

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	1			
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	E			
Darell Tunncliff	Mayor/Billings Ward IV	1	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	1	R	-	-
Troy Boucher	YC District 1	-	1	E	E	E	E	1	1	1	-	1	1	-	-	E	1	E	1	E	E			
Dennis Cook	YC District 2	-	1	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	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	1			
Clint Peck	Y County Cons. District	1	E	E	E	1	1	1	1	E	-	1	1	-	-	E	1	E	E	1	E			
Scott Reiter	Ex-Officio SD2		E	E	E	E	1	E	1	A	-	1	E	-	-	1	E	E	1	E	E			

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OCTOBER 24, 2017

DRAFT- To be approved by a motion on November 24 2017

1. Call the Meeting to Order

President Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, October 24, 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: Gary Oakland, Oakland Companies; Landy Leep, Oakland Companies; Mac Fogelsong, Sanderson Stewart; Gary Owen, Sanderson Stewart;

Planning Board President thanked Board member Patrick Klugman for his service as Planning Board Representative for City Ward V and encouraged him to continue in his community efforts. Mr. Klugman is resigning as he moved out of district.

Approval of the October 24, 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: October 11, 2017

Motion

Board member Saldivar made a motion and Board member Klugman seconded the motion to approve the October 11, 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.

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7. OLD BUSINESS:

7b. Public Hearing 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.

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 86 new buildable lots for single-family residential development and 6 lots for future development or storm water management. 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, 2017 Public Hearing for the preliminary plat, the applicant asked for a 30-day delay. The applicants indicated to the Yellowstone County Board of Planning at the meeting that they would like to add more lots within this filing. This type of change to the preliminary plat necessitates a re-review of the proposal and a new plat review and public hearing before the Board of Planning. The Board conducted a second plat review at its October 11 meeting and the Board will conduct a public hearing at this meeting. City Council will take action on this plat on November 13, 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.

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 for access, 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 fire access road that will support a 40-ton truck in all

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weather conditions, and that it 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 updated SIA to City Engineering for review and approval.

5. To ensure correct procedure for providing a cash in lieu contribution for park land, prior to final plat approval the applicant will follow the Billings Subdivision Regulations Section 23-1006 in determining the correct amount of the contribution to the City in lieu of park land.

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. 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.

8. 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. Board member Goodrich asked if the entire parcel has been annexed and he noted that portions of this parcel are outside of the current zoning jurisdiction. Planner Dave Green stated the zoning is in place, and it is up to the property owners to request an update to the zoning jurisdiction.

Public Hearing

President Tunncliff opened the public hearing and asked if there is anyone wishing to speak in favor of Copper Ridge Subdivision, 7th Filing.

Gary Oakland, 127 N 27th Street, Billings, Montana

Mr. Oakland said this project was amended to meet the demand for lot inventory. He respectively requested the Board forward a recommendation of approval of the master plan and this subdivision filing to City Council.

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At 6:12 pm, President Tunncliff asked if there is anyone else wanting to speak in favor or against Copper Ridge Subdivision, 7th Filing. There was none. President Tunncliff closed the public hearing and called for a motion.

Motion

Board member Goodrich made a motion and it was seconded by Board member Klugman to forward a recommendation of 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.

Discussion

Board member Klugman commented this filing does not have parkland dedication but the previous filings have a large developed park and an excellent trail system. He commended the developer for his insight for trail connectivity and making the developments conducive to all ages. Board member Klugman is in favor of this motion.

The motion carried with a unanimous voice vote.

8. NEW BUSINESS: There is no new business.

9. OTHER BUSINESS/ANNOUNCEMENTS

- **Recognition for MAP Award for the YC Subdivision Regulations Amendment project, Planning Division Manager Monica Plecker**

Ms. Plecker announced the Montana Association of Planners recognized the *Yellowstone County Suburban Subdivision Regulations* for the 2017 Outstanding Planning Projects Award and recognized members of the Planning Board Special Committee for their role in crafting a unique set of regulations facilitating high quality and compatible development in the suburban areas immediately surrounding the City of Billings and other populations centers through the County. (2017 Montana Association of Planners Conference-Miles City, Montana). This award recognizes a comprehensive plan, process, outcome or special planning project of exceptional merit. Considerations include originality and innovation; a visionary approach that can be compatible in other jurisdictions; and focus on public participation, the development community, and regulations. The Yellowstone County Suburban Subdivision Regulations was a Community driven amendment. Board member Goodrich accepted the award on behalf of the Committee during the Western Planner Conference.

Dave Goodrich said the Planning Board initiated the committee to make the changes. Staff has noticed applicants are well aware of the new requirements during Pre application meetings. President Tunncliff stated the Planning Board

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took the initiative to move forward and address the inconsistencies in the County subdivision regulations for sidewalks and roads and remedy the problems. He commended staff for identifying key players in the community to serve on the committee and said this is an example of Boards and staff working together to make the community a better place to live. He commented that “Oftentimes we have the energy to complain but not correct”. He thanked Staff for their efforts, Board member Goodrich for chairing the committee; and all that were involved with this project. Director Friday stated staff plans to share this recognition with the Board of County Commissioners and City Council in the next few weeks.

- Board member Klugman thanked President Tunnicliff and the Board. He stated he has enjoyed serving on the Board as this is an important Board with the opportunity to innovate as this award shows. It is an example of proactive leadership rather than reactive. He thanked Planning Clerk Tammy Deines for her administrative support during his tenure on the Board.

ADJOURNMENT: 6:31 p.m.

DRAFT- To be approved by a motion on November 14, 2017