

# 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	01/14/2020	01/28/2020	02/11/2020	02/25/2020	03/10/2020	03/24/2020	04/14/2020	04/28/2020	05/12/2020	** 05/27/2020	06/09/2020	06/23/2020	07/14/2020	07/28/2020	08/11/2020	08/25/2020	09/09/2020	09/22/2020	**10/14/2020	10/27/2020	11/10/2020	11/24/2020	12/08/2020
<b>Dave Goodridge</b>	Mayor/Billings Ward I	1	1	E	1	-	-	-	-	1	1	E	E	1	1	E	-	1	R	R	R	R	R	R
<b>Heidi Jensen-Christison</b>	Mayor/Billings Ward II	-	-	-	1	-	-	-	-	1	1	1	1	1	E	1	-	E	E	-	A			
<b>Eric Wallace</b>	Mayor/Billings Ward III	1	1	1	1	-	-	-	-	E	1	1	1	1	1	A	-	1	1	-	1			
<b>Darell Tunncliff</b>	Mayor/Billings Ward IV	1	1	1	E	-	-	-	-	1	1	1	1	1	1	A	-	1	1	-	1			
<b>Jon Thompson</b>	Mayor/Billings Ward V	1	E	1	1	-	-	-	-	1	E	1	1	1	1	1	-	E	1	-	1			
<b>Troy Boucher</b>	YC District 1	1	E	1	1	-	-	-	-	1	-	1	E	1		A	-	1	1	-	1			
<b>Dennis Cook</b>	YC District 2	1	1	1	1	-	-	-	-	1	1	1	1	1	1	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	-	-	-	-	1	1	1	1	1	1	1	-	1	1	-	1			
<b>Vacant</b>	YC District 6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
<b>Jarett Hillius</b>	YC District 7	1	1	1	1	-	-	-	-	1	1	1	1	1	1	1	-	1	1	-	1			
<b>Vacant</b>	Y County Cons. District	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
<b>Scott Reiter</b>	<b>Ex-Officio SD2</b>		1	E	1	-	-	-	-	1	-	1	-	E	1	-	-			1	-	1		

**October 27, 2020**

**Virtual Video Conference Format**

*Approved by a motion on November 10, 2020*

**PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES.** Due to the COVID-19 health concerns, the format of the Yellowstone County Board of Planning meeting will

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be held in a virtual videoconferencing environment. The normal hearing room on the 1st Floor at 2825 3rd 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 Tuesday, October 27, 2020. All emails received prior to this time will be read into the record for the public.

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: <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/?ref=bookmarks>

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

President Woods called the meeting to order at 6:00 p.m. on Tuesday, October 27, 2020

### **Introduction of Planning Board Members and Planning Department Staff**

President Woods called for introductions of the members of the Planning Board and staff.

**Participating Planning staff members:** Monica Plecker, Planning Division Manager; Elyse Monat, Active Transportation Planner, Tammy Deines, Planning Clerk

**Other Participants:** Stephanie Byer

**Disclosure of Outside (Ex Parte) Communication or Conflicts of Interest– Board Members and Planning Staff.** There were no declarations of ex parte communications or conflicts of interest.

### **Approval of the October 27, 2020 Agenda**

**Board member Cook made a motion and Board member Hillius seconded the motion to approve the October 27, 2020 meeting agenda as submitted. The motion carried with a unanimous voice vote.**

**Approval of Minutes:** September 9, 2020; September 22, 2020. The October 13, 2020 meeting was canceled due to a lack of agenda items.

**September 9, 2020:** Board member Hillius moved and Board member Cook seconded the motion to approve the September 9, 2020 meeting minutes with corrections on Page 2. The motion carried with a unanimous voice vote.

**September 22, 2020:** Board member Thompson moved and Board member Cook seconded the motion to approve the September 22, 2020 minutes with corrections on Pages 4 and 7. The motion carried with a unanimous voice vote.

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**Public Comment:** 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 no public comments. President Woods announced the public all in phone number: 406-237-6165.

Planning Clerk Tammy Deines reported no calls with requests for public comment.

**7. OLD BUSINESS:** There is no Old Business.

### **8. NEW BUSINESS:**

#### **8a. Presentation/Board Discussion. City of Billings Complete Streets Progress Report 2020.**

**Elyse Monat, Active Transportation Planner, presenting.**

Elyse Monat opened the presentation for the 2020 Progress report.

**Report Partners are:** Healthy by Design; RiverStone Health; City of Billings MET Transit; LIFTT; City of Billings, Public Works Department; City of Billings Planning & Community Services and Kathy Aragon.

#### **What are Complete Streets?**

No one design, but can include a variety of elements:

- Sidewalks      Bike lanes      Trails
- Transit stops      Frequent and safe crossings      Median islands
- Curb extensions      Narrower travel lanes      Roundabouts
- And more

#### **Complete Streets History**

##### **Grassroots effort led by Healthy by Design (HBD) in 2011**

- Benchmark Report published in 2013
- Updated in 2016. Arterial and collector projects brought to Council at 30% review stage
- "Intent of the City Council to encourage healthy, active living; reduce traffic congestion; and improve the safety and quality of life of Billings residents by providing safe, convenient, and comfortable routes for walking, bicycling, and public transportation"
- Progress Reports published every three years

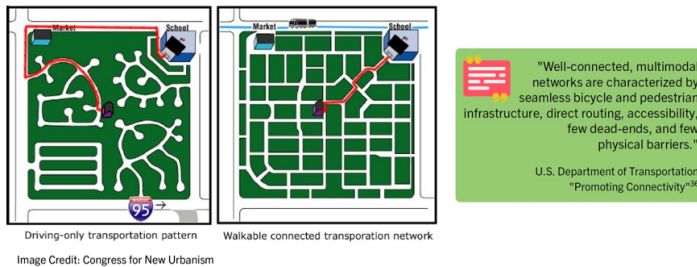
Elyse Monat continued with and overview.

- **Pedestrian Counts**-Average per Hour Pedestrian Counts (2013-2019); Sidewalk Inventory; Statistics-Crashes Involving Pedestrians
- **Bicycling Statistics**-Counts (2013-2019); Crashes Involving Bicyclists; Yearly Shared Use Paths Mileage Added & Total; Yearly Bike Lane Mileage Added and Total Cumulative Miles.

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- **Transit Statistics-** Yearly Ridership Trends by Passenger Type FY16-Fy-19. Yearly Bike Rack and Lift Uses on MET buses
- **Automobile Statistics.** All Mode Crash Data Trends 2009-2018; City of Billings Commute Mode Share 2011-2018;
- **Connectivity**  
**What is Connectivity?**



## Discussion

Board member Thompson commented he experienced a dramatic increase in the number of bicyclists this summer. Elyse Monat said they are working through this summer's data but they did see a dramatic increase in trail use during the COVID pandemic. Board member Hillius asked how Billings compares to similar communities of our size for connectivity. Elyse Monat noted the new requirements for sidewalks in County residential areas and commented on other means for improving connectivity. No action is required on this item. Director Friday stated the complete report is available for those interested.

## 9. OLD BUSINESS There is no Old Business.

### 9A. Standing Item) Long Range Strategic Issues and an overview of future City and County issues and projects.

**9a1. Lockwood TEDD Intergovernmental Cooperation. Planning Staff and President Woods**  
President Woods stated he attended the City Council meeting. The City approved the wastewater agreement with Lockwood to expand the TEDD area for service for wastewater with a vote of nine members in favor and two members in opposition. There is an extra surcharge for treatment for the TEDD area. The City wished to see a sign-off for the County. The County wrote a letter regarding work on the Inner Belt Loop project. The City Administrator asked for language regarding water in the agreement for clarity reasons. The Lockwood Water and Sewer District will give this consideration and if it is not approved, it will return to the City. The District will meet on November 9, 2020. President Woods said he is excited to see the TEDD move forward as it will be good for everyone. Wyeth Friday said staff would share the letter with the Board members with an e-mail. Discussion will be held with Staff, City Council, and the BOCC regarding the InterLocal

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Agreement starting with the Inner Belt Loop area. He said staff would have more details on the schedule for BUILD grant projects soon. President Woods said this segues into conversations on the jurisdiction-zoning boundary.

### **9a2. Update. Discussion. Project RE: Code. Monica Plecker, Planning Division Manager**

Ms. Plecker noted the memo distributed by e-mail to the Board prior to this meeting with the meeting dates below and stressed that the upcoming meetings are critical. She thanked members for their faithfulness in attending the public hearings. She encouraged Working Group members to engage with the City Council members for the governing body adoption. Over three and half years of time and effort has gone into this project. President Woods commended Zoning Coordinator Nicole Cromwell for her work and knowledge with the zoning code. He stated he is impressed with the presentations and the progress. He encouraged Board members to participate when they are able. Director Friday thanked President Woods and Board member Tunnickliff for their participation and input during the last City Council meeting. He said Nicole Cromwell would provide a compilation of questions and answers from citizens since the meeting. Division Manager Plecker commented it is helpful for Board members to share their experiences and comments related to the process they have been through with Project RE:Code.

#### **Project RE:Code Dates of Significance**

October 29 – Board of County Commissioners Discussion Meeting

November 2 – City Council Discussion

November 9 – City Council Public Hearing and 1<sup>st</sup> Reading

November 10 – Board of County Commissioners Resolution of Intent to establish public hearing date

November 23 – City Council 2<sup>nd</sup> Reading (effective 30 days from this date)

December 15 – Public Hearing and Resolution to adopt

The Council hearings and Commissioner Meetings are broadcast live on Community 7 TV at <http://www.comm7tv.com/>. For City Council meetings the public call in number is 237-6196 and for the November 10<sup>th</sup> 9:30 am BOCC meeting, public comment can be received via phone by calling (866) 876-1424, follow the prompts, and use access code 6002703#.

For further information, please reach out to Director Wyeth Friday, Zoning Coordinator Nicole Cromwell, or Division Manager Monica Plecker.

**9a3. Planning Board Officer Nomination Committee.** President Woods will reach out to Board members and announce the nomination committee members during the next Planning Board meeting. Ms. Plecker commented on the Zoning Commission meetings and said she appreciated the Board members and Commissioners attendance. There are several upcoming critical dates in relation to Project Re:Code. She stated that now more than ever, the Board's participation is needed, and she asked members to please consider participating in any capacity.

**ADJOURNMENT: 6:50 PM**

**APPROVED BY A MOTION- November 10, 2020**

***--Tamara L. Deines, Planning Clerk***

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