

# 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	01/08/2019	01/22/2019	02/12/2019	02/26/2019	03/12/2019	03/26/2019	04/09/2019	04/23/2019	05/14/2019	** 05/29/2019	06/11/2019	06/25/2019	07/09/2019	07/23/2019	08/13/2019	08/27/2019	09/10/2019	09/29/2019	10/08/2019	10/22/2019	11/12/2019	11/26/2019	12/10/2019
<b>Dave Goodridge</b>	Mayor/Billings Ward I	E	1	1	1																			
Matt Macrow	Mayor/Billings Ward II	1	1	1	1																			
<b>Eric Wallace</b>	Mayor/Billings Ward III	1	1	1	E																			
<b>Darell Tunnickliff</b>	Mayor/Billings Ward IV	1	1	1	E																			
<b>Jon Thompson</b>	Mayor/Billings Ward V	1	E	1	E																			
<b>Troy Boucher</b>	YC District 1	1	E	E	1																			
<b>Dennis Cook</b>	YC District 2	1	1	1	1																			
<b>Vacant</b>	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Vacant</b>	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Woody Woods</b>	YC District 5	1	1	1	1																			
<b>Vacant</b>	YC District 6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Jarett Hillius</b>	YC District 7	1	1	1	1																			
<b>Jerry Williams</b>	Y County Cons. District	1	1		1																			
<b>Scott Reiter</b>	<b>Ex-Officio SD2</b>	A	A	A	A																			

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**FEBRUARY 26, 2019**

*Approved by a motion on March 12, 2019*

### **Call the Meeting to Order**

Vice President Woods called the meeting to order at 6:00 p.m. on Tuesday, February 26, 2019 in the Miller Building 1<sup>st</sup> Floor Conference Room, 2825 3<sup>rd</sup> 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.

**Attending Planning staff members:** Wyeth Friday, Director, Planning & Community Services Department; Monica Plecker, Planning Division Manager; Dave Green, Planner II

### **Approval of the February 26, 2019 Agenda**

#### **Motion:**

**Board member Cook made a motion and it was seconded by Board member Macrow to approve the February 26, 2019 meeting agenda. The motion was approved with a unanimous voice vote.**

### **Approval of Minutes: February 12, 2019**

#### **Motion**

**Motion was made by Board member Boucher and seconded by Board member Cook to approve the February 12, 2019 meeting minutes as submitted. The motion carried with a unanimous voice vote.**

**Public Comment:** Vice President Woods asked if there was anyone wishing to speak during the public comment portion of the meeting. He stated any member of the public might 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 as no public comments.

### **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. Board member Goodridge disclosure he had a meeting with YC Commissioner Jones.

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### 7. OLD BUSINESS

#### 7a. Motion/Recommendation. Planning Board formal initiation of regulations in relation to the County landscaping code. (Project ReCode), Dave Green, Planner II.

Dave Green introduced this agenda item and gave a brief presentation.

Highlights of County Amendment for Landscaping code changes

- Deletion of Landscaping Section from Entryway/Interchange code (27-1006)
- Deletion of “standard” Landscaping code at 27-1100 and replacement with new Landscaping code
- New code will apply everywhere except Residential zones and Agricultural zones
- New code may include guidance and criteria for Zoning Coordinator to grant Administrative Relief (de minimus variations from numerical standards)
- New code may include enforcement procedures to ensure long-term maintenance of installed landscaping

Dave Green presented the Code Amendment schedule below and explained the various milestones.

- January 23, 2019 - Landscaping Working Group (LSWG) Meeting – WG reaches consensus on primary content of revised County (only) Landscaping code
- February 12, 2019 – Planning Board considers and discusses initiation of County Landscaping code amendment
- February 26, 2019 – Planning Board votes to initiate Landscaping amendment to County Zoning Regulations
- February 27, 2019 – LSWG finalizes consensus on final content of revised County Landscaping code
- March 4, 2019 – Planning Staff advertises County Zoning Commission hearing on April 8, 2019 and BOCC hearing on April 23, 2019 (45 day lead time for BOCC required)
- April 8, 2019 – County Zoning Commission Hearing
- April 23, 2019 – BOCC hearing – Resolution to Adopt Landscaping changes
- May 28, 2019 – BOCC adopts final resolution amending Landscaping

### **Discussion**

Vice President Woods called for questions and discussion from the members of the Board. Board member Goodridge asked for clarification on tonight’s approval and Dave Green explained the subsequent processes. Vice President Woods added that the Board’s approval of initiation would move it forward to the County Commissioners’ approval of the document. He mentioned that last week’s review session was helpful as there was “give and take” and lots of feedback was given to the consultants. He stated he is pleased with the second draft and is looking forward to tomorrow’s meeting.

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Reviewed by Planning Staff

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Board member Goodridge asked what would happen if the initiation did not occur tonight. Division Manager Plecker explained the code allows three entities to be able to make changes. If the Planning Board does not initiate tonight then the Board of County Commissioners will be asked to consider the initiation. Board members asked what types of public outreach will occur during the months of March and April. Vice President Woods said there are upcoming meetings to help spread the word.

### **Motion**

**Board member Boucher made a motion and it was seconded by Board member Williams to formally initiate the Yellowstone County Landscaping Code Amendment as presented by staff. The motion carried with a unanimous voice vote.**

**8. NEW BUSINESS:** There is no New Business

### **9. OTHER BUSINESS**

**➔ The next meeting will be held as legally advertised on Tuesday, March 12, 2019, 6:00 PM in the Miller Building 1<sup>st</sup> Floor Conference Room, 2825 3<sup>rd</sup> Ave. North. Application for Planning Board County District 3. Director**

### **➔ FUTURE AGENDA ITEMS FOR TUESDAY, MARCH 12, 2019**

A. Plat Review. Board Discussion. Annafeld Subdivision, 2nd Filing. A City major 98-lot development. McCall Development, owner. Dave Green Presenting.

B. Plat Review. Board Discussion. Annafeld Subdivision, 3rd Filing. A City major 100-lot subdivision. McCall Development, owner. Dave Green, Planner II, presenting.

ADJOURNMENT

**APPROVED BY A MOTION ON MARCH 12, 2019**

