

## City of Billings Zoning Commission Meeting Minutes June 2, 2020

**The City of Billings Zoning Commission met on Tuesday, June 2, 2020 in the Virtual Zoom meeting,**

Chairman Pro Tem Larson called the meeting to order at 4:30 p.m. The City Council has designated **Monday, June 22, 2020** at **5:30** p.m. in the City Council Chambers as the time and place to hear testimony for or against the zoning applications.

Commission and Staff		0	0	0	0	0	0	0	0	0	1	1	1
		1	2	3	4	5	6	7	8	9	0	1	2
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		0	0	0	0	0	0	0	0	0	0	0	0
		7	4	3	7	5	2	7	4	1	6	4	1
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		2	2	2	2	2	2	2	2	2	2	2	2
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		2	2	2	2	2	2	2	2	2	2	2	2
		0	0	0	0	0	0	0	0	0	0	0	0
Mike Larson	Commissioner	1	1	-	-	-	1						
Daniel J. Brooks	Commissioner	E	1	-	-	-	1						
Jack King	Commissioner	1	1	-	-	-	1						
Greg McCall	Commissioner	1	E	-	-	-	1						
Trina White	Commissioner		-	-	-	-	1						
Wyeth Friday	Director, Planning & Community Services	-	-	-	-	-	-	-	-	-	-	-	-
Monica Plecker	Division Planning Manager	-	-	-	-	-	-	-	-	-	-	-	-
Nicole Cromwell	Planner Zoning Coordinator	1	1	-	-	-	1						
Tammy Deines	Planning Clerk	-	-	-	-	-	-	-	-	-	-	-	-
Dave Green	Planner II	-	-	-	-	-	-	-	-	-	-	-	-
Karen Husman	Planner I	1	1	-	-	-	1						
Robbin Bartley	Administrative Support	1	1	-	-	-	1						

<b>Total Number of 2019 Applications</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>T O T A L</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>2</b>	
	/	/	/	/	/	/	/	/	/	/	/	/	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>7</b>	<b>4</b>	<b>3</b>	<b>7</b>	<b>5</b>	<b>2</b>	<b>7</b>	<b>4</b>	<b>1</b>	<b>6</b>	<b>4</b>	<b>1</b>	
	/	/	/	/	/	/	/	/	/	/	/	/	
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Zone Change</b>	2	0	-	-	-	1							3
<b>Special Review</b>	0	1	-	-	-	0							1

Chairman Pro Tem Larson introduced the Planning Division Staff and Commission: Attending Staff were Nicole Cromwell, Zoning Coordinator, Karen Husman, Planner I, and Robbin Bartley, Administrative Assistant.

**In Attendance** : Bill Morgan, Tracy Haag, Preston Lees

**Public Comment**

**Chairman Pro Tem Larson** called for public comments. There were no public comments. **Chairman Pro Tem Larson** closed the public comment portion of the meeting.

**Approval of Minutes:**

**Chairman Pro Tem Larson** called for approval of the February 4, 2020 meeting minutes.

**Motion**

Commissioner Brooks made a motion and Commissioner King seconded the motion to approve the February 4, 2020 meeting minutes with changes as noted.

<b>COMMISSIONER</b>	<b>Yes</b>	<b>No</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mike Larson	X			
Daniel J. Brooks	X			
Jack King	X			
Greg McCall	X			
Trina White	X			

**The motion for approval then carried with a unanimous voice vote 5-0.**

**Disclosure of Conflict of Interest**

<b>COMMISSIONER</b>	<b>Yes</b>	<b>No</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mike Larson		X		
Daniel J. Brooks		X		
Jack King		X		
Greg McCall		X		
Trina White		X		

**Disclosure of Outside Communication**

<b>COMMISSIONER</b>	<b>Yes</b>	<b>No</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mike Larson		X		
Daniel J. Brooks		X		
Jack King		X		
Greg McCall		X		
Trina White		X		

**Public Hearings:**

Chairman Pro Tem Larson reviewed the rules and the procedures by which the City Zoning Commission public hearings are conducted and advised the audience this would be heard by the City Council on June 22, 2020.

**Item #1**

Nicole Cromwell read aloud the legal notice for this application:

**City Zone Change 977** - Modification to the Zone District Boundaries of Western Sky Planned Development - A zone change request to amend the zone district boundary lines within the Planned Development Agreement (PDA) for Western Sky Subdivision, more specifically increase the acres of underlying Community Commercial (CC) zoning from 8.5 acres to 11.5 acres; increase the acres of Neighborhood Commercial (NC) from 10.2 to 10.3 acres; decrease the acres of Residential Multi-family (RMF) from 15.3 acres to 15.2 acres and decrease the acres of Residential Manufactured Home (RMH) from 31.1 acres to 28.2 acres. The map amendment applies to all lots within Western Sky Subdivision. A pre-application neighborhood meeting was held on a virtual format on April 27, 2020, by the agent Sanderson Stewart, Billings MT.

**Recommendation**

Planning staff recommends approval of the zone change request based on the findings of the 10 review criteria

- Proposed amendment is in conformance with 2016 Growth Policy and 2001 West Billings Neighborhood Plan
- The proposed amendment will realign the underlying zoning with boundary line adjustments

**Questions for staff:** None

**Public Hearing** Chairman Pro Tem Larson opened the public hearing at 4:42PM and asked for anyone wishing to speak in favor or against **City Zone Change 977**.

**Applicant, Bill Morgan, 1300 Transtech Way**

This is a map amendment, there were no questions from the neighborhood and there are no adjustments to the set backs or land use.

**Favor:**

NONE

**Opposed:**

NONE

Public Hearing CLOSED AT 4:46PM

**Discussion**

Chairman Pro Tem Larson called for questions and discussion from the Board.

**Motion**

**Commissioner King made a motion and Commissioner Brooks seconded the motion to approve City Zone Change 977 with conditions proposed.**

<b>COMMISSIONER</b>	<b>Yes</b>	<b>No</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mike Larson	X			
Daniel J. Brooks	X			
Jack King	X			
Greg McCall	X			
Trina White	X			

**The Motion carried with a 5- 0 vote.**

**Other Business**

Election of Chair and Vice Chair.

Nominations: Commission King nominated Mike Larson for Chair, Commissioner White seconded the nomination.

Commissioner White asked Mike Larson if he would accept the nomination. Mike Larson replied he would accept the position, with the understanding there may be times he needs to be absent due to his wife’s current needs.

<b>COMMISSIONER</b>	<b>Yes</b>	<b>No</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mike Larson	X			
Daniel J. Brooks	X			
Jack King	X			
Greg McCall	X			
Trina White	X			

**Commissioner Larson was elected Chairman with a 5-0 vote.**

Commissioner Brooks nominated Greg McCall for Vice Chair, Mike Larson seconded the nomination. Mike Larson asked Commissioner McCall would except the nomination, Greg McCall replied in the affirmative.

COMMISSIONER	Yes	No	ABSTAINED	ABSENT
Mike Larson	X			
Daniel J. Brooks	X			
Jack King	X			
Greg McCall	X			
Trina White	X			

**Commissioner McCall was elected as Vice Chair with a 5-0 vote.**

**Our next meeting will be held virtually on July 7, 2020. There are 2 Special Reviews and 2 Zone Changes.**

**Adjournment: The meeting adjourned at 4:58PM.**

**ATTEST: APPROVED BY UNANIMOUS VOTE JULY 7, 2020**

