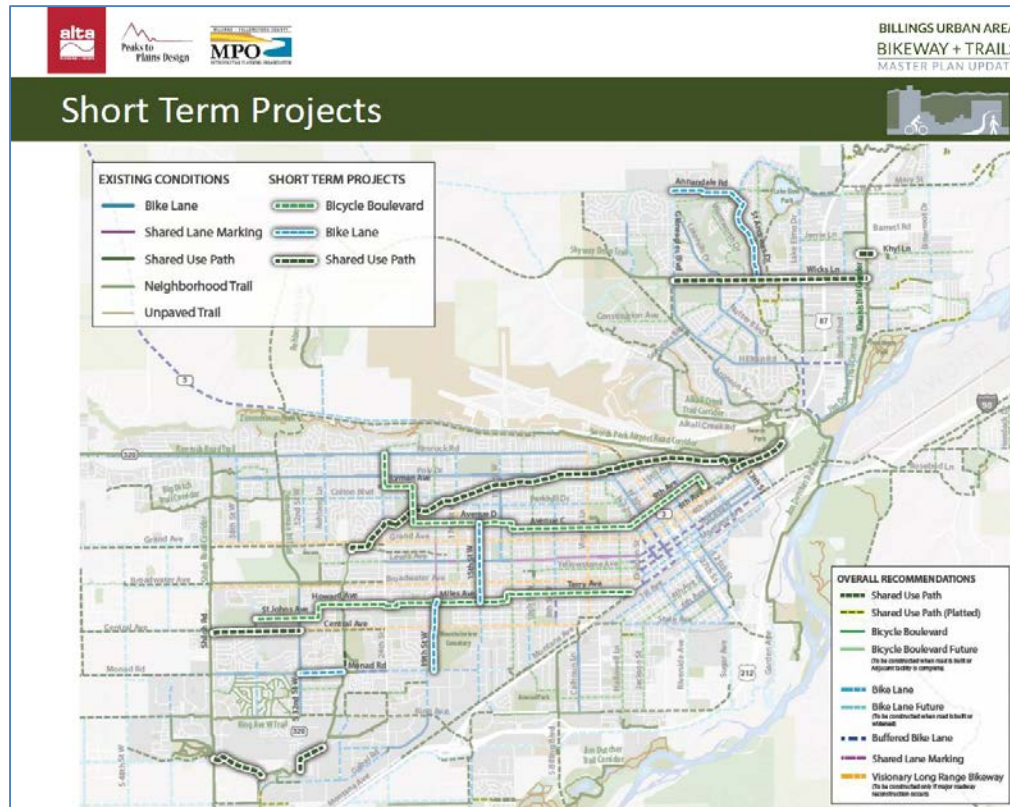
BILLINGS URBAN AREA  
BIKEWAY + TRAILS  
MASTER PLAN UPDATE

Maintenance 

- *Roadway Restriping – Additional resources will be needed as entire roadway and on-street bikeway networks grows*
- *Street Sweeping – Streets being swept, additional sweeping will increase cost*
- *Snow Plowing/Removal – Currently varying practices on snow plowing. New routes, or increased frequency will require additional resources. All on-street bike lanes on collectors and arterials currently plowed when the streets are plowed and trails in the right of way are plowed within 36 hours after a storm ends.*

### **IMPLEMENTATION**

- **Widening Funding Gap. Federal Funding for Non-Motorized Transportation Projects-82% Decrease**
- **Surveys indicate support for local funding sources**



**Prioritization**

Scored and provided cost estimates for all projects that are distinct (require unique project to implement)

1. Public Input
2. Proximity to Schools
3. Connectivity to Existing Facilities
4. Network Gaps
5. Connections to Activity Centers
6. Ease of Implementation
7. Equity
8. Connections to Downtown

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### **Discussion**

President Tunnickliff called for questions and discussion from the members of the Board. Board member Saldivar asked if there will be new funding sources on the Federal level to make this plan viable. Joe Gilpin commented on the new Transportation Bill and said several Montana communities have made it clear they are unsatisfied with the present allocations. He said the funding may increase but there will have to be additional funding opportunities to maintain the same pace of project development. Board member Woods commented on the short term and long term projects. He asked if the projects along 87 East and Old Hardin Road and Becraft Lane could be included in the ranking on the map. Lora Mattox stated staff worked with the Engineering Division and they wanted to depict their commitment to the short range projects. She agreed with Board member Woods that it may be a good idea to include the Lockwood short range projects. She said Jolene Rieck, Peaks to Plains Design can help with this. Board member Boucher asked what is slated for development and for future bicycle boulevards. Joe Gilpin clarified on the need to designate the boulevards with wayfinding signs to make the neighborhoods accessible. Lora Mattox said this seems to be a good option for some of the troubled areas needing connections. Board member Boucher stated it seems it would encourage people to use the safer routes. Board member Goodrich asked how much we are creating potential traffic issues with the accommodations for bicycle lanes. Joe Gilpin said they have identified parallel corridors in this plan for a more comfortable experience than using an arterial. Board member Goodrich commented he is reluctant to spend dollars on the 1-3% users especially when funds are diminishing. Joe Gilpin said the bike boulevards are the best option as they are considered an extension of the trail system. The plan is to be cost effective and make it attractive to the largest number of people. Board member Saldivar doesn't see this plan as catering to the 1-3% but trying to cater to the 50-75% that want to ride a bicycle but have concerns. Board member Bass asked about the visionary project for 5<sup>th</sup> Avenue. Joe Gilpin explained the early proposals and study for the 5<sup>th</sup> Avenue Corridor. President Tunnickliff noted the area residents were not supportive at the time. President Tunnickliff asked about funding sources for these projects. Joe Gilpin said the primary source is considering inclusion with upcoming projects and build them with impact fees; inclusion with chip seal/maintenance projects; and working with the City Engineering Division. President Tunnickliff said this validates the reasoning for having this plan in place. Lora Mattox concurred said staff would like to work with the Engineering Division to fund these types of projects. President Tunnickliff applauded staff's efforts with this plans.

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### **Public Hearing**

President Tunncliff stated this is a continuance of the Public Hearing for this agenda item, and he asked if there is anyone wanting to address the Board on this item.

### **Bruce Lackman, 4743 Central Avenue, Billings, Montana**

Mr. Lackman asked if there is a user tax or license. Mr. Gilpin responded there are communities that have tried this but often the cost of running the program defrays project development. He also noted that often times licensing discourages users. He said their other means to raise money and spoke on legislation to include a user tax for trail maintenance.

President Tunncliff closed the public hearing. The Planning Board will take action on this agenda item at the next meeting on April 11, 2017.

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

- Board member Boucher asked questions he received from a citizen regarding the allowable lot coverage. Lora Mattox stated this will be addressed with the zoning code revisions that will take place in the next few years. She said this may be addressed through the Zoning Commissions with an amendment.

ADJOURNMENT: 7:20 p.m.

**DRAFT. To be approved by a motion on April 25, 2017**