

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

FEBRUARY 13, 2018

Draft-To be approved by a motion on February 27, 2018

1. Call the Meeting to Order

President Tunncliff called the meeting to order at 6:00 p.m. on Tuesday, February 13, 2018, 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: Monica Plecker, Planning Division Manager; Lora Mattox, Lora Mattox, Transportation Planner, Dave Green, Planner II; Tammy Deines, Planning Clerk

Others in Attendance: Bruce Lackman, Craig Dalton, Performance Engineering.

Approval of the February 13, 2018 Agenda

Motion: Board member Cook made a motion and it was seconded by Board member Goodridge to approve the February 13, 2018 meeting agenda as submitted. The agenda was approved with a unanimous voice vote.

Approval of Minutes: January 23, 2018.

Motion

Board member Goodridge made a motion and Board member Cook seconded the motion to approve the January 23, 2018 meeting minutes as submitted. The motion carried with a unanimous voice vote.

3. **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:

7a. Presentation/Discussion. Complete Streets Progress Report. Lora Mattox, Transportation Planner, presenting.

Lora Mattox-stated staff has provided an update on the 2011 Complete Streets Program every three years since its adoption. The Progress Report is data driven and establishes baseline performance measures, and provides data comparisons. She continued with an overview of the progress report.

What Complete Streets Means for Billings-Educational programs such as “Take the High Road Campaign” and “Kids in Motion”; meaningful input; and national recognition for the implementation and creativity this community has taken.

Ms. Mattox commented on the Billings Pedestrian Counts (The crash data is trending downward since the Complete Streets implementation with a spike in 2016).

Modes: Ms. Mattox stated there is a slight increase shown in transit use but users stay consistent in the numbers overall. As for mode share, 80% prefer driving alone in autos, with 10.2% carpooling, and others using other modes.

Connectivity: The Community Health Needs assessment was completed last year. Ms. Mattox said it is encouraging to see there is a high percentage meeting the requirement for minimal physical activity requirement.

Economics: There are positive impacts due the infrastructure of facilities available and where people want to go. Reports show that Complete Street Elements can increase employment levels; encourage new business development; increase property values and private investments.

Marketability: Getting people to and from work efficiently and safely is a cost savings to the community-fewer crashes, more worker productivity.

Discussion

President Tunnicliff called for discussion and questions from the members of the Board. Board member Goodridge asked how public transit use in Billings compares to other cities of similar size. Ms. Mattox explained there is a number of dedicated riders, especially those who either have no means of transportation, choose not to drive, or have special needs. She noted there are challenges to expanding the MET system, as Federal Transit funding has decreased and MET has not raised the mill levy since 1982. Longer rider schedules are needed and more efficient buses are needed to replace the older buses. She commented MET has a Master Plan, and said staff is working to increase ridership by using new technology and work toward slowly raising the current minimal fees to help address maintenance costs. Board member Goodridge voiced his support and stated he is an advocate for more use of the transit system.

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Reviewed by Planning Staff

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Board member Bass noted that 10%-15% of city streets are gravel and badly in need of repair. Ms. Mattox said the City Engineering Department has a city-wide Maintenance Plan in place that includes a street conditions report. Street repairs are prioritized based on needs and available financing.

President Tunnicliff thanked Ms. Mattox for the informative presentation and asked how this information is used. Ms. Mattox stated the report is data driven and the data is used by staff for grant applications and by RiverStone Health and the hospitals for planning purposes

8. NEW BUSINESS.

8a. Plat Review. Discussion. Lake Hills Subdivision, 36th Filing. Dave Green, Planner II, presenting.

INTRODUCTION

On January 1, 2018, Performance Engineering and Consulting for Ron S. Hill Living Trust, Sheila Siemion, applied for preliminary major plat approval for Lake Hills Subdivision, 36th Filing. The proposed subdivision re-plats 19 lots originally platted in the Lake Hills Subdivision, 15th and 16th Filings, into 28 lots. The subject property is located on both sides of Gleneagles Boulevard, south of Cherry Hills Road and includes part of Lake Hills Drive, north west of the Lake Hills Golf Course in the Heights. The property is zoned Residential-9600 (R-96) and single family homes are proposed. The Yellowstone County Board of Planning will review the plat at this meeting and conduct a public hearing on February 27, 2018.

RECOMMENDATION

Staff recommends that the Planning Board recommend conditional approval of the preliminary plat of Lake Hill Subdivision, 36th Filing to the City Council, and adopt the Findings of Fact as presented in the staff report.

VARIANCES REQUESTED: None.

PROPOSED CONDITIONS OF APPROVAL

Planning staff recommends the following conditions of approval:

1. *To provide for the installation of private utilities, prior to final plat approval the applicant will coordinate with private utility providers for any needed easements and show them on the final plat as requested by the private utility companies.*
2. *To minimize impacts on local services, centralized mail delivery site(s) shall be coordinated and identified prior to final plat approval. A letter from USPS shall be provided for verification.*

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3. *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.*
4. *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 Tunnickliff called for discussion and questions from the members of the Board. In response to a question by Board member Woods, Dave Green said City services will be extended and the developer will be assessed for the improvements as they are beneficiaries in the SID. Board member Goodridge asked what portion of Glean Eagles Boulevard will not be connected. Dave Green noted referred to the plat and said there will be about 200 yards of unconnected roadway. He provided clarification for Board member Bass and stated this parcel is within City Limits. There were no further questions.

**A public hearing Lake Hills Subdivision 36th Filing will be held during the next Planning Board meeting on Tuesday, February 27, 2018. The Planning Board will forward a recommendation to City Council at that time.

OTHER BUSINESS/ANNOUNCEMENTS

- a. **Standing Item. Long Range Strategic Issues and an overview of future City and County issues and projects.** There were no items.
- b. **“Project ReCode”:** Division Manager Plecker gave an update and said the working groups met this month. The Urban Issues Working Group will meet on Thursday, February 22, 2018, 11:30 a.m.-1:00 p.m., Miller Building 1st Floor Conference Room, 2825 3rd Ave North.

ADJOURNMENT: 6:35 p.m.

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