

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:** RR1

2. **Written description of the Zone Change Plan** including existing and proposed new zoning:

Existing RR1 residential use to be changed to NX2 Residential

3. **Subject Property Map:** please attach to this form Exhibit A

4. **Legal Description of Property:**

Exhibit B

5. **Neighborhood Task Force Area:** Yes /// No . If Yes, Name of Task Force and mailing address of Chairperson:

West End Neighborhood Task Force

6. **Roster of persons who attended the pre-application neighborhood meeting:** please attach to this form Exhibit C

7. **A copy of the meeting notice.** please attach to this form Exhibit D

8. **A brief synopsis of the meeting results including any written minutes or audio recording.** please attach to this form Exhibit E

9. **The undersigned affirm the following:**

1) The pre-application neighborhood meeting was held on the 10th, day of May, 2023.

2) The zone change application is based on materials presented at the meeting.

Owner (s): Exhibit F Telephone: _____

Address: _____ Email: _____

Agent (s): _____ Telephone: _____

Address: _____ Email: _____

ZONING EXHIBIT

CERTIFICATE OF SURVEY NO.3125 TRACT 2A AMENDED,
CERTIFICATE OF SURVEY NO.1400 PARCEL 1 &
CERTIFICATE OF SURVEY NO.2064 PARCEL 6B AMENDED

PREPARED FOR : MICKEY MACK

PREPARED BY : **SANDERSON STEWART**

APRIL, 2023

BILLINGS, MONTANA

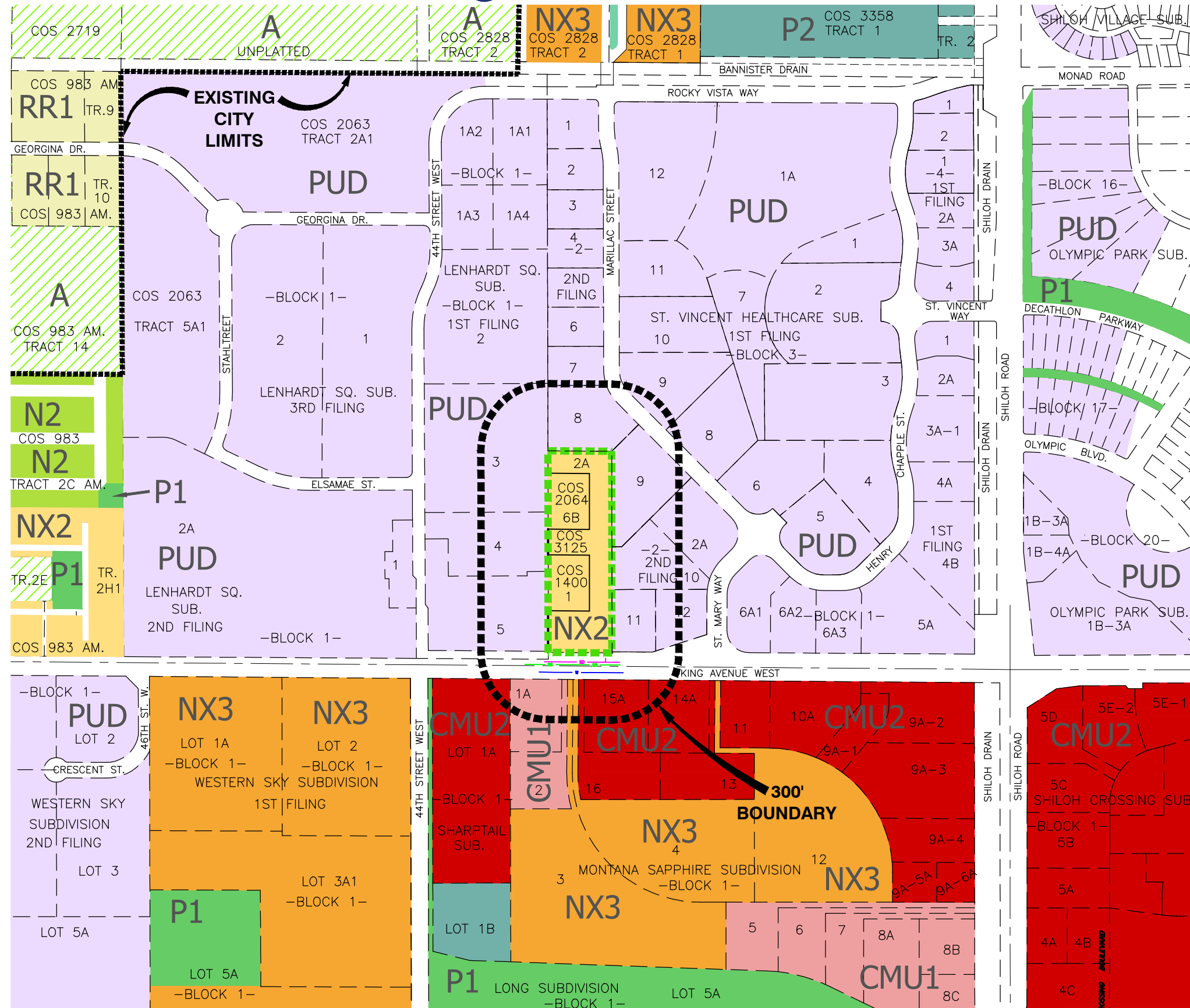
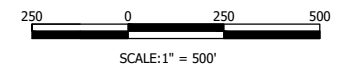


Exhibit B

Tax ID	Legal Description
D12680	S10, T01 S, R25 E, C.O.S. 2064, PARCEL 6B, AMND TR 6 1.062 AC (03)
D00515E	S10, T01 S, R25 E, C.O.S. 3125, PARCEL 2A, AMD (10)
D00516	S10, T01 S, R25 E, C.O.S. 1400, PARCEL 1

May 3, 2023

Reference: Notice of Pre-Application Neighborhood Meeting for Annexation and
Zone Change Certificate of Survey No. 2064, 3125, 14001

Dear Neighbors:

You are receiving this letter because the City of Billings requires a pre-application neighborhood meeting for any zone change request on property located within or intending to be annexed to the City. By City Code, the surrounding property owners within 300 feet are notified of this meeting so you can ask questions of the materials described in this letter. This is not your last time to comment on this proposal, as future public hearings by the Zoning Commission and City Council will be scheduled.

The request for this property involves annexation of the three parcels of land, as noted in the enclosed exhibit, and a zone change from RRI-Rural Residential 1 to NX2-Mixed Residential 2 (2-8 dwelling units per structure).

The Neighborhood Pre-Application Meeting will be held on **Wednesday, May 10, 2023, at 5:30 p.m.** This meeting will be held in-person at Sanderson Stewart's offices at 1300 N Transtech Way, Billings, MT 59102. You may also receive log-in credentials so that you can join remotely via Teams. If you plan on attending or would like the log in information, please email John Halverson at jhalverson@sandersonstewart.com so that we can verify accommodations for the in-person meeting and have a list of attendees that will be joining via Teams.

Please plan on attending this Neighborhood Pre-Application meeting if you have comments or questions regarding the proposed Annexation and Zone Change. If you have immediate questions or cannot attend the meeting, please contact me at (406) 869-3311 or via my email at jhalverson@sandersonstewart.com

Respectfully,



John Halverson, LEED AP, Land Planner

JDH/vp

Enc.

c: Nicole Cromwell, Zoning Coordinator / Code Enforcement Supervisor, City of Billings
Mickey Mack

ZONING EXHIBIT

CERTIFICATE OF SURVEY NO.3125 TRACT 2A AMENDED,
CERTIFICATE OF SURVEY NO.1400 PARCEL 1 &
CERTIFICATE OF SURVEY NO.2064 PARCEL 6B AMENDED

PREPARED FOR : MICKEY MACK

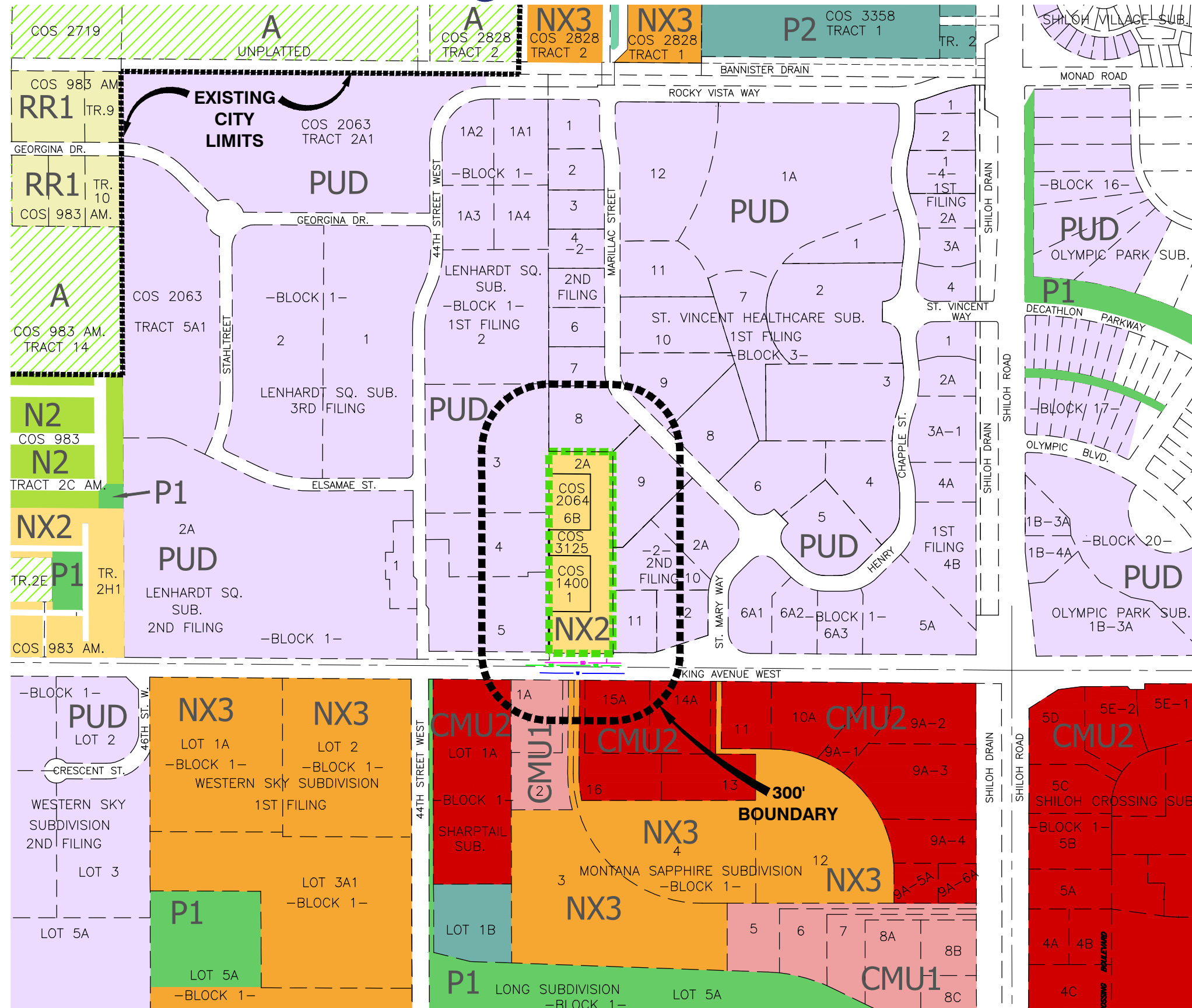
PREPARED BY : SANDERSON STEWART

APRIL, 2023

BILLINGS, MONTANA



250 0 250 500
SCALE: 1" = 500'



MEETING MINUTES

PROJECT: Mack Annexation & Zone Change			
Project No: 01019.01			
Meeting Location: Sanderson Stewart Offices 1300 N Transtech Way Billings MT 59102		Meeting Date: 05/10/23 5:30 PM	
Meeting Subject: Zone Change Neighborhood Pre-Application Meeting		Prepared by: John Halverson	
Attending:		(See attached sign-in sheet)	
Sanderson Stewart:		John Halverson	
		Erica Gilrein	
Date of Issue: 05/18/2023			

Minutes:

- Mr. Halverson began the meeting at 5:30 by explaining the reason for the annexation (failing septic system) and the process of annexation and zone change.
- Mr. Zeier stated that DEQ would not allow a new septic system on the property.
- Mr. Gene Culver expressed access concerns from his property, which is south across King Avenue from the subject parcel, onto King Avenue. He expressed the opinion that the P1 lot shown on the exhibit distributed with the meeting notice was incorrect in showing a P1 parcel along the east side of 44th St. West.
- Mr. Culver stated that he had granted the city an easement for a bike path on his land near 44th St. West. He stated that north-bound traffic on 44th St. south of King Ave. was extremely congested, and that congestion would worsen when continued development occurs south of the Hoop Dreams development. He asked if there is a plan to alleviate that condition.

Exhibit E cont'd

- Ms. Gilrein answered that a traffic impact study had indicated that a signal is warranted @ 44th and King.
- Mr. Culver stated that 44th St. W is not wide enough and that he would be willing to donate land for another lane.
- Ms. Gilrein explained the methods that go into producing a TIS.
- Mr. Zeier expressed a desire to delineate the property lines on the segment of 44th St West south of King Ave. and to understand whose land the current informal parking is occurring on.
- Mr. Halverson stated that he would be willing to send Mr. Culver an email regarding the schedule of anticipated improvements to 44th St West.
- Ms. Mack, the applicant expressed her opinion that MT Sapphire road is too narrow. She stated that her property's well would be kept in place to use for irrigation and asked questions about the routing of the new water line to her property, and its impact on the underground sprinkler system. She also stated that a fireworks stand that has used her property would be doing so again this season, for the last time.
- Attendees left at 6:00 PM. Mr. Halverson remained to receive any late-comers until 6:15 at which time he adjourned the meeting.

Exhibit F

SPAENY, MOLLY M & DARRELL
S10, T01 S, R25 E, C.O.S. 2064, PARCEL 6B, AMND TR 6 1.062 AC (03)

9. **The undersigned affirm the following:**

1) The pre-application neighborhood meeting was held on the 10th, day of May, 2023.

2) The zone change application is based on materials presented at the meeting.

Owner (s): *[Signature]* Telephone: 406-671-0020
Address: _____ Email: _____

Agent (s): _____ Telephone: _____
Address: _____ Email: _____

AMEN, JACK L IRREV SURVIVORS TRUST
S10, T01 S, R25 E, C.O.S. 3125, PARCEL 2A, AMD (10)

9. **The undersigned affirm the following:**

1) The pre-application neighborhood meeting was held on the 10th, day of May, 2023.

2) The zone change application is based on materials presented at the meeting.

Owner (s): *Michele Amen Mack* Telephone: _____
Address: _____ Email: _____

Agent (s): _____ Telephone: _____
Address: _____ Email: _____

AMEN, MICHELE
S10, T01 S, R25 E, C.O.S. 1400, PARCEL 1

9. **The undersigned affirm the following:**

1) The pre-application neighborhood meeting was held on the 10th, day of May, 2023.

2) The zone change application is based on materials presented at the meeting.

Owner (s): *Michele Amen Mack* Telephone: _____
Address: _____ Email: _____

Agent (s): _____ Telephone: _____
Address: _____ Email: _____