

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

FEBRUARY 27, 2018

Draft-To be approved by a motion on March 13, 2018

1. Call the Meeting to Order

In the absence of President Tunncliff, Vice President Woody Woods called the meeting to order at 6:00 p.m. on Tuesday, February 27, 2018, in the Miller Building 1st Floor Conference Room, 2825 3rd Avenue North, Billings, Montana.

Introduction of Planning Board Members and Planning Department Staff

Vice President Woods called for introductions of the members of the Planning Board and staff. He introduced and welcomed Yellowstone County Conservation District representative, Jerry Williams.

Attending Planning staff members: Monica Plecker, Planning Division Manager; Dave Green, Planner II; Tammy Deines, Planning Clerk

Others in Attendance: Craig Dalton, Performance Engineering.

Approval of the February 27, 2018 Agenda

Motion: Board member Goodridge made a motion and it was seconded by Board member Cook to approve the February 27, 2018 meeting agenda as submitted. The agenda was approved with a unanimous voice vote.

Approval of Minutes: February 13, 2018.

Motion

Board member Goodridge made a motion and Board member Boucher seconded the motion to approve the February 13, 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. Public Hearing Motion/Recommendation to City Council. Lake Hills Subdivision, 36th Filing. Dave Green, Planner II, presenting.

INTRODUCTION

On January 2, 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, northwest 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.

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.
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 Tunncliff called for discussion and questions from the members of the Board. There was none.

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Public Hearing

President Tunncliff opened the public hearing and asked if there is anyone wishing to speak in favor or against Lake Hills Subdivision, 36th Filing. There was none.

President Tunncliff asked the applicant's representative, Craig Dalton, Performance Engineering if he had further comment, and he had no further comments.

President Tunncliff closed the Public Hearing and called for a motion.

Motion

Board member Goodridge made a motion and it was seconded by Board member Cook r 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. The motion carried with a unanimous voice vote.

8. NEW BUSINESS: There is no new business.

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. Staff is in the process of interviewing the consultants through the RFP process.

ADJOURNMENT: 6:10 p.m.

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