



**COUNTY OF YELLOWSTONE ZONING COMMISSION**  
**AGENDA-Monday, August 10, 2020 4:00 PM**  
**VIRTUAL VIDEO CONFERENCE FORMAT**

NOTICE TO THE PUBLIC

Due to the COVID-19 health concerns, the format of the County Zoning Commission meeting will be held in a virtual videoconferencing environment. The normal hearing room on the 1<sup>st</sup> Floor at 2825 3<sup>rd</sup> Ave North (Miller Building) will be closed during the meeting and no one will be attending this hearing in person. Public comment will be taken only during the Public Comment periods as indicated on the agenda, and during the Public Hearings under the Regular agenda. Comments may be sent to Board via email before 1:00 PM on Monday, August 10, 2020. All emails received prior to this time will be read into the record for the public hearing. The Public may call in during specific Public Comment periods at (406) 237-6165. All callers will be in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be restricted to 3 minutes of testimony as is customary. Live coverage can be viewed on the Billings-Planning & Community Services Facebook Page here;  
<https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/?ref=bookmarks>

**Call the meeting to order.**

**Introduction of the Yellowstone County Zoning Commission Members and Planning Department Staff.**

**Public Comment**

**Approval of Minutes:**

The minutes of the Board meeting of May 14, 2020

**Disclosure of any Conflict of Interest-Members of the Commission and Staff**

**Disclosure of an Outside (Ex Parte Communication)-Members of the Commission and Staff**  
**a. The Exparte Communication Binder is available at the Sign-In and Agenda Station.**

**Regular Business:**

- A. Opening of public hearings.
- B. Reading of rules for the procedure by which the public hearings will be conducted.
- C. Reading of notices of the public hearings on the following items:

**Public Hearings:**

- a. **County Zone Change 702 – 133 Eagle Cliff Meadows – from A-S to R-150** - A zone change request from Agricultural Suburban (A-S) to Residential-15,000 (R-150), on Certificate of Survey 1884 Tract 1A2, of Amended Tract 1, a 22.2 acre parcel of land. A pre-application neighborhood meeting was held on June 24, 2020 at 6:00 pm via Zoom meeting. Presented by Karen Husman, Planner I.

**Other Business/Announcements**

**Adjournment**

The **Board of County Commissioners** public hearing for **Zone Change 702**, will be held on **Tuesday, August 25, 2020, at 9:30 a.m.** The Board of County Commissioners will hear all persons wishing to speak relative to the proposed **zone change**. The Board of County Commissioners may also have specific public hearing procedures in place for this hearing date and time. Please contact the Board Secretary, Teri Reitz at 256-2798, for information regarding the Commissioners hearing.

Information on the preceding item may be obtained by contacting Yellowstone County Planning Department, 2825 3<sup>rd</sup> Avenue North, 4<sup>th</sup> Floor or phone 657-8246, Tammy Deines, Planning Clerk, at 247-8610 or e-mail at [deinest@billingsmt.gov](mailto:deinest@billingsmt.gov)

**County Zoning Commission**

**Meeting Date:** 08/10/2020

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**Information**

**Subject**

The minutes of the Board meeting of May 14, 2020

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**Attachments**

YZC\_2020\_05\_14\_\_DRAFT

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**Yellowstone County Zoning Commission  
DRAFT Minutes for the Meeting of  
Monday, May 14, 2020**

**The County Zoning Commission met on Monday, May 14, 2020 at 4:00 p.m.** Due to the COVID-19 health concerns, the format of the County Zoning Commission meeting will be held in a virtual videoconferencing environment. The normal hearing room on the 1<sup>st</sup> Floor at 2825 3<sup>rd</sup> Ave North (Miller Building) will be closed during the meeting and no one will be attending this hearing in person. Following the public hearing, the County Zoning Commission will make a recommendation to the Yellowstone County Commissioners.

The **Board of County Commissioners** public hearing will be held on **Tuesday, May 26, 2020 at 9:30 a.m.** The County Commissioners may, by majority vote, accept or reject the Zoning Commission’s recommendation. The Board of County Commissioners will hear all persons wishing to speak relative to the zone change.

Chairman Boucher opened the meeting and introduced the County Zoning Commission members and Planning Division staff: Nicole Cromwell, Zoning Coordinator. Karen Husman, Planner I, Tammy Deines, Planning Clerk

Commissioners and Staff		01/13/2020	02/10/2020	03/09/2020	04/13/2020	05/11/2020	06/08/2020	07/13/2020	08/10/2020	09/14/2020	10/12/2020	11/09/2020	12/14/2020
Jerry T. Ray	Commissioner	1	-	-	-	1							
Troy Boucher	Commissioner Chairman	1	-	-	-	1							
Ryan Wittman	Commissioner	1	-	-	-	E							
Tyler Bush	Commissioner Chairman	E	-	-	-	1							
Todd Hewett	Commissioner	1	-	-	-	1							

**Note:** Due to public health and safety reasons, notice is hereby given that the, Zoning Commission of Yellowstone County, Montana postponed the public meeting on Monday, April 13, 2020.

**Other Participants:** Marshall Phil, Blueline Engineering; Kolten Knatterud, IMEG, John Poukish; Sandy Selvey

**Public Comment**

Chairman Boucher asked if there was anyone wishing to speak during the public comment portion of the meeting. The Public may call in during specific Public Comment periods at (406) 237-6196. All callers will be in a queued system and are asked to remain on hold and be patient.



**Yellowstone County Zoning Commission  
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Calls will be taken in the order in which they are received. Callers will be restricted to 3 minutes of testimony as is customary.

**Disclosure of Ex Parte Communication: County Zone Change #700, Project Number 20-00050.** The Commissioners reported no Ex Parte Communications.

**Disclosure of Conflict of Interest: County Zone Change #701:** There was none.

**Motion. Approval of Minutes: January 13, 2020** (The February, March and April meetings were canceled).

**Motion**

**Commissioner Bush made a motion and Commissioner Hewitt seconded the motion to approve the January 13, 2020 meeting minutes as submitted.**

**The motion carried with a unanimous voice vote.**

**Item #1: County Zone Change #700**

Zoning Coordinator Nicole Cromwell read the legal notice for County Zone Change #700 into the record.

**REQUEST**

**Public Hearing. Motion/Recommendation to BOCC. County Zone Change 700 – Grand & 62<sup>nd</sup> St - A-1 to A-S & CC** - A zone change request from Agricultural Open Space (A-1) to Agricultural Suburban (A-S) and Community Commercial (CC), on Lots 89, 104 and 121 of Sunny Cove Fruit Farms, a combined 28.6 acre parcel of land. A pre-application neighborhood meeting was held on February 18, 2020 at, 3:00 p.m., at 1595 Grand Ave. Tax IDs: D04676, D04691, D04692

**RECOMMENDATION**

Approval of Zone Change #700 and adoption of the 11 criteria detailed in the summary section of this memo

Karen Husman, Planner I, gave a brief presentation, and explained the determinations for the Recommendation of approval.

**Public Hearing:** Chairman Bush opened the public hearing and asked if there is anyone wishing to speak in favor or against County Zone Change #700.

**Kolten Knatterud, IMEG. 175 N 27<sup>th</sup> Street, Suite #1312, Billings, MT**

Kolten Knatterud is the applicant's agent. Applicant John Poukish stated he is in agreement with the staff recommendation. Kolten Knatterud said the plan is to develop the northern portion as residential, and felt the triangular piece of land adjacent to the intersection would be ideal for future development as a commercial node, and that the ditch would be a nice buffer between the commercial piece and the residential.



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**Sandy Selvey, 1114 69th Street West, Billings, MT**

Mr. Selvey asked how the property would be developed, what type of commercial uses they were planning, if they were planning to have a traffic study completed, and what were they going to do about the ground squirrel colony. He said he was not against developing the property, just concerned about how it was being done.

**John Poukish, 306 Eby Creek Road, Egel, Colorado**

Mr. Poukish responded and said they had done some market research that indicated the daily trips at that intersection would not warrant a convenience store and gas station at this time. They were still looking into different options for commercial uses at that corner. There were no other public comments. Chairman Boucher called for presentation by the applicant.

**Discussion**

Chairman Boucher called for discussion. There was none.

**Public Hearing:**

Chairman Boucher opened the public hearing and called for anyone wishing to speak in favor or against County Zone Change #700.

Chairman Boucher called for anyone wishing to speak in favor or opposition to County Zone Change #700. There was none. Chairman Boucher closed the public hearing and called for a Motion.

**Motion**

**Commissioner Bush\*made a motion and it was seconded by Commissioner Hewitt to forward recommendation of approval and adoption of County Zone Change #700 with the findings of the 11 criteria based on the statutory (MCA 76-3-304) criteria for zone changes.**

Name	Favor	Against	Abstain	Absent
Chairman Boucher	1			
Commissioner Wittman	E			
Commissioner Ray	1			
Commissioner Bush	1			
Commissioner Hewett	1			

**The motion carries, 4-0. The YC Zoning Commission will forward a recommendation to the Board of County Commissioners of approval of County Zone Change #700.**



**Yellowstone County Zoning Commission  
DRAFT Minutes for the Meeting of  
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**Item #2:**

Zoning Coordinator Nicole Cromwell read the legal notice for County Zone Change #700 into the record.

**REQUEST**

**County Zone Change 701 – 2404 & 2410 Old Hardin Rd.** – R-150 to RMFR - A zone change request from Residential-15,000 (R-150) to Residential Multi-Family Restricted (RMFR) on Lots 17 & 18 Meadowbrook Subdivision, a 1.32-acre parcel of land. A pre-application neighborhood meeting was held on March 30, 2020 at, 6:00 p.m., at 2404 Old Hardin Road. Tax ID: C04821.

**RECOMMENDATION**

Approval of Zone Change #701 and adoption of the 11 criteria detailed in the summary section of this memo.

Karen Husman, Planner I, gave a brief presentation, and explained the determinations for the recommendation of approval.

**Public Hearing:** Chairman Bush opened the public hearing and asked if there is anyone wishing to speak in favor or against County Zone Change #700.

Chairman Boucher called for presentation by the applicant.

**Marshal Phil, Blueline Engineering, 724 1<sup>st</sup> Ave N., Billings, MT**

Mr. Phil is the agent for applicant Chris Vlahos., 832 Granite Estates Lane, Billings, MT. Mr. Phil explained the request was to allow development of the property as multi-unit housing. He said the neighborhood meeting indicated a few residents against the zone change with concerns about increased traffic as well as impacts on storm water runoff. He said there were also some in favor, including the Lockwood Steering Committee representative, Bob Riehl, who said there was a need for more multi-family housing.

**Public Hearing:**

Chairman Boucher opened the public hearing and called for anyone wishing to speak in favor or against County Zone Change #700. There were no comments from the public. Chairman Boucher closed the public hearing and called for a Motion.

**Motion**

**Commissioner Bush made a motion and it was seconded by Commissioner Hewitt to forward recommendation of approval and adoption of County Zone Change #700 with the findings of the 11 criteria based on the statutory (MCA 76-3-304) criteria for zone changes.**



**Yellowstone County Zoning Commission  
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Monday, May 14, 2020**

<b>Name</b>	<b>Favor</b>	<b>Against</b>	<b>Abstain</b>	<b>Absent</b>
Chairman Boucher	1			
Commissioner Wittman	E			
Commissioner Ray	1			
Commissioner Bush	1			
Commissioner Hewett	1			

**The motion carries, 4-0. The YC Zoning Commission will forward a recommendation to the Board of County Commissioners of approval of County Zone Change #700.**

**OTHER BUSINESS**

a. **Announcement:** The next Yellowstone County Zoning Commission meeting is scheduled for Monday, June 8, 2020, (Depending on application submittals).

**Adjournment**

**DRAFT. To be approved by a motion at the next scheduled meeting.  
*Tamara L. Deines, Planning Clerk***



**County Zoning Commission**

**Meeting Date:** 08/10/2020

**SUBJECT:** County Zone Change 702 - 133 Eagle Cliff Meadows

**THROUGH:** Karen Husman

**PRESENTED BY:** Karen Husman

**Information**

**REQUEST**

**County Zone Change 702 – 133 Eagle Cliff Meadows – from A-S to R-150** - A zone change request from Agricultural Suburban (A-S) to Residential-15,000 (R-150), on Certificate of Survey 1884 Tract 1A2, of Amended Tract 1, a 22.2 acre parcel of land. A pre-application neighborhood meeting was held on June 24, 2020 at 6:00 pm via Zoom meeting. Presented by Karen Husman, Planner I.

**RECOMMENDATION**

Approval of Zone Change 702 and adoption of the 11 criteria for this zone change provided within this report.

**APPLICATION DATA**

OWNER: Wayne & Mary K Rottrup

AGENT: Scott Aspenlieder, Performance Eng., LLC

LEGAL DESCRIPTION: Certificate of Survey 1884 Tract 1A2, of Amended Tract 1

SIZE OF PARCEL: 22.2 acres

EXISTING LAND USE: Agricultural

PROPOSED LAND USE: Residential

EXISTING ZONING: Agricultural Suburban

PROPOSED ZONING: Residential 15,000 (R-150)

**CONCURRENT APPLICATIONS**

None. A pre-application meeting was held with Planning and county staff in April 2020 for a new subdivision of this property.

**APPLICABLE ZONING HISTORY**

SUBJECT PROPERTY	Zone Change	DATE	FOR	APPROVED (Y/N)
Eagle Cliff Meadows	ZC 422	Nov 1991	A-1 to A-S	Y
SIMILAR PROPERTY	Zone Change	DATE	FOR	APPROVED (Y/N)
Harvest Lane Sub & Hamberg Sub (West End)	228	1/23/1979	ZC from A-1 to R150	Yes
Sierra Estates 3rd Filing (Lockwood)	575	11/29/2004	A-1 to R-96	Yes
2230 S 44th St. W (West End)	683	9/26/2017	ZC from A-1 to R150	Yes
C/S 1285 Tr 1, C/S 1321 & C/S 1186 (West End)	197	8/1/1978	ZC from A-1 to R150	Yes
Copper Valley Estates - Copper Valley Circle (Lockwood)	504	10/2/1998	ZC from R-96 to R-150	Yes

I30 Maier Rd (Lockwood)	485	12/9/1997	ZC from CI to R-150	Yes
C/S 1186 Tr 4A (West End)	464	11/2/1995	ZC from A-1 to R150	Yes
C/S 1285 Tr 2,3,4 (West End)	382	9/10/1985	ZC from A-1 to R150	Yes
McGuinness Sub (West End)	450	6/14/1994	ZC from A-1 to R150	Yes
C/S 1100 Tr 2 (West End)	274	3/4/1980	ZC from A-1 to R150 & NC	Yes
Old Hardin Rd (Lockwood)	662	8/10/15	CC to HC	Yes

## SURROUNDING LAND USE & ZONING

NORTH: Zoning: R-96

Land Use: Residential/Agricultural

SOUTH: Zoning: A-S

Land Use: Residential/Agricultural

EAST: Zoning: Unzoned

Land Use: Agricultural

WEST: Zoning: A-1

Land Use: Agricultural

## BACKGROUND

The current zoning, A-S, was approved by the County in 1991 by Zone Change 422. The applicant is requesting a zone change from Agriculture Suburban (A-S) to Residential 15,000 (R-150) on the southwestern 22.2 acres of Certificate of Survey 1884 Tract 1A2, of Amended Tract.

The applicant intends to subdivide the property into residential lots within the zoning jurisdiction. In order to process the proposed subdivision, the zone change must be completed and approved in order to have lots less than one acre, the minimum required for A-S zoning.

A neighborhood meeting was conducted by the applicant on June 24, 2020 via an online Zoom meeting. Scott Aspenlieder, Performance Engineering, LLC explained the zone change request to R-150 was not for the entire property, but for the southwest 22.2 acres of the parcel. The attendees were provided a copy of the subdivision proposal. There was discussion regarding the residential use of the property, and the difference between the R-96 and the R-150 zoning.

Planning staff has reviewed this application and is forwarding a recommendation of approval for the proposed zone change based on the 11 criteria for zone changes. The property is adjacent to low density residential and agricultural uses. It is in line with the existing growth in this area and would be compatible with what is already there. The proposed zoning would be a predictable land use.

## SUMMARY

### PROPOSED ZONING COMMISSION DETERMINATIONS

The Yellowstone County Zoning Commission, prior to any recommendation, shall consider the following:

1. *Is the new zoning designed in accordance with the Yellowstone County 2008 Growth Policy?*

The proposed zoning does comply with the following goals of the Yellowstone County Growth Policy and area plans:

- Prohibit high intensity commercial development in residential areas.

*This zone change would only allow low density residential in an area of the county that has already seen low density housing developments.*

- Predictable land use decision that are consistent with neighborhood character and preferred land use patterns identified in neighborhood plans.

*This zone change would allow for low density uses adjacent to existing low-density uses and neighborhoods. This is consistent with the neighborhood character.*

- New developments that are sensitive to and compatible with the character of adjacent development.

*This property is adjacent to existing low density residential uses. This is compatible with the adjacent development.*

2. Is the new zoning designed to secure from fire and other danger?

The subject property is currently served by the Lockwood Fire Department. The nearest fire station is located at 501 Johnson Lane, approximately 1.7 miles north and west of the subject property.

3. Will the new zoning facilitate the provision of transportation, water, sewerage, schools, parks and other public requirements?

**Transportation:** The new zoning will increase traffic on Eagle Cliff Meadows. The proposed use, residential development, may require a traffic study to be done during the subdivision review process.

**Water and Sewerage:** The property would have to be served by either individual septic systems or common septic systems. These parcels are not served by the Lockwood Sewer District and there is no plan to provide sewer service to this area. Any wastewater disposal system will need to be approved by Environmental Health, and would have to be reviewed and approved by Montana Department of Environmental Quality (MDEQ) prior to development.

Water will be supplied by the Lockwood Water and Sewer District.

**Schools and Parks:** The proposed zoning would impact three schools as it develops, Lockwood Elementary, Lockwood Middle and Lockwood High School.

**Fire and Police:** The subject property is serviced by the Lockwood Fire Department and the Yellowstone County Sheriff's Department. Fire protection will be evaluated at the time of a development plan.

4. Will the new zoning promote health and general welfare?

The new zoning will allow development of property that is adjacent to residential and agricultural property in all directions. The current zoning, A-S, allows low density single family dwellings, (1 per 1 acre) and agricultural uses. The proposed Residential 15,000 zoning will allow the owner to develop the property in a similar fashion as what is to the east and south. This will promote the health and general welfare of the area by developing in a similar manner as what is in the area.

5. Will the new zoning provide adequate light and air?

The proposed zoning would require minimum setbacks, maximum building heights and maximum lot coverage. These requirements should allow adequate light and air to reach the subject property and adjacent properties.

6. Will the new zoning effect motorized and non-motorized transportation?

The proposed zoning itself will not generate more traffic on adjacent streets. Future development will add to both motorized and non-motorized activity on the area street system. There are no pedestrian facilities currently on the area streets, but there are unmarked trails throughout the adjacent private property. Sidewalks will be constructed in the development per the County Subdivision Regulations and provide some pedestrian safety and connectivity within the future development.

7. Will the new zoning be compatible with urban growth in the vicinity?

The proposed zoning is compatible with adjacent rural residential development. The current zoning and existing residential and agricultural development is consistent with the area and so would the proposed zoning should the zone change be granted.

8. Does the new zoning consider the character of the district and the suitability of the property for particular uses?

The subject property is in an area that has low density residential development and agricultural uses. The property is suitable for R-150 uses directly adjacent to these residential and agricultural uses. There is R-96 to the north and west, and A-1 and A-S zoning to the south and west, and directly east is outside of the zoning area. The character of the area will change with more density with the proposed residential uses which follow the goals and policies of the Growth Policy for Yellowstone County.

9. Will the new zoning conserve the value of buildings?

The new zoning will allow the development of new residential uses adjacent to agricultural and residential uses. The new residential uses will result in market values for adjacent residential properties to remain stable or possibly increasing with new interest in living in the area.

10. Will the new zoning encourage the most appropriate use of land in Yellowstone County? The property is suitable for the proposed residential development. This area of south east of Billings has been zoned agricultural and residential since 1973. This is the most appropriate use of land in this area of the County and will encourage

similar residential development to what is already in this part of the County.

11. Will the new zoning be as compatible as possible with adjacent zoning in the City of Billings?

The proposed zoning is not compatible with urban development in the City of Billings. It is too low density for efficient service delivery. Lockwood Water and Sewer District enables higher density urban-style development in Lockwood, but it appears the Lockwood Sewer District will not service this area so lot size is limited due to septic systems.

## **RECOMMENDATION**

Approval of Zone Change 702 and adoption of the 11 criteria for this zone change provided within this report.

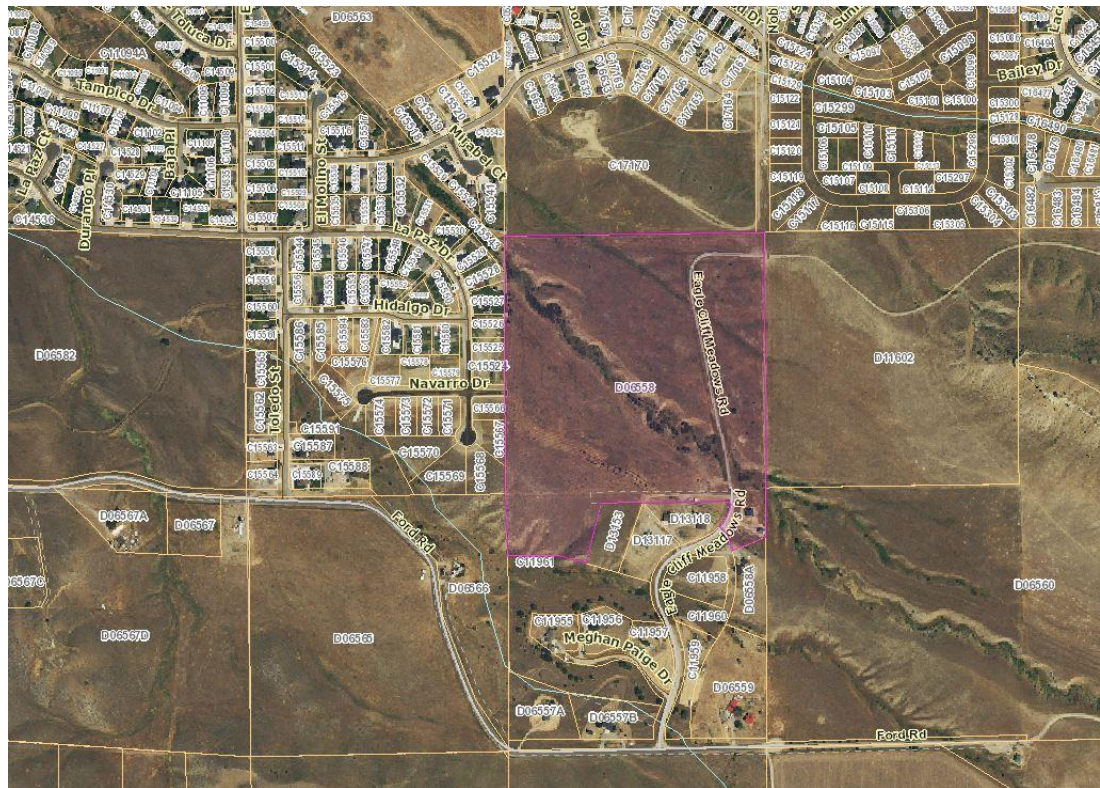
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## **Attachments**

Zoning Map & Site Photos  
Application & Applicant Letter  
Neighborhood Mtg info  
Site Plan

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# Zoning Map & Site Photos





Subject Property



Looking North West



Looking South



Looking North



West



East

Application & Applicant Letter

APPLICATION FORM

PZX  
20-00151

COUNTY ZONE CHANGE County Zone Change # 702 - Project # \_\_\_\_\_

The undersigned as owner(s) of the following described property hereby request a Zone Change as outlined in the Yellowstone County Unified Zoning Regulations.

Present Zoning: Agricultural Suburban

Proposed Zoning: R-15 / Residential 15,000

Tax ID # D06558 COUNTY COMMISSIONER DISTRICT # 1

Legal Description of Property: 29, T01N, R27E, C.O.S. 1884, TRACT 1A2, AMND TR 1  
(LESS EAGLE CLIFF MEADOWS SUB1 1ST & COS 3425 & 3484)

Address or General Location (If unknown, contact County Public Works): 133 Eagle Cliff Mdws

Size of Parcel (Area & Dimensions): 22.2 Acres (966,795 SF)

Present Land-Use: Agricultural

Proposed Land-Use: Residential

Covenants or Deed Restrictions on Property: Yes \_\_\_\_\_ No X

If yes, please attach to application

\*\*\* Additional information may be required as determined by the Zoning Coordinator in order to fully evaluate the application.

Owner(s): Wayne & Mary K Rottrup

(Recorded Owner) 4143 Ford Road Billings, MT 59101-7150

(Address)

(Phone Number) (email)

Agent(s): Performance Enginnering, LLC - Scott Aspenlieder

(Name) 608 N 29th St Billings, MT 59101

(Address) 406-384-0080 scott@performance-ec.com

(Phone Number) (Email)

I understand that the filing fee accompanying this application is not refundable, that it pays for the cost of processing, and that the fee does not constitute a payment for a Zone Change. Also, I attest that all the information presented herein is factual and correct.

Signature: Wayne & Mary K Rottrup Date: 6/30/20  
(Recorded Owner)

6/30/20  
VIA PZX

**1. In what ways is your proposal consistent with the goals and policies of the adopted Growth Policy?**

The lot of interest is currently zoned Agricultural Suburban. The land surrounding the property is Agricultural Suburban to the south and east, and Residential 9,600 to the north and west. The Growth Policy has several goals that would be met by changing the zoning of the property from Agricultural Suburban to Residential 15,000.

First, existing site use is incompatible with the current zoning under the current zoning ordinances and subdivision regulations. The existing site is currently undeveloped. The owner is looking into building a residential subdivision where construction is not allowed in Agricultural Suburban zones. This issue would be resolved by changing the zoning to Residential 15,000 which would align with other surrounding Residential 9,600 zones to the north and west and have little impact on neighboring Agricultural zones.

Second, neighborhoods experiencing pressures from new development and land use changes also cause issues. The goal is to have predictable land use decisions that are consistent with neighborhood character and preferred land use patterns. Having the land zoned Residential 15,000 will accomplish these goals and provide continuity and consistency.

Third, the proposed zone change will further develop an infill property, a priority in the Growth Policy. The existing zoning has prohibited the lot owner from further developing the property. Rezoning will continue the growth of Lockwood's expansion.

**2. Explain your need for the intended zone change and why the property cannot be used under the existing zoning. Explain how the new zoning will fit in with the existing zoning and land uses of the immediate area.**

The proposed development plan is to develop single-family homes located in the proposed subdivision. Agricultural Suburban zoning does not allow this type of development. The Residential 15,000 zone will allow the development of the subdivision. The land surrounding the property is Agricultural Suburban and Residential 9,600. The proposed land use will match surrounding land uses, having an insignificant impact on the neighboring community.

# Pre-Application Minutes

## Pre-Application Statement of Owner(s) or Agent(s)

The owner(s), contract purchasers (if any) and agents (if any) are required to submit this completed form and any attachments along with a completed zone change application packet, including any required fees, for a zone change to be processed by the Planning Division.

1. **Present Zoning:** Agricultural Suburban
2. **Written description of the Zone Change Plan** including square footage or acres of proposed new zoning: A 22.2 acre section of tract 1A2 of COS 1884 will be changed to zone R-15000
3. **Subject Property Map:** please attach to this form
4. **Legal Description of Property:** S29, T01N, R27E, C.O.S. 1884, TRACT 1A2, AMND TR 1  
(LESS EAGLE CLIFF MEADOWS SUB1 1ST & COS 3425 & 3484
5. **Roster of persons who attended the pre-application neighborhood meeting:** please attach to this form
6. **A copy of the meeting notice.** please attach to this form
7. **A brief synopsis of the meeting results.** please attach to this form
8. **The undersigned affirm the following:**
  - 1) The pre-application neighborhood meeting was held on the 24, day of June, 2020.
  - 2) The zone change application is based on materials presented at the meeting.

**Owner (s):** Wayne & Mary K Rottrup Telephone: \_\_\_\_\_

Address: 4145 Ford Rd Billings, MT 59101-7150 Email: \_\_\_\_\_

**Agent (s):** Performance Engineering, LLC Telephone: 406-384-0080

Address: 608 N 29th St Billings, MT 59101 Email: scott@performance-ec.com

June 16, 2020

Dear Interested Neighbor,

On behalf of YPS Construction, *Performance Engineering, LLC* is writing to inform you of a zoning pre-application neighborhood meeting being held on **Wednesday, June 24<sup>th</sup>**, at **6:00 p.m.** Due to recent concerns surrounding public health and safety regarding COVID-19, **the zoning pre-application meeting will be held online via Zoom.**

**Please see the following information below for the material to access the Zoom meeting:**

Go to the following Website: **zoom.us/join**  
Meeting ID: **864 5606 2774**  
Password (Case Sensitive): **626ECEZ**

The owner is requesting that the property shown on the attached exhibit (Exhibit 1) and described below be re-zoned to accommodate future development:

**A section of Tract 1A2 of Certificate of Survey 1884, Section 29, Township 01N, Range 27E, in Yellowstone County totaling 22.2 acres, located on the east end of Navarro Drive and north end of Eagle Cliff Meadows Road.**

The intent of the meeting is to make neighboring property owners aware of the proposed zoning change for the subject property, discuss the potential for redevelopment, and to answer questions about the project. The property is currently zoned as **Agricultural Suburban**. The zoning proposal to be presented to *Yellowstone County* will be to change the zoning of the land described above from **Agricultural Suburban** to **R-15000** to accommodate development of a new subdivision. A total of 22.2 acres is included in the proposed zone change. The current zoning code definition for **R-15000** is as follows:

**"A zone intended to provide for low density, single-family residential developments in areas which may or may not be serviced by a public water and/or sewer system."**

Representatives for *Performance Engineering, LLC* as well as YPS Construction, will be present at the meeting to answer questions from those who attend. For those unable to attend the meeting, written letters can be directed to Performance Engineering at **608 North 29<sup>th</sup> Street, Billings, MT 59101**, attention Scott Aspenlieder, or emails may be sent to [scott@performance-ec.com](mailto:scott@performance-ec.com). We look forward to discussing the proposed zoning change with you and hope to see you on **June 24<sup>th</sup>**.

Sincerely,



Scott Aspenlieder, PE  
Principal



June 24<sup>th</sup> 2020 6:00pm  
ZOOM Conference Meeting

Meeting Notes  
*Eagle Cliff Estates Subdivision*

Representatives: Craig Dalton (PE)

Attendees

4 Attendees Total

Points of Discussion

Brief review of Project Development  
Addressed Comments/Concerns from Home/Property owners

Project Development

Development of a residential subdivision in Lockwood

Home/Property Owners Comments, Concerns, & Questions

- Attendees had minimal questions or concerns
- Attendees requested further information regarding the difference between R-96 and R-15 zones
- Attendees requested information about the start of construction of the proposed project (currently unknown)

Meeting Adjourned 6:15 pm.

1 Page

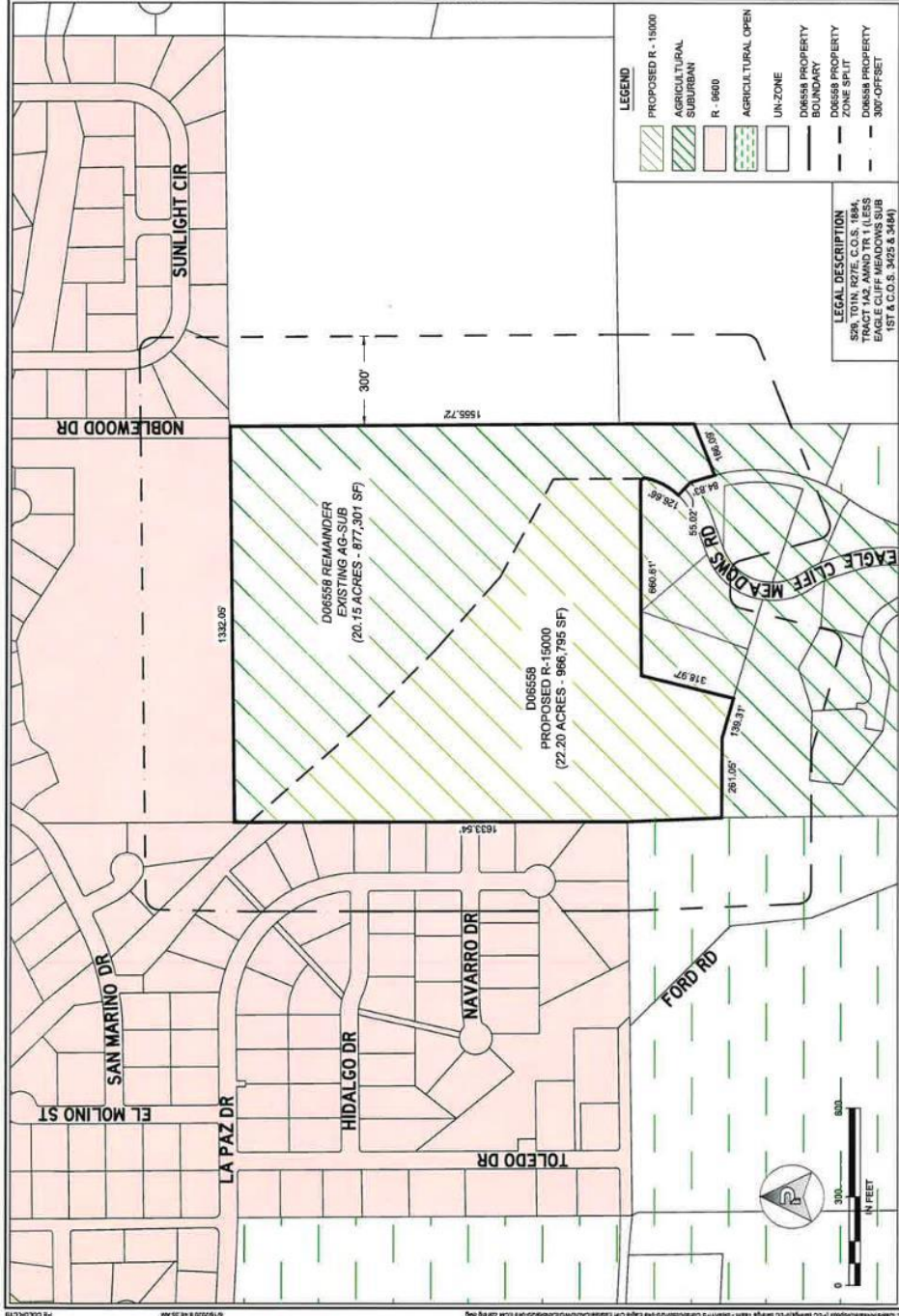


EAGLE CLIFF ESTATES  
LOOKWOOD, MT

SUBDIVISION  
ZONING MAP

PROJECT NUMBER  
2020-046  
SHEET NUMBER  
1 OF 1  
DRAWING NUMBER  
**EX 1**  
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NO.	DATE	DESCRIPTION



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