

City of Billings Zoning Commission Meeting Minutes February 6, 2018

The City of Billings Zoning Commission met on Tuesday, February 6, 2018 in the Miller Building 1st Floor Conference Room, 2825 3rd Avenue North, Billings, Montana.

Chairman Wagner called the meeting to order at 4:30 p.m. The City Council has designated **Monday February 26, 2018** at 6:30 p.m. in the City Council Chambers as the time and place to hear testimony for or against the zoning applications.

Commission and Staff		01/03/2018	02/06/2018	03/06/2018	04/03/2018	05/01/2018	06/05/2018	07/03/2018	08/07/2018	09/04/2018	10/02/2018	11/06/2018	12/04/2018
Dan Wagner	Chairman	1	1										
Dennis Ulvestad	Commissioner	1	1										
Mike Boyett	Vice Chairman	1	1										
Michael Larson	Commissioner	1	1										
James Mariska	Commissioner	1	1										
Wyeth Friday	Director, Planning & Community Services	-	-										
Monica Plecker	Division Planning Manager	-	-										
Nicole Cromwell	Planner Zoning Coordinator	1	1										
Tammy Deines	Planning Clerk	-	-										
Dave Green	Planner II	-	-										
Karen Husman	Planner I	-	1										
Robbin Bartley	Administrative Support	1	1										

Total Number of 2016 Applications	01/03/2018	02/06/2018	03/06/2018	04/03/2018	05/01/2018	06/05/2018	07/03/2018	08/07/2018	09/04/2018	10/02/2018	11/06/2018	12/04/2018	TOTAL
Zone Change	2												2
Special Review	1	1											2

Chairman Wagner introduced the Planning Division Staff and Commission: Attending Staff were Nicole Cromwell, Zoning Coordinator; and Robbin Bartley, Administrative Support.

In Attendance: Matt Lundgren, Jessica Sprattler, Arciela Meza, Adam Liberty, Mike Ferguson, Denise Joy.

Public Comment

Chairman Wagner called for public comments. Mike Yakawich thanked the Commissioners for their volunteer work and invited them to the annual volunteer luncheon held each year. Chairman Wagner closed the public comment portion of the meeting.

Approval of Minutes: December 5, 2017

Chairman Wagner called for approval of the December 5, 2017 meeting minutes.

Motion

Commissioner Larson made a motion and Commissioner Boyett seconded the motion to approve the December 5, 2017 meeting minutes.

COMMISSIONER	Yes	No	ABSTAINED	ABSENT
Dan Wagner	x			
Mike Boyett	x			
Dennis Ulvestad				x
Mike Larson	x			
James Mariska	x			

The motion for approval then carried with a unanimous voice vote 4-0.

Chairman Wagner called for disclosures of conflict of interest. There were none.

Disclosure of Conflict of Interest

COMMISSIONER	Yes	No	ABSTAINED	ABSENT
Dan Wagner		x		
Mike Boyett		x		
Dennis Ulvestad				x
Mike Larson		x		
James Mariska		x		

Disclosure of Outside Communication

COMMISSIONER	Yes	No	ABSTAINED	ABSENT
Dan Wagner		x		
Mike Boyett		x		
Dennis Ulvestad				x
Mike Larson		x		
James Mariska		x		

Commissioner Ulvestad arrived at 4:34pm.

Public Hearings:

Chairman Wagner reviewed the rules and the procedures by which the City Zoning Commission public hearings are conducted and advised the audience that this would be heard by the City Council on February 26, 2018. He then asked Nicole Cromwell to review the first agenda item.

Nicole Cromwell presented:

Special Review 961 – 802 S 31st Street – Parking Lot in R zone – A special review request to allow a parking lot in a Residential 6,000 (R-60) zoning district on Lots 11 and 12, Block 235 of Billings Original Town, a 7,000 square foot parcel of land. The purpose of the request is to allow the re-development of the lot to serve the Friendship House of Christian Service at 3123 8th Avenue South. Tax ID: A01783

RECOMMENDATION

Staff is recommending condition approval based on the 3 criteria for special review.

Questions for Staff:

NONE

Chairman Wagner asked for the applicant of **Special Review 961.**

Matt Lundgren, 4251 Ironhorse Trail

Mr. Lundgren gave a brief history of the Friendship House and explained the need for street parking during drop off and pickup hours as there are many functions happening during the day.

Commissioner Boyett asked what kind of fence is proposed for the south side of the parking lot.

Mr. Lundgren stated that cyclone fence with privacy slats has been donated.

Commissioner Mariska asked what is the timeframe the lot will be used. Mr. Lundgren explained the use as 7am-9pm. A custodian to lock the lot up in the evening. **Commissioner Mariska** asked if there pedestrian access. Mr. Lundgren answered in the affirmative and is not worried about theft. There are City street lights on each end of the block. Students will not be loading from the proposed lot and all maintenance will be taken care of by Friendship House personnel.

Commissioner Mariska asked if the street in front of Friendship House is a designated School Zone. It is unclear if it is and the Speed Limit is 25 mph. Contact Aaron Claunch to check School Zone status.

Jessica Sprattler, 623 Cove Ave

Ms. Sprattler is a Friendship House parent. She supports this parking lot for safety and access.

Arciela Meza, 412 S 28th

She also supports this parking lot for safety and having some available parking.

Opposed

NONE

Chairman Wagner asked for a motion.

Commissioner Boyett made a motion and Commissioner Ulvestad seconded the motion to approve **Special Review 961** with recommended conditions by staff. Commissioner Ulvestad spoke in favor of this because the Friendship House is a fine example of a good neighbor.

Commissioner	YES	NO	ABSTAINED	ABSENT
Dan Wagner	x			
Mike Boyett	x			
Dennis Ulvestad	x			
Mike Larson	x			
James Mariska	x			

The motion carried with a unanimous verbal vote of 5-0.

Other Business: Election of Chair and Vice Chair 2018

Commissioner Larson made a motion and Commissioner Ulvestad seconded the motion to retain the current Chair and Vice Chair. Dan Wagner and Mike Boyett agreed. Motion carried with a verbal vote of 5-0.

The next meeting will be March 6, 2018.

Adjournment: The meeting adjourned at **5:00p.m.**

ATTEST: Approved by a motion: **March 6, 2018.**

