

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	10/12/2021	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	E	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	1	1				
Darell Tunnickliff	Mayor/Billings Ward IV	1	1	1	1	1	1	1	1	1	1	-	1	1	1	E	E		1	1				
Jon Thompson	Mayor/Billings Ward V	1	E	1	1	E	1	1	1	E	1	-	1	E	1	E	E	1	E	E				
Troy Boucher	YC District 1	1	1	1	E	1	E	1	1	A	E	-	1	E		1	E	E	1	A				
Dennis Cook	YC District 2	1	1	1	1	1	1	1	1	1	1	-	A	1	E	1	E	1	1	E				
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	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	1	E				
Vacant	Y County Cons. District	-	-	-	-	-	-	-	-	-	-	-	-	-	-	E	-	-	-	-				
Scott Reiter	Ex-Officio SD2	-	-	-	1	E		E	E	A	1	-	E	E	E	1		E	E	1				

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

October 12, 2021

DRAFT- To be approved by a motion on October 26, 2021

PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES.

As legally advertised, The Yellowstone County Board of Planning met on October 12, 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, October 12, 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: Monica Plecker, Planning Division Manager; Scott Walker, Transportation Coordinator; Dave Green, Planner II; Tammy Deines, Planning Clerk

Others in Attendance: Chad Wagenhals, ACK Holdings; Taylor Kasperick, Performance Engineering; Lisa Olmsted, DOWL Consulting; Doug Enderson, DOWL Consulting

Approval of the October 12, 2021 Agenda

Board members moved and seconded the motion to approve the October 12, 2021 meeting agenda. The motion carried with a unanimous voice vote.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Approval of Minutes: September 28, 2021

Motion

Board members moved and seconded the motion to accept the September 28, 2021 meeting minutes as submitted.

The motion carried with a unanimous voice vote.

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. – There were no disclosures of outside communication or conflict of interest from the members of the Board.

7. OLD BUSINESS: There is no Old Business

8. NEW BUSINESS:

8a. Plat Review. Planning Board Discussion. Still River Estates Subdivision, County Major Subdivision. Chad Wagenhals, CDW Construction, applicant. Taylor Kasperick, Performance Engineering, agent. Dave Green, Planner II, presenting.

Planner Dave Green opened this agenda item with the staff presentation below.

RECOMMENDATION Staff proposes the Planning Board recommend to the Board of County Commissioners the preliminary plat of Still River Estates Subdivision be conditionally approved and adopt the Findings of Fact as presented in the staff report.

BACKGROUND

On September 1, 2021, Performance Engineering, agent for CDW Construction, applied for preliminary major plat approval for Still River Estates Subdivision. The proposed subdivision creates 75 lots for residential development. The subject property is generally located on the east side of South 64th Street West and north of Hesper Road. The property is not located within the county's zoning jurisdictional boundary.

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.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

1. To protect public health and safety, prior to final plat approval, the applicant will receive approval from the MDEQ for the proposed water systems, septic systems and the proposed storm water management.
2. To protect public health and safety and provide for future road maintenance, prior to final plat approval, the applicant will create an RSID for the new public roads within the subdivision with the ability to expand with each new phase. All temporary street names will have permanent names determined.
3. To protect public health and safety with proper fire suppression, prior to final plat approval, the applicant will submit construction drawings to Billings Fire Department for review and approval of the dry hydrant system. Once installed the applicant will request the Billings Fire Department to test the system to ensure it works correctly and get a sign off from Billings Fire Department. The applicant will also create an RSID to maintain the dry hydrant system.
4. To protect public health and safety and provide the needed facilities for emergency vehicles, prior to final plat approval, the applicant will provide either temporary cul-de-sac ends for Skycrest Drive and Road B (temporary road name) or connect the two roads with a gravel surface road that will support fire apparatus vehicles of 40 tons in all weather conditions.
5. To protect public health and safety and to ensure public access the private parks, prior to final plat approval, the applicant will submit easement documents outlining the maintenance of the parks and outline allowed public access to the private parks.
6. 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.
7. To minimize effects on the natural environment, prior to final plat approval a weed management plan and property inspection shall be completed by the County Weed Department.
8. 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.
9. The final plat shall comply with all requirements of the Yellowstone County Subdivision Regulations, rules, regulations, policies, and resolutions of Yellowstone County, and the laws and Administrative Rules of the State of Montana.

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Discussion

Planning Board President Woody Woods called for questions and discussion. There were no questions for for planning staff. President Woods called for presentation by the applicant.

Taylor Kasperick, Performance Engineering, 608 N 29th Street, Billings, MT

Mr. Taylor Kasperick of Performance Engineering is the agent for the applicant, CDW Construction. Mr. Kasperick gave a few more details about the project. He stated the applicant will most likely be installing the dry hydrant tank with Phase 1. He also stated they will be most likely doing a gravel surface road rather than cul-de-sac ends on the Phase 1 roads to eliminate two long dead ends. Mr. Kasperick stated they will be installing sidewalks on the interior side of the roads to facilitate pedestrian movement.

Boardmember Tunnicliff asked what can be done with the parks when they have infrastructure in them. Mr. Kasperick stated there will only be one park with well-heads in it. Those three well-heads will be sticking out of the ground about 18-inches. Infrastructure in the other parks will all be subsurface systems. Parks will have sod planted in them and irrigation systems. The HOA will take care of maintenance of the parks.

** A public hearing for Still River Estates Subdivision will be held during the Tuesday, October 26, 2021 Planning Board meeting.

8b. Presentation. Billings ByPass Corridor Study Presentation. Scott Walker, Transportation Coordinator, Consultant Lisa Olmsted, DOWL Consulting, presenting Lisa Olmsted, DOWL, opened this agenda item with the overview below. Doug Enderson, DOWL Consulting is also in attendance this evening.

The Billings Bypass Corridor Study will evaluate the proposed alignment of the Billings Bypass project, which will ultimately connect Lockwood and the Heights. The study would address future access options as development occurs along the roadway, potential intersections, storm water



management, bicycle and pedestrian access and transportation safety along the corridor. This includes future potential intersections, utility and storm water management, bicycle and pedestrian access, and transportation safety within and adjacent to the corridor.

Project Team: MPO-Study Lead; Supported by: City of Billings, MDT; Consultant: DOWL Consulting

Study Goals & Objectives:

- Plan for future growth resulting from the new roadway and corresponding connectivity on the northwest portion of the Billings Bypass.
- Facilitate actionable public and stakeholder involvement
- Develop a guidance document that integrates existing infrastructure plans and future development plans

Guiding Documents: Billings Bypass EIS, City Growth Policy and Annexation Policy, Billings Heights Neighborhood Plan, Billings Waste/Wastewater Master Plan, Project Re:Code, Innerbelt Loop Corridor Study, Billings Area Bikeway and Trail Master Plan, Billings Urban Area LRTP, Billings Fire Dept Long Range Master Plan, MPO Travel Demand Model, *Visit Billings* Tourism Research

Ms. Olmstead presented and reviewed the Annexation map, public utilities connections for existing sewer and water, floodplain areas and drainage, and irrigation.

Roads & Intersections Under Construction:

- New roadway bisecting Dover Park and bridge over the Yellowstone River
- New roundabout connecting the roadway through Dover Park to Five Mile Road, Mary Street and future road.

Roads & Intersections Future Improvements

- New roadway north of Mary Street
- Reconstructed intersection at Main/US 87 (anticipated construction in 2025).

Pedestrian/Bike Facilities Existing

Bike lane on Five Mile Road, Dover Park trails, Kiwanis Trail connection to Mary Street

Pedestrian/Bike Facilities Under Construction

10-foot mixed use path on Yellowstone River Bridge will connect to Dover Park trails

Next Steps: Public Open House #1 (June 17, 2021) Independent School; Stakeholder Meetings, Draft Billings ByPass Corridor Study, Public Open House #2, Final Billings Bypass Corridor Study

Consultant Olmstead asked the Board to consider these questions. *What is important to you as it relates to the new corridor? How would you like to use the areas adjacent to the new cooridor? What do you want to see on the new corridor?* Board members discussed the oportunites for commercial and residential development with the new connection between Lockwood and the

CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview and Yellowstone County"

Billings Heights. Planning Board President Woods thanked Ms. Olmstead and staff for their presentation.

9. OTHER BUSINESS

Announcement: The next Planning Board meeting will be held Tuesday, October 26, 2021, and will be held in person in the Miller Building 1st Floor Conference Room, 2825 3rd Ave N. at 6:00 PM.

ADJOURNMENT 7:03 PM

DRAFT—TO BE APPROVED BY A MOTION- October 26, 2021

--Tamara L Deines, Planning Clerk