

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

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April 25, 2017

*To be approved by a motion on May 9, 2017*

## 1. Call the Meeting to Order

President Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, April 25, 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, Jolene Rieck, Peaks to Plains Design; Bill Cole

**2. Approval of the April 25, 2017 Agenda:** President Tunncliff called for approval of the agenda. **Board member Klugman made a motion and Board member Boucher seconded the motion to approve the April 25, 2017 agenda. The motion carried with a unanimous voice vote.**

**3. Approval of Minutes: April 11, 2017**

### Motion

**Board member Bass made a motion and Board member Saldivar seconded the motion to approve the meeting minutes for April 11, 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 Master Plan. Lora Mattox, Transportation Planner. presenting**

Ms. Mattox opened this agenda item and stated Joe Gilpin, Alta Planning & Design, gave a comprehensive presentation on the Billings Bikeway and Trail Master Plan during the April 11, 2017 Planning Board meeting. She reviewed the schedule below and stated Staff is requesting a recommendation from this Board this evening.

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Planning Board #2	Recommendation/Action - Tuesday, April 25th
Council Work Session	Presentation - Monday, April 17th at 5:30 p.m. - Items to Wynnette Thursday 4/12
Council Meeting	Action - Monday, May 8th at 6:30 p.m. - memo by Thursday 4/20 - Both meeting held in the City Council Chambers, 2nd Floor City Hall
County Discussion	Discussion - Monday, May 1st at 2:00 p.m. – Memo week before
Commissioner Meeting	Presentation/Action - Tuesday May 2 <sup>nd</sup> or 9 <sup>th</sup> at 9:30 a.m.- Both meetings held in the County Commissioners Board Room, 4th Floor, County Courthouse
PCC	Final Action – Tuesday, May 16th at 12:00 p.m. - 4th Floor County Courthouse, Commissioner Board Room

### **Discussion**

President Tunncliff called for questions and discussion from the members of the Board. There was none. The public hearing for this agenda item was closed on April 11, 2017. President Tunncliff called for a motion.

### **Motion**

**Board member Bass made a motion and it was seconded by Board member Klugman to forward a recommendation to PCC to approve the Billings Bikeway and Trail Master Plan as submitted and presented by staff. The motion carried with a unanimous voice vote.**

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

- Future Discussion: Lockwood Transportation Issues: Wyeth Friday, Director, Planning & Community Services Department-There have been four different planning efforts for the Lockwood area: the Lockwood community Plan; the Lockwood Transportation Study; the Lockwood Non-motorized Plan, and the Lockwood Growth Policy. Board member Woods noted the 2008 Lockwood Transportation Plan and said the Lockwood Steering Committee is considering an update due to the 10-year

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time span and recent changes, including the TEDD and the sewer system. The Board concurred a discussion on infrastructure priorities, and looking into terms of accomplishments and what can be done in the future will be helpful.

- County Subdivision Regulations: Hard copies requested by President Tunncliff, and Bill Cole. Electronic versions of the regulations are to be provided to Board members Saldivar and Klugman.
- Future Discussion Item: Budget Overview, Director Friday.
- Addressing Littering Issues in Yellowstone County-President Tunncliff commented on the importance of public safety and public awareness. He asked if the Board is interested in considering ways to address the safety hazards and costs of cleaning up litter in Yellowstone County; and possibly creating an informational public service announcement. Board member Saldivar participates in MDT’s adopt a highway program. Board member Peck commented it will be interesting to find out how many citations if any have been written. Director Friday suggested contacting community groups such as “Adopt a Highway” and “Bright and Beautiful” and coordinating a discussion time. Bill Cole and Board member Klugman suggested “Billings Now” and the “Trail and Hospitality Corridor Committee” chaired by Steve Arveschough. Board member Saldivar stated the message should abbreviation of litter regardless of jurisdiction in order to benefit the greater community. Future agenda item: Letter of support to call to action or a public service announcement possibly through Community 7.

### **8. NEW BUSINESS**

- A. PLANNING BOARD APPLE IPADS-**Acceptable Use Acknowledgment and tablet distributions. Attending Board members received a tablet and completed the corresponding Acceptable Use Acknowledgements. Staff worked with Board members to assign their e-mail addresses. A training session will be provided at the May 9, 2017 meeting to download a pdf reader, bookmarks, and review how to access the Agenda Quick Meeting Packets.

ADJOURNMENT: 7:20 p.m.

**DRAFT. To be approved by a motion on May 9, 2017**