

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	01/09/2018	01/23/2018	02/13/2018	02/27/2018	03/13/2018	03/27/2018	04/10/2018	04/24/2018	05/08/2018	05/22/2018	06/12/2018	06/26/1208	07/10/2018	07/24/2018	08/14/2018	08/28/2018	09/11/2018	09/25/2018	10/10/2018	10/23/2018			
Dave Goodridge	Mayor/Billings Ward I	1	1	1	1	E	E	-	E	E	E	1	E	1	1	1	-	E	1	1	E			
Matt Macrow	Mayor/Billings Ward II	E	1	1	1	1	1	-	E	1	1	1	1	1	1	E	-	1	1	1	1			
LaVerne Bass	Mayor/Billings Ward III	1	1	1	E	E	E	-	1	E	E	E	A	A	E	1	-	1	E	1	E			
Darell Tunnickliff	Mayor/Billings Ward IV	1	1	1	E	1	E	-	1	1	1	1	1	1	1	1	-	1	1	1	1			
John Thompson	Mayor/Billings Ward V	-	-	-	-	-	-	-	1	1	1	1	1	1	E	1	-	E	1	1	1			
Troy Boucher	YC District 1	1	1	1	1	1		-	E	E	1	1	-	E	A	E	-		1	1	1			
Dennis Cook	YC District 2	1	1	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	E	1	1	1	1	-	1	1	1	1	1	1	1	1	-	1	1	1	1			
Vacant	YC District 6	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Vacant	YC District 7	-	1	-	-																			
Jerry Williams	Y County Cons. District	-	1	-	1	1	1	-	1	E	1	1	1	E	E	E	-	1	1	1	1			
Scott Reiter	Ex-Officio SD2	E	A	A	E	A		-	E	E		E	E	A	A	-	-		A	A	1			

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OCTOBER 23, 2018

DRAFT-Approved by a motion on December 11, 2018

Call the Meeting to Order

President Tunnicliff called the meeting to order at 6:00 p.m. on Tuesday, October 23, 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 Tunnicliff called for introductions of the members of the Planning Board and staff.

Attending Planning staff members: Wyeth Friday, Director, Planning & Community Services Department; Monica Plecker, Planning Division Manager; Scott Walker, Transportation Coordinator; Tammy Deines, Planning Clerk

Approval of the October 23, 2018 Agenda

President Tunnicliff requested an additional agenda item under “New Business” to discuss the Nomination Committee.

Motion:

Board member Cook made a motion and it was seconded by Board member Woods to approve the October 23, 2018 meeting agenda with the new agenda item to discuss the Nomination Committee. The motion was approved with a unanimous voice vote.

Approval of Minutes: October 10, 2018

Motion

Motion was made by Board member Cook and seconded by Board member Thompson to approve the October 10, 2018 meeting minutes as submitted. The motion carried with a unanimous voice vote.

Public Comment: President Tunnicliff 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

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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 disclosures of Outside Communications by the Board members or Planning Staff.

7. OLD BUSINESS

7a. Motion/Recommendation to PCC. 2018 Long Range Transportation Plan Update. Andy Daleiden, Kittelson & Associates; Scott Walker, Transportation Coordinator, presenting.

Scott Walker opened this agenda item and said the Planning Board is the last approving body to hear this item prior to moving it forward to the Policy Coordinating Committee. He continued with an overview of the presentation below.

What is a long range transportation plan, (LRTP): The plan outlines the long range vision for the transportation system and identifies transportation improvements for a 20-year period, (2040).

Why-federally required to update it? Metropolitan areas with populations over 50,000 are federally required to update their LRTP every 4 years. Updating helps Billings define its vision for the planning effort for future projects. Identifies financial aspects and potential revenue stream for projects.

Who is Involved? Includes Federal Highway Administration; MDT; MPO- City of Billings and Yellowstone County, MET, Lockwood, Resource Agencies and the Public, Consultant DOWL, Consultant Kittelson & Associates

LRTP Timeline: Spring 2018-Identify transportation needs and opportunities; Summer 2018 Public Involvement. Collect feedback on proposed projects and prioritization. Fall 2018 Plan Adoption October 2018. (PCC-October 30)

Draft Plan: available at <http://www.billingslrtp.com>

- ▶ Plan adoption schedule
 - ▶ TAC Meeting - October 4th (completed)
 - ▶ Yellowstone County BOCC - October 9th (completed)
 - ▶ Yellowstone County Board of Planning - October 10th (completed)
 - ▶ **Billings City Council - October 15th (tonight)**
 - ▶ Yellowstone County BOCC - October 16th
 - ▶ Billings City Council - October 22nd
 - ▶ Yellowstone County Board of Planning - October 23rd
 - ▶ Policy Coordinating Committee - October 30th

Elements: 14 Chapters. Introduction, Public & Interagency Involvement; Goals, Objectives, Performance Measure, Targets; Existing and Future land use, Description of Multimodal Transportation System; Safety and Security; Project Programming and conformity.

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Public and Interagency Involvement: website: www.billingslrtp.com; Steering Committee; Resource agencies; Youth engagement; Open houses and online survey, Media coordination and social media, E-mail updates

Study area: Urban area, Lockwood, elements of Yellowstone County

LRTP Goals: Safety; Functional Integrity and Efficiency; Prioritized Improvements; Environment; Public Transit; Economic Vitality

Land Use-Population Growth (2-17-2040): West end growth anticipated

Land Use-Employment Growth, (2017-2040). Identified growth in Lockwood, largely due to the TEDD

Functional Classification Map for MPO-similar to 2014 LRTP with a few refinements

Draft Project List-Types/Categories

→**Committed Projects**-Transportation Improvement Program, (TIP); Capital Improvement Plan, (CIP); Years 2018-2028. Fiscal Constraint of LRTP

→**Recommended Projects:** not programmed; Upcoming projects for the TIP and CIP. Years 2029-2040. Fiscal Constraint of LRTP

→**Illustrative Projects:** Visionary; Not expected to occur within 2040 horizon
33 roadway; 30 intersection. (Programmed) Includes several annual programs, \$343 million.

Draft Project List—Roadway and Intersection Projects

120 Total Projects Identified: 58 Roadway, 62 Intersection projects. Committed Projects: 33 Roadway; 30 Intersection; Includes several annual programs (\$343 million)

Draft Project List/Congestion Management Projects: 28 total projects. Committed projects: 8 Congestion Management (\$13 million)

Draft Project List/Pedestrian Bicycle, &* Multi-use Trail Projects: Pedestrian: 49 total projects; Bicycle Lane Projects: 54 total projects; Bicycle Boulevard Projects: 65 total projects

Draft Project List/Multi-Use Trail Projects: 272 Total Projects: 49-Pedestrian, 54-Bicycle Lane; 65 Bicycle Boulevard, 108 Multi-use trail.

→**Committed Projects:** 8 Pedestrian, 2 Bike Lane, 9 Multi-use trail (\$19 million)

Draft Projects and Strategies-Other Modes: Transit, Truck, Rail

Revenue & Project Cost Analysis-Fiscal Constraint. Estimated Revenue-\$900 M; Estimated C+R Projects-\$800M. Difference: \$100M Remaining

Discussion

President Tunncliff called for discussion from the Board members. Per Board member

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Thompson's request, Scott Walker clarified and stated annual programs include the paver program and striping projects.

Motion

Board member Woods made a motion and Board member Cook seconded the motion to forward a recommendation of approval of the 2018 Long Range Transportation Plan Update as presented by staff. The motion carried with unanimous voice approval.

9. NEW BUSINESS

9a. Nominating Committee: President Tunncliff announced the Nomination Committee members for the 2019 Planning Board officers: Board member Dennis Cook; Board member Troy Boucher; and Board member Matt Macrow. The Committee reports to the Planning Board during the December 11, 2018 meeting. Election of the 2019 officers will take place at the January 8, 2019 meeting with the new officers taking their seats on February 12, 2019.

10. OTHER BUSINESS

10a. REMINDER: BOARD AND COMMISSION APPRECIATION DINNER:

Thursday, October 25, 2018, 5:30 p.m. Hosted by the City of Billings. Billings Community Center 360 North 23rd Street. Board members are to confirm by contacting the city Administration Office. Phone: 406-657-8433 or E-mail: maddoxw@ci.billings.mt.us

10b. Standing Item. Long Range Strategic Issues and an overview of future City and county issues and projects.

→**Project ReCode Public Meeting.** Monday, October 29, 2018, 6:00 PM, Billings Parks and Recreation Senior Center, 360 North 23rd Street.

→**Meeting Protocol:** Director Friday reminded the Board of the importance of including discussion statements following a motion to give explanation of the vote. President Tunncliff concurred and said members should provide their reasoning during the discussion period to substantiate an opposing vote.

10c. ANNOUNCEMENTS:

→Project ReCode Open House/Public Meeting Monday, 5:30-7:00 Parks and Recreation Senior Center to present the Zone Code Assessment Findings.

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Cancellation Notice: The Wednesday, November 14, 2018 Planning Board meeting is canceled due to a lack of agenda items.

Cancellation Notice: The Tuesday, November 27, 2018 Planning Board meeting is canceled due to a lack of agenda items.

→The Planning and Community Service Office will be closed November 6, 2018 in observance of Election Day; November 12, 2018 in observance of Veterans Day; and November 22, 2018 in observance of the Thanksgiving Day Holiday.

ADJOURNMENT 6:24 PM

DRAFT. TO BE APPROVED BY A MOTION ON DECEMBER 11, 2018