

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	01/12/2021	01/26/2021	02/09/2021	02/23/2021	03/09/2021	03/23/2021	04/13/2021	04/28/2021	05/11/2021	** 05/27/2021	06/09/2021	06/22/2021	07/13/2021	07/27/2021	08/10/2021	08/24/2021	09/14/2021	09/22/2021	**10/14/2021	10/27/2021	11/10/2021	11/24/2021	12/08/2021
Teresa Larsen	Mayor/Billings Ward I	1	1	1	1	1	1	1	E	1	E	-	1	1	E	E	1	1						
Heidi Jensen-Christison	Mayor/Billings Ward II	1	1	E	1	1	E	1	E	1	E	-	E	R	-	-	-	-						
Dennie Stephenson	Mayor/Billings Ward III	1	1	1	1	1	1	1	1	1	1	-	E	1	1	1	1	1						
Darell Tunnickliff	Mayor/Billings Ward IV	1	1	1	1	1	1	1	1	1	1	-	1	1	1	E	E							
Jon Thompson	Mayor/Billings Ward V	1	E	1	1	E	1	1	1	E	1	-	1	E	1	E	E	1						
Troy Boucher	YC District 1	1	1	1	E	1	E	1	1	A	E	-	1	E		1	E							
Dennis Cook	YC District 2	1	1	1	1	1	1	1	1	1	1	-	A	1	E	1	E	1						
Vacant	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Vacant	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Woody Woods	YC District 5	1	1	1	1	1	1	1	1	1	1	-	1	1	1	1	1	1						
Vacant	YC District 6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Jarett Hillius	YC District 7	1	1	1	E	1	1	E	1	1	1	-	1	E	1	1	1	1						
Vacant	Y County Cons. District	-	-	-	-	-	-	-	-	-	-	-	-	-	-	E	-	-						
Scott Reiter	Ex-Officio SD2	-	-	-	1	E		E	E	A	1	-	E	E	E	1		E						

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September 14, 2021

DRAFT- To be approved by a motion on September 28, 2021

PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES.

As legally advertised, The Yellowstone County Board of Planning met on September 14, 2021 in the Miller Building 1st Floor Conference Room.

Citizens are invited to:

→Review the Agenda Packet on the City's website at: <https://ci.billings.mt.us/117/Agendas-Minutes>

→View the meeting live online at Facebook: <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260>

Public comment will be taken only during the Public Comment periods as indicated on the agenda and during the Public Hearings, if any are scheduled, under the Regular agenda. Comments may be sent to Board via email before 10:00 AM on the meeting date. All emails received prior to this time will be read into the record for the public hearing. Comments may be submitted by:

- Mail: City/County Planning Division, 2825 3rd Ave N 4th Floor, Billings, MT 59101
 - Email: deinest@billingsmt.gov
- Call in during the Public Comment periods as indicated on the agenda:
 - Citizens may call in during specific Public Comment periods at **406.237.6165**. All callers will be placed 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 limited to 3 minutes of testimony as is customary. Future delivery methods may be explored as best practice is learned.

Call the Meeting to Order

President Woods called the meeting to order at 6:00 p.m. on Tuesday August 24, 2021.

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: Dave Green, Planner II; Tammy Deines, Planning Clerk

Others in Attendance: Sarah Plath, Sanderson Stewart; Gary Oakland, Oakland Companies; Landy Leep, Oakland Companies

Approval of the September 14, 2021 Agenda

Board member Tunnicliff made a motion and Board member Cook seconded the motion to approve the August 24, 2021 meeting agenda. The motion carried with a unanimous voice vote.

Approval of Minutes: –Approval of the August 10, 2021 August 24, 2021 meeting minutes is delayed.

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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.**

Disclosure of Outside (Ex Parte) Communication or Conflicts of Interest– Board Members and Planning Staff. – NONE

7. OLD BUSINESS: There is No Old Business.

8. NEW BUSINESS

8a. Plat Review. Board Discussion. High Sierra Subdivision, 17th-20th Filings, Dave Green, Planner II

Planner Dave Green opened this agenda item with a staff presentation, High Sierra Subdivision, Filings 17-20, Major Preliminary Plats, with a depiction of the overall Master Site Plan for High Sierra Subdivision. He stated that the existing for these filings is Suburban Neighborhood, N3. He said the parkland dedication carries over to this submittal as well and has been met with the 14th Filing. For the 19th Filing, .117 acres will be met with a cash-in-lieu contribution. The streets will be public streets and build to City standards. There is a stormwater master plan in place and water and sewer lines will be extended through out the subdivisions. Connections will be looped as much as possible. These parcels are within School District #2 with Sky View High School under capacity and the elementary schools at capacity. Sidewalks will be installed per the Conditions that Run with the Land.

RECOMMENDATION

Staff proposes the Planning Board recommend conditional approval of the preliminary plat of High Sierra Subdivision, 17th, 18th, 19th, and 20th Filings to the City Council, and adopt the Findings of Fact as presented in the staff report.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

On August 2, 2021, Sanderson Stewart, agent for High Sierra II, Inc., applied for preliminary major plat approval for **High Sierra Subdivision, 17th Filing**. The proposed subdivision creates 38 lots for residential development. The subject property is generally located north of Matador Avenue, west of Entrada Road in Billings Heights. The property is zoned Suburban Neighborhood (N3). The proposed lots will follow the current zoning for lot frontage.

On August 2, 2021, Sanderson Stewart, agent for High Sierra II, Inc., applied for preliminary major plat approval for **High Sierra Subdivision, 18th Filing**. The proposed subdivision creates 26 lots for residential development. The subject property is generally located north of Entrada Road and

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also west of Entrada Road in Billings Heights. The property is zoned Suburban Neighborhood (N3). The proposed lots will follow the current zoning for lot frontage.

On August 2, 2021, Sanderson Stewart, agent for High Sierra II, Inc., applied for preliminary major plat approval for **High Sierra Subdivision, 19th Filing**. The proposed subdivision creates 17 lots for residential development. The subject property is generally located west of Entrada Road and east of Matador Avenue in Billings Heights. The property is zoned Suburban Neighborhood (N3). The proposed lots will follow the current zoning for lot frontage.

On August 2, 2021, Sanderson Stewart, agent for High Sierra II, Inc., applied for preliminary major plat approval for **High Sierra Subdivision, 20th Filing**. The proposed subdivision creates lots for residential development. The subject property is generally located west of Entrada Road and east of Matador Avenue in Billings Heights. The property is zoned Suburban Neighborhood (N3). The proposed lots will follow the current zoning for lot frontage.

VARIANCES REQUESTED - The applicant is not requesting a variance from the subdivision regulations.

PROPOSED CONDITIONS OF APPROVAL

Pursuant to Section 76-3-608(4), MCA, the following conditions are recommended to reasonably minimize potential adverse impacts identified within the Findings of Fact.

1. To minimize the effects on local service, prior to final plat approval, the applicant will coordinate with the USPS for locating and providing the correct amount of space for safely delivering the mail to the residents.
2. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Public Works Departments to clarify the documents and bring them into the standard acceptable format.
3. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules,

regulations, policies, and resolutions of the City of Billings, and the laws and Administrative Rules of the State of Montana

A Public Hearing and recommendation to City Council will take place during the next Planning Board meeting on September 28, 2021. The City Council hearing is scheduled for October 25, 2021.

Discussion

President Woods called for questions and discussion from the Board. President Woods asked for clarification on the installation of the 12-ft path, and it was given by Dave Green who explained that there is more than one connection of the pathway throughout the subdivision. Board member Larsen asked if there are any circumstances where cash-in-lieu would not be an acceptable

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requirement. Dave Green said this is the choice of the developer. Board member Hillius asked about future parklands and Dave Green pointed out potential dedications and properties currently owned by the school district.

Gary Oakland, 175 N 27th Street, Suite 900, Billings, MT

Mr. Oakland said this project was started with development of a relationship with Dover-Sindelar. The Master Plan was created for the project and when built out to entirety, will hold approximately 1,050 homes. He said they think of the project as "pieces to a jigsaw puzzle" and the pattern of the buildout is largely dictated by engineering. Mr. Oakland stated they choose to bring these submittals as a group in order to make a determination over the winter how many lots they should build depending on the market demand. He said there are future dedicated parks in the project. For the most part, they are meeting the majority of the demand for parkland with land contributions. As was pointed out earlier, the large park to the south is contiguous to the school property. He thanked Planner Dave Green for his presentation.

Board member Tunncliff asked about philosophy of parkland. Mr. Oakland said High Sierra Subdivision parkland is adjacent to the school property. Even so, it will be awhile down the road before the park is developed. It would be funded by a park maintenance district. The cash-in-lieu generated is to be used by the Parks Department to improve the nearest parkland to the parcel. Gary Oakland said they tried to minimize the street length to access parkland with the pathways and interconnection strips to increase walkability within the subdivisions. Board member Hillius asked if there has been any challenges with storm water issues throughout the development process and Mr. Oakland said they have acquired property from the Dover Ranch to construct storm water detention ponds and install an outfall pipe out to 5-Mile Creek.

**A public hearing for these filings will be held on Tuesday, September 28, 2021.

9. OTHER BUSINESS

- a. **Long Range Strategic Issues and an overview of future City and County issues and projects**-Board members requested an updated on MDT Highway Projects, and the Interchange at Johnson Lane. Tammy Deines said she will forward this request to staff and that it may be coordinated with the upcoming Planning Board hearing for the Transportation Improvement Plan amendment.
- b. **Announcement City of Billings Boards And Commissions Volunteer Appreciation Dinner Thursday, October, 2021, 6:00 PM Billings community Center.**
- c. **Discussion. Planning Board IPADS**-Planning Clerk Tammy Deines asked Board members to notify her should they experience technical issues with the assigned IPADS or the new Planning Board email address.

Announcement: The next Planning Board meeting will be held Tuesday, September 14, 2021, and will be held in person in the Miller Building 1st Floor Conference Room, 2825 3rd Ave N. at 6:00 PM.

ADJOURNMENT 6:32 PM

DRAFT—TO BE APPROVED BY A MOTION- September 28, 2021

--Tamara L Deines, Planning Clerk

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Reviewed by Planning Staff