

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 | 10/11/17 | 10/24/17 | 11/14/17 | 11/28/17 | 12/12/17 |
|---------------------------|-------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-----------|------------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Dave Goodridge | Mayor/Billings Ward I | 1 | | 1 | 1 | E | 1 | 1 | E | E | - | E | 1 | - | - | E | 1 | E | 1 | E | | | | |
| Vacant | Mayor/Billings Ward II | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | - | - | - | | | | |
| LaVerne Bass | Mayor/Billings Ward III | 1 | 1 | 1 | 1 | - | 1 | 1 | 1 | E | - | 1 | 1 | - | - | 1 | 1 | 1 | A | 1 | | | | |
| Darell Tunncliff | Mayor/Billings Ward IV | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | - | 1 | 1 | - | - | 1 | 1 | 1 | 1 | 1 | | | | |
| Patrick Klugman | Mayor/Billings Ward V | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | - | 1 | E | - | - | E | 1 | 1 | 1 | 1 | | | | |
| Troy Boucher | YC District 1 | - | 1 | E | E | E | E | 1 | 1 | 1 | - | 1 | 1 | - | - | E | 1 | E | 1 | E | | | | |
| Dennis Cook | YC District 2 | - | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | - | 1 | 1 | - | - | 1 | 1 | 1 | 1 | 1 | | | | |
| Vacant | YC District 3 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | - | - | - | | | | |
| Vacant | YC District 4 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | - | - | - | | | | |
| Woody Woods | YC District 5 | - | - | - | - | - | - | 1 | 1 | 1 | - | 1 | 1 | - | - | 1 | 1 | E | 1 | 1 | | | | |
| Vacant | YC District 6 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | - | - | - | | | | |
| Francisco Saldivar | YC District 7 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | E | - | 1 | 1 | - | - | E | E | 1 | 1 | 1 | | | | |
| Clint Peck | Y County Cons. District | 1 | E | E | E | 1 | 1 | 1 | 1 | E | - | 1 | 1 | - | - | E | 1 | E | E | 1 | | | | |
| Scott Reiter | Ex-Officio SD2 | | E | E | E | E | 1 | E | 1 | A | - | 1 | E | - | - | 1 | E | E | 1 | E | | | | |

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OCTOBER 11, 2017

DRAFT-To be approved by a motion on October 24, 2017

1. Call the Meeting to Order

President Tunncliff called the meeting to order at 6:00 p.m. on Wednesday, October 11, 2017, in the Miller Building 1st Floor conference room, 2825 3rd 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: Wyeth Friday, Director, Planning & Community Services; Monica Plecker, Planning Division Manager; Dave Green, Planner II; Tammy Deines, Planning Clerk

Others in Attendance: Landy Leep, Oakland Companies; Mac Fogelsong, Sanderson Stewart; Gary Owen, Sanderson Stewart;

Approval of the October 11, 2017 Agenda

Motion

Board member Cook made a motion and Board member Klugman seconded the motion to approve the October 11, 2017 agenda. The motion carried with a unanimous voice vote.

3. Approval of Minutes: September 26, 2017

Motion

Board member Klugman made a motion and Board member Saldivar seconded the motion to approve the September 26, 2017 meeting minutes 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 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:

7b. Plat Review Copper Ridge Subdivision, 7th Filing. County Major. Dave Green, Planner II, presenting.

Planner Dave Green opened this agenda item with presentation of the staff report.

CITY/COUNTY PLANNING BOARD

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INTRODUCTION

On August 1, 2017, Sanderson Stewart, agent for Gary Oakland and Marvin Hessler, owners, applied for preliminary major plat approval for Copper Ridge Subdivision, 7th Filing. The proposed subdivision creates 58 new lots for single-family residential development. The subject property is generally located on the north side of Rimrock Road, east of 70th Street West, and west of the existing Copper Ridge Subdivision. Four large parcels of this filing are west of 70th Street West. The property is zoned Residential-7000 (R-70) and Residential-5000 (R-50).

At the September 26 Public Hearing the applicant asked for a 30-day delay. The applicant wishes to add more lots with this filing.

The Yellowstone County Board of Planning will review the plat at this meeting and conduct a public hearing on October 24, 2017.

RECOMMENDATION

Staff recommends that the Planning Board recommend conditional approval of the preliminary plat of Copper Ridge Subdivision, 7th Filing to the City Council, and adopt the Findings of Fact as presented in the staff report.

VARIANCES REQUESTED

No variances from the City Subdivision Regulations have been requested.

PROPOSED CONDITIONS OF APPROVAL

Planning staff recommends the following conditions of approval:

- 1. To minimize the effects on local services and ensure public safety prior to final plat approval the applicant will submit an updated storm water report to City Engineering for review and approval.*
- 2. To minimize effects on local services and to ensure understanding of the use of an easement prior to final plat approval, the applicant will include an easement document for the temporary cul-de-sac at the north end of 70th Street west as shown on the proposed plat.*
- 3. To ensure public safety for fire suppression and access for the City Fire Department prior to final plat approval, the applicant will include language in the SIA regarding construction of the temporary road to be able to support a 40-ton truck in all weather conditions and that the temporary road will be maintained by the developer until the temporary road is replaced with a hard surface paved road.*
- 4. To ensure public safety and that roads are built to handle increased traffic prior to final plat approval, the applicant will submit an update SIA to City Engineering for review and approval.*
- 5. To ensure correct procedure for providing a cash in lieu contribution prior to final plat approval, the applicant will follow the Billings Subdivision Regulations Section 23-1006 to*

CITY/COUNTY PLANNING BOARD

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determine the correct procedure and amount of the contribution to the City for park land cash contribution.

- 6. To minimize the effects on local service prior to final plat approval, the applicant will coordinate with the USPS to determine what type of deliver system is preferred and to locate and provide the correct amount of space for safely delivering the mail to the residents.*
- 7. To ensure the placement of easements for private utility providers prior to final plat approval, the applicant will coordinate with private utility companies to provide needed easements within the proposed subdivision.*
- 8. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.*
- 9. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana.*

Discussion

President Tunncliff called for discussion and questions from the members of the Board. Staff gave a brief presentation to the Planning Board and noted there is school bus service to this subdivision. Board President Darrel Tunncliff asked if there were any question for staff. Board member Klugman asked if the parkland requirement increases with the additional lots for this filing. Staff responded that the parkland amount did increase to include the additional lots for this filing. There were no other questions from the board. The owners’ representative, Landy Leep stood to answer any questions the board may have, there were none.

Landy Leep, 127 N 27th Street, Billings, Montana

Mr. Leep thanked the Board and Staff and offered to answer questions. There were no questions for Mr. Leep.

8. NEW BUSINESS: There is no new business.

CITY/COUNTY PLANNING BOARD

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9. OTHER BUSINESS/ANNOUNCEMENTS

- **Recognition for MAP Award for the YC Subdivision Regulations**
Amendment project: This will be continued to the next Planning Board meeting on October 24, 2017.
- **Re-scheduled Special Joint meeting with Parks Board Wednesday, October 18, 2017. Draft Comprehensive Parks Plan. 11:00 a.m. at the City Parks Department conference room.** Wyeth Friday clarified the meeting procedures for this meeting.
- **Special Meeting. Ethics Training for Boards and Commissions. Wednesday, October 18, 2017, 4:00-6:00 pm Billings Community Center** This is a training session for members of City and County Board and Commission members. City Council members and the YC Commissioners will be invited to attend. The Local Government Center will be presenting along with City and County Legal staff.
- **Announcement:** Board member Klugman announced that he will be resigning from the Board as City Ward 5 as he is moving. His last meeting will be on October 25, 2017.

ADJOURNMENT: 6:25 p.m.

DRAFT-To be approved by a motion on October 24, 2017