



**City of Billings Zoning Commission  
Meeting Minutes June 6, 2023**

**The City of Billings Zoning Commission met on Tuesday, June 6, 2023 at 4:30 p.m., 2825 3rd Ave North, 1st floor conference room of the Miller Building.** The public may attend in person or watch the meeting live on Facebook (see below). Comments may be sent to **Board via email before 1:00 PM on Tuesday, June 6, 2023.** All e-mails received prior to this time will become part of the record for the public hearing. Live coverage can be viewed on the City of Billings Facebook page here; <https://tinyurl.com/yckr478k>

**The City Council has designated June 26, at 5:30 p.m.** as the date and time to receive the Zoning Commission recommendation for this **Zone Change** and hold a public hearing. If approved on first reading, a **second reading will occur on July 10, 2023 at 5:30 pm.**

<b>Commission and Staff</b>		<b>01/03/2023</b>	<b>02/07/2023</b>	<b>03/07/2023</b>	<b>04/04/2023</b>	<b>05/02/2023</b>	<b>06/06/2023</b>	<b>07/05/2023</b>	<b>08/01/2023</b>	<b>09/05/2023</b>	<b>10/03/2023</b>	<b>11/07/2023</b>	<b>12/05/2023</b>
Mike Larson	Chairman	1	-	1	1	E	1						
Daniel J. Brooks	Commissioner	E	-	1	1	E	1						
Greg McCall	Vice Chairman	E	-	1	1	1	1						
Trina White	Commissioner	1		1	1	1	E						
David Goss	Commissioner	1	-	1	1	1	1						
Wyeth Friday	Director, PCSD	-	-	-	-	-	-	-	-	-	-	-	
Monica Plecker	Division Planning Manager	-	-	-	-	1	-	-	-	-	-	-	
Nicole Cromwell	Zoning Coordinator	1	-	1	1	1	1						
Tammy Deines	Planning Clerk	-	-	-	-	-	-						
Dave Green	Planner II	-	-	-	-	-	-						
Karen Husman	Planner I	-	-	-	-	1	-						
Robbin Bartley	Administrative Support	1	-	1	1	1	1						

Total Number of 2023 Applications	01/03/2023	02/07/2023	03/07/2023	04/04/2023	05/02/2023	06/06/2023	07/05/2023	08/01/2023	09/05/2023	10/03/2023	11/07/2023	12/05/2023	TOTAL
Zone Change	1	-	1		6	1							9
Special Review	1	-	-	1	-								2

Chair Larson introduced the Planning Division Staff and Commission: Attending Staff were Nicole Cromwell, Zoning Coordinator, Monica Plecker, Planning Division Manager and Robbin Bartley, Administrative Assistant.

\*RETURNING AGENDA ITEM.

**Attending:** Anna Vickers, Renae Heisler

Chair Larson called the meeting to order at 4:30 pm.

**Public Comment**

Chair Larson called for public comments. There were no public comments. Chair Larson closed the public comment portion of the meeting.

**Approval of Minutes:**

Motion by Commissioner McCall and seconded by Commissioner Brooks to approve the May 2, 2023 meeting minutes with corrections.

COMMISSIONER	Yes	No	ABSTAINED	ABSENT
Mike Larson	x			
Daniel J. Brooks	x			
David Goss	x			
Greg McCall	x			
Trina White				X

**Disclosure of Conflict of Interest**

COMMISSIONER	DISCLOSED	NONE	ABSTAINED	ABSENT
Mike Larson		x		
Daniel J. Brooks		x		
David Goss		x		
Greg McCall		x		
Trina White				X

**Disclosure of Outside Communication**

COMMISSIONER	DISCLOSED	NONE	ABSTAINED	ABSENT
Mike Larson		x		
Daniel J. Brooks		x		
David Goss		x		
Greg McCall		x		
Trina White				X

Commissioners McCall and Goss visited the location.

**Public Hearings:**

**City Zone Change 1027 – Viking Tvetene Planned Development amendment** – A zone change request to amend and update an existing Planned Development agreement for Parcel 1A1 of C/S 832, Parcels 1 & 2A of C/S 3535, Parcel 2 thru 5 of C/S 234, an 89.704 Acre Parcel of land. The amendment would increase the area with underlying zoning of Highway Commercial and decrease the area with underlying zoning of Controlled Industrial. The language of the Planned Development agreement will be updated for current ownership and the governing body.

**Staff Recommendation:**

Planning staff recommends approval of the zone change

- Meets the Growth Policy and improves compatibility between school and future development of neighborhood
- Adjacent uses and zoning compatible with proposed zoning
- Same restrictions and prohibited uses still apply

**Discussion. Questions for staff:**

**Applicant:** Anna Vickers, IMEG, 175 N 27<sup>th</sup>, Billings, MT  
Representing the 4 owners. IMEG has met with the school many times as well as public outreach meetings. The biggest changes are to the landscaping.

**Questions for applicant:** Commissioners Goss and Brooks inquired about the 2019 zoning ordinances being archived and potential use eliminattions.

**Public Hearing: 4:51 PM**

Chair Larson opened the public hearing and called for anyone wishing to speak in favor or against City Zone Change 1027.

**In Favor: NONE**

**Opposed: NONE**

**Public Hearing closed at 4:52 PM**

The City Council shall consider the Zoning Commission recommended findings of the review criteria:

- (1) Whether the new zoning is designed in accordance with the growth policy;
- (2) Whether the new zoning is designed to secure from fire and other dangers;
- (3) Whether the new zoning will promote public health, public safety and general welfare;
- (4) Whether the new zoning will facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements;
- (5) Whether the new zoning will provide adequate light and air;
- (6) Whether the new zoning will effect motorized and non-motorized transportation;
- (7) Whether the new zoning will promote compatible urban growth;
- (8) Whether the new zoning considers the character of the district and the peculiar suitability of the property for particular uses;
- (9) Whether the new zoning will conserve the value of buildings; and
- (10) Whether the new zoning will encourage the most appropriate use of land throughout the City of Billings.

**Motion**

**Commissioner Brooks made a motion and Commissioner McCall seconded the motion to approve City Zone Change 1027 with staff findings, recommendation and conditions.**

COMMISSIONER	Yes	No	ABSTAINED	ABSENT
Mike Larson	x			
Daniel J. Brooks	x			
David Goss	x			
Greg McCall	x			
Trina White				X

**The Motion passed to approve City Zone Change 1027 with a 4-0 vote.**

Non-public hearing item: Review and Discussion of pending Phase 2 – Substantive Zoning Code Amendments including the following:

- Council action options for special reviews and zone changes
- Open Space provisions in NX and PND district assembly
- Allow rebuild of Residential Structures in Commercial and Mixed Use zones by right
- Step-backs of taller buildings between Neighborhood and Mixed Neighborhood zones



ZC 1031 Phase 2  
Zoning Comm discu

**Other Business: The July meeting will be on July 11, 2023 at 3:30 PM.**

**Adjournment: The meeting adjourned at 6:05 PM.**

**ATTEST: To be Approved** by a motion at the next regularly scheduled meeting.

*--Robbin Bartley, Administrative Assistant*