

# 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, “Z” stands for Zoom participation. **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                | 01/10/2023 | 01/24/2023 | 02/14/2023 | 02/28/2023 | 03/14/2023 | 03/28/2023 | 04/11/2023 | 04/25/2023 | 05/09/2023 | 05/23/2023 | 06/13/2023 | 06/27/2023 | 07/11/2023 | 07/25/2023 | 08/08/2023 | 08/22/2023 | 09/12/2023 | 09/26/2023 | 10/10/2023 | 10/24/2023 | 11/14/2023 | 11/28/2023 | 12/12/2023 |
|--------------------------|-------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| <b>Jim Ronquillo</b>     | Mayor/Billings Ward I   | 1          | 1          | 1          | 1          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Roger Gravgaard</b>   | Mayor/Billings Ward II  | 1          | 1          | 1          | 1          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Dennie Stephenson</b> | Mayor/Billings Ward III | 1          | 1          | 1          | 1          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>John Staley</b>       | Mayor/Billings Ward IV  | 1          | 1          | 1          | 1          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>David Nordel</b>      | Mayor/Billings Ward V   | 1          | E          | E          | 1          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Troy Boucher</b>      | YC District 1           | A          | A          | A          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Dennis Cook</b>       | YC District 2           | 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          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Vacant</b>            | YC District 6           | -          | -          | -          | -          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Vacant</b>            | YC District 7           | -          | -          | -          | -          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Vacant</b>            | Y County Cons. District | -          | -          | -          | -          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |
| <b>Scott Reiter</b>      | <b>Ex-Officio SD2</b>   | E          | E          | E          | E          |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |            |

**MARCH 14, 2023**

*DRAFT- To be approved by a motion on March 28, 2023*

## **PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES**

As legally advertised, The Yellowstone County Board of Planning met on March 14, 2023 in the Miller Building 1<sup>st</sup> 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 e-mails 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](mailto: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.

**1. Call the Meeting to Order:** President Cook called the meeting to order at 6:00 p.m. on Tuesday, February 14, 2023.

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

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

**Participating Planning staff members:** Wyeth Friday, Director, Planning & Community Services Department; Monica Plecker, Planning Division Manager; Scott Walker, Transportation Coordinator, Dave Green, Planner II, Tammy Deines, Planning Clerk

**Others in Attendance:** Mike Black, Yellowstone County Public Works, Gary Owen, Sanderson Stewart; Sumner Anacker, Sanderson Stewart; Sarah Graham, MET Transit, Rusty Logan, MET Transit; Aaron Redland, WWC Engineering; Matt Peila, applicant

**Virtual Attendance** -Rick Leuthold, Sanderson Stewart, Jake Zwenke Sanderson

**2. Approval of Agenda – Board member Ronquillo made a motion and it was seconded by Board member Stephenson to approve the agenda as submitted. The motion carried with a unanimous voice vote.**

**3. Approval of Minutes: February 14, 2023 (The February 28, 2023 meeting was canceled due to a lack of agenda items).**

**Motion by Board member Woods and seconded by Board member Staley to approve the February 14, 2023 meeting minutes as submitted. The motion carried with a unanimous voice vote.**

**4. Public Comment:** President Cook 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 is no public comment.

**5- 6. Disclosure of Outside (Ex Parte) Communication or Conflicts of Interest– Board Members and Planning Staff.** There were no disclosures of outside communication or conflicts of interest. There was none.

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

## **8. NEW BUSINESS**

**8a. Public Hearing. Board Discussion. 2020-2024 TIP Amendment #4. Scott Walker, Transportation Coordinator, Rusty Logan, MET Transit Manager, presenting.**

Scott Walker opened this agenda item and gave a brief introduction and review of the background below. He explained that amendments are often needed due to project scope or projects costs. A detailed summary sheet handout was distributed to the members of the Board.

**RECOMMENDATION**

Planning staff recommends the Planning Board receive a staff presentation and then hold a public hearing at this meeting. No action following the hearing is required at this meeting as the Planning Board will have any final discussion and take formal action at its meeting on March 28th.

**BACKGROUND**

Federal regulations require that Metropolitan Planning Organizations (MPOs) review and update their Transportation Improvement Program (TIP) periodically. Given timing and funding adjustments with some transportation and transit projects, the current Billings 2020-24 TIP must be amended to maintain compliance with State and Federal requirements.

The TIP is a short-range program of highway and transit projects in the Billings MPO area and is prepared by City-County Planning Division staff in cooperation with state and local agencies. The purpose of the TIP is to provide the mechanism for scheduling federal funds for surface transportation projects, indicate regional priorities, and demonstrate a short range transportation vision for the area. A secondary purpose of the TIP is to provide information about other transportation projects in the urbanized area that are exempt from the TIP approval process, such as projects that do not utilize funds. This TIP amendment is being presented to the Planning Board for review due to timing and cost updates to several projects. The projects subject to updates in this TIP amendment are MDT or MET Transit projects that are supported by federal funding. Staff has attached a quick reference page indicating what project adjustments are part of this amendment as well as the full amended 2020-24 TIP document itself.

**STAFF PRESENTATION: Scott Walker, Transportation Coordinator**

**Projects Modified Due to Change in Funding/Scope:**

- Billings Bypass -Updated Construction Cost
- Five Mile Road – Project Completed
- Railroad Overpass – Updated Cost (Earthwork, Construction)
- Johnson Lane Interchange – Updated Cost
- I-90 Yellowstone River Bridges – Bridge Cost Updates; Two-Way traffic on the new bridge has been initiated to allow for construction of the subsequent bridge
- Main Street/1<sup>st</sup> Avenue N. Intersection-Updated Construction Cost
- Underpass Avenue (@ 6<sup>th</sup> Avenue W.)- Updated Final Cost
- Exposition & 1<sup>st</sup> Avenue N. – Environmental/Storm Drain Updates

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- Zoo Drive- Public Involvement/Update Cost-Overpass to Shiloh Rd
- 56<sup>th</sup> Street West Roundabouts at King & Central-Punch List
- 62<sup>nd</sup> Street W. Roundabout at Rimrock-ROW/Update Cost
- Transportation Alternatives - Updated Allocation. \$6.3 Million to begin process for vetting qualifying projects

### **STAFF PRESENTATION: Rusty Logan, MET Transit Manager**

- **FEDERAL TRANSIT ADMINISTRATION SECTION 5339**  
**COMPETITIVE** Table now includes grant received for purchase of 4 electric buses, charging infrastructure, and a bus driver training simulator (grant required 5% spending on training and training tools).
- **FEDERAL TRANSIT ADMINISTRATION SECTION 5310**  
Table updated with most recently available funding figures as well as recently completed GRANT selections for Coordination Group projects to occur in FY23. Projects table updated to reflect grant programming to cover previous vehicle price escalations.
- **TRANSADE** Updated with actual apportionment figures with estimates for funding moving forward based on recent apportionments.

### **Discussion**

In response to question by Board member Woods, Rusty Logan explained that the charging Stations will be purchased in partnership with “ChargePoint”. They will be considered as City assets that are installed and integrated into the MET Facility.

### **2020-2024 TIP AMENDMENT IV REVIEW SCHEDULE**

| <b>Review Body</b>                    | <b>Date</b> | <b>Notes/Result</b>                |
|---------------------------------------|-------------|------------------------------------|
| Technical Advisory Committee          | February 23 | Recommendation to Governing Bodies |
| Planning Board Discussion             | March 14    | Presentation, Public Hearing       |
| Planning Board Action                 | March 28    | Recommendation to PCC              |
| City Council Work Session - Confirmed | April 3     | Presentation                       |

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|                               |          |                                    |
|-------------------------------|----------|------------------------------------|
| City Council Meeting          | April 10 | Recommendation to PCC              |
| Commissioner Action           | April 4  | Presentation/Recommendation to PCC |
| Policy Coordinating Committee | April 18 | Final Action                       |

**Public Hearing**

President Cook opened the public hearing and asked if there is anyone wishing to speak in favor or against the 2020-2024 TIP Amendment #4. There was none. The public hearing is closed. The Planning Board will forward a motion on the 2020-2024 TIP Amendment #4 to the City and County governing bodies during the March 28, 2023 meeting. PCC will take final action on April 18, 2023.

**8b. Plat Review/Board Discussion. Annabel Subdivision, 5<sup>th</sup> Filing. City Major Subdivision. McCall Development, applicant. Gary Owen, Sanderson Stewart, agent. Dave Green, Planner II, presenting.**

Dave Green commented on the revised survey and SIA resubmitted by Sanderson Stewart for the plat review. The changes were made per recommendation of Fire Marshal Bill Tatum and updates were made to the layout for Block 33, Lots 1-24 south of Carriage Lane 4. These layout updates resulted in the loss of one lot. Gary Owen, Sanderson Stewart, pointed out the change on the posted survey and said this is in response to input given during the Department Review Meeting. Dave Green said an updated survey and SIA will be provided for the public hearing. He noted that there is a Master Plan in place that includes this project.

**RECOMMENDATION**

City Staff recommends the Planning Board forward to the City Council a recommendation to conditionally approve the preliminary plat of Annafeld Subdivision, 5th Filing, and adopt the Findings of Fact as presented in the staff report.

**BACKGROUND**

On February 1, 2023, Sanderson Stewart for McCall Development, Inc., applied for preliminary major plat approval for Annafeld Subdivision, 5th Filing. The proposed subdivision creates 123 lots for residential development. The subject property is generally located south of Elysian Road and west of Annafeld Subdivision, 4th Filing.

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The property is zoned PD, builders will follow the PD zoning requirements when developing the lots.

**VARIANCES REQUESTED** No variances from the City Subdivision Regulations have been requested.

### **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 protect public health and safety, prior to final plat approval, the applicant will submit all drawings and specifications for water systems, sewer systems and stormwater systems to the City of Billings Engineering Department for review and approval prior to installation.
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.

### **Discussion**

President Cook called for questions and discussion from the members of the Board. Board member Ronquillo asked for clarification on the survey modification. Dave Green explained that there is a proposal for townhomes. A modification was made to adjust the distances to meet the Fire Department's regulations. Gary Owen said the parkland will be moved northward on the survey to allow access for a fire truck.

### **Greg McCall, McCall Development, 6125 Norma Jean Lane, Billings, MT**

Mr. McCall thanked the Board for this review. This plat is unique as the 5<sup>th</sup> Filing is smaller as originally planned due to current economics. This development will blend some of their most affordable housing products in this filing. Board member Ronquillo commented on the growth in this area and he commended the McCalls on the development.

### **Gary Owen, Sanderson Stewart, 1300 N Transtech Way, Billings, MT**

Mr. Owen offered to answer questions. There were no questions for Mr. Owen.

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*\*\*A public hearing for Annafeld 5<sup>th</sup> filing will be held and the Planning Board will forward a recommendation during the March 28, 2023 Planning Board meeting. City Council will take action on April 24, 2023.*

**8c. Plat Review/Board Discussion. Golden Meadows II Expansion Tract 2A-1 & Tract 3A-1 C/S 1349. City Major Subdivision. Jay Van Tassell, applicant. Sumner Anacker, Sanderson Stewart, agent. Dave Green, Planner II, presenting.**

Dave Green opened this agenda item with a staff presentation. He noted that the Subdivision Regulations require streets to be private within mobile home parks.

### **RECOMMENDATION**

City Staff recommends the Planning Board forward to the City Council a recommendation to conditionally approve the preliminary plat of Golden Meadows Subdivision Expansion, and adopt the Findings of Fact as presented in the staff report.

### **BACKGROUND**

On February 1, 2023, Sanderson Stewart applied for preliminary major approval for Golden Meadows II Subdivision for Rent of Lease. The proposed subdivision is an expansion of the existing Golden Meadows Mobile Home Park and creates 276 spaces for rent or lease. The subject property is generally located west of 32nd Street West, south of King Avenue West. The property is zoned Residential Manufactured Home, (RMH) The developer will follow zoning requirements with the layout of the proposed expansion of the mobile home park.

**VARIANCES REQUESTED** No variances from the City Subdivision Regulations have been requested.

### **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 protect public health and safety, prior to final plat approval, the applicant will submit all drawings and specifications for water systems, sewer systems and stormwater systems to the City of Billings Engineering Department for review and approval prior to installation.
2. 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.

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3. To provide needed private utility services to the future residents of the subdivision, prior to final plan approval, the applicant will work with private utility providers to provided needed easements for their utility installation
4. 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.
5. 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.

### **Discussion**

President Cook called for questions and discussion. Clarification on the access points was requested by Board members Ronquillo and Staley. Dave Green said the primary entrance for this development is off of 32<sup>nd</sup> Street West and there is another adjacent mobile home park. Board member asked what modifications will be made in response to the traffic study.

### **Sumner Anacker, Sanderson Stewart, 1300 Transtech Way, Billings MT**

Ms. Anacker is the agent for applicant Jay Van Tassell. She said the updates included the percentage of contributions from 2% to 5%, and updated language for the warranty for a right-hand turn on to 32<sup>nd</sup> Street West on to North and South Willowbend Drive as their traffic team decided the existing two lanes will suffice. Board member Nordel and Staley commented on the existing traffic and the potential traffic increase due to this subdivision. Board member Nordel asked for the traffic study statistics and consideration for pedestrian hazards. He requested more in-depth information on the traffic study's projected number of cars and pedestrians with the addition of this development. Board member Woods pointed out that the new development will be required to construct sidewalks. He asked how pedestrians will traverse to the adjoining neighborhoods. Ms. Anacker said pedestrians exiting this subdivision would have to walk on the existing streets within the adjoining neighborhoods. This development will have sidewalks as well as a trail on the west end. Board member Woods voiced concern with the need for children's safety and potential vehicle conflicts. Ms. Anacker continued and said they are discussing including an underground storm detention area with a park area above. A fence will be required for the south end of the development along the BBWA canal. President Cook asked about the historical makeup of the trailer park residents. Wyeth Friday asked about the location of the parkland. Ms. Anacker

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said the parkland in the neighborhood to the east is on the west side of the development. The decision was made to locate the parkland on the west side of this development in order to utilize the existing ponds to incorporate a more natural feel.

### **Rick Leuthold, Sanderson Stewart, 1300 Transtech Way, Billings MT**

Mr. Leuthold said he is able to give some background as he worked with the owner on this development for several years. The existing ponds to the west are there in perpetuity and will continue to function for the storm drainage. The owner has discussed providing some larger pedestrian access points to these ponds for the benefit of the future residents. The predominance of owners in the court are either couples with young children or senior citizens. They don't expect to have a preponderance of young families in this development but it is an excellent opportunity for senior housing. The existing mobile home court which was developed 43 years ago was required to have a 2-ft concrete ribbon along the asphalt to provide a minimal area for pedestrians to walk along the road. New standards require full curb, gutter, and sidewalk which will be provided in this new development. Both mobile home parks are owned by the same owner and they will have some control over addressing sidewalk if needed. The City designed the 32<sup>nd</sup> Street improvements to move it to a principal arterial width and it will carry tremendous traffic loads. The traffic study pointed to their need to contribute to the improvements that already exist and benefit the entire area. There is a wide boulevard along the frontage of the mobile home park with a boulevard walk for pedestrians moving north to King Avenue or southward to Gabel Road, the sidewalk has been completed for the full length on both sides. Further clarification was given on the signalization contributions as requested by Board member Nordel. This development will provide a cash contribution for the existing improvements. Board member Staley asked if warrants were done when the City made the improvements. Rick Leuthold said this was factored into the street development as this parcel is in a Planned Development Agreement and anticipated to be a mobile home park for 40 years. Yellowstone County Civil Engineer Mike Black said the County took this into consideration and a pedestrian crossing was provided when the bridge across the BBWA was replaced. Board member Staley voiced concern with the traffic warrants and the additional traffic to be generated from this development. He said different signage may be needed. Board member Nordel concurred on the safety concerns with the blind spot on the hill. He commented that consideration for the room needed should be made growth takes place

Sumner Anacker added that they have coordinated with USPS to determine the correct cluster box sizing and location for the mailboxes. They are corresponding with the

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private utility companies and their landscape team is working on the landscape plan. Students from this development will attend Elysian School (K-8) and West High School. Dave Green said schools will determine routes and assign locations for student pick up and drop offs. In response to question by Board member Woods, Ms. Sumner said enough distance on the side for vehicles to pull over and allow traffic to pass by.

*\*\*A public hearing for Golden Meadows II Expansion Tract 2A-1 & Tract 3A-1 C/S 1349 will be held and the Planning Board will forward a recommendation during the March 28, 2023 Planning Board meeting. City Council will take action on April 24, 2023.*

**8d. Plat Review. Discussion. Peila Subdivision Tract 1-2-A of c/S 3443. Matt Peila, Sam Peila, Prairie Builders, applicants. Aaron Redland, WWC Engineering, agent. Dave Green, Planner II, presenting.**

Dave Green opened this agenda item with the Staff presentation. He pointed out the location for the proposed parkland and the dry hydrant tank for fire suppression. He said discussions are being held regarding to use the private road easement of Molly Drive West which connects to Yeoman Road as the secondary access point.

### **RECOMMENDATION**

Staff recommends the Planning Board forward to the Board of County Commissioners a recommendation to conditionally approve the preliminary plat of Peila Subdivision, and adopt the Findings of Fact as presented in the staff report.

### **BACKGROUND**

On February 1, 2023, WWC Engineering, agent for Matt and Sam Peila, applied for preliminary major plat approval of Peila Subdivision. The subject property is generally located on the south of Yeoman Road and west of Twelve Mile Road. This parcel of land is outside of zoning. It is surrounded by residential uses and wildland grass acreage.

**VARIANCES REQUESTED** No variances from the City Subdivision Regulations have been requested.

### **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.

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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.
3. To protect the existing private easement and also to provide for the requirement of two means of ingress and egress from a major subdivision, prior to final plat approval, the applicant will either need to show documentation they are allowed to use the private road easement of Molly Drive West which connects to Yeoman Road. Or, they will need to dedicate it to the public, build the road to a county standard and include it in the RSID they are creating for the other public roads with in this subdivision.
4. To protect the safety of drivers in the area of this newly proposed subdivision and manage the increased traffic this subdivision may cause, prior to final plat approval, the applicant will provide to County Public Works a Traffic Impact Study (TIS) for their review and comment.
5. To protect public health and safety with proper fire suppression, prior to final plat approval, the applicant will submit construction drawings to Shepherd Volunteer Fire Department for review and approval of the dry hydrant system. Once installed the applicant will request Shepherd Volunteer Fire Department to test the system to ensure it works correctly and get a sign off from Shepherd Fire Department. The applicant will also create an RSID for the dry hydrant system that is expandable with each new phase.
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.

### **Discussion**

President Cook called for questions and discussion. In response to question by Board member Woods regarding Lot 14 Block 4, Dave Green said a turnaround will need to be

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provided prior to final plat approval to meet the fire department requirements. Board member Nordel asked regarding the DEQ review. Dave Green responded that DEQ approval must be obtained prior to final plat approval. Director Friday asked about the fluctuation in lot sizes.

### **Aaron Redland, WWC Engineering, Billings, MT**

Ms. Redland is the agent for applicants Matt Peila and Sam Peila. She said one of the large lots belongs to Matt Peila. Lot 14 on the south end of the survey has ground water issues and a permit could not be obtained. When the Molly Drive West easement was created for the benefit of the development of the subdivision and they are in the process of working with the County to dedicate it as a public road.

*\*\*A public hearing for Peila Subdivision will be held and the Planning Board will forward a recommendation during the March 28, 2023 Planning Board meeting.*

**8e. Plat Review. Board Discussion. Sanctuary Canyon Estates Subdivision, 2<sup>nd</sup> Filing.** County Major Subdivision. Chris Vlahos, Superior construction, Inc. applicant. Aaron Redland, WWC Engineering, agent. Dave Green, Planner II, presenting.

Dave Green noted the applicant submitted a revised survey and SIA prior to this meeting. He pointed out the revisions on the posted survey removing Helious Drive and the adjacent lots, and Thalassa Road. He commented there is a proposal for locating a water tank on the north end of the survey. The staff report and SIA will be updated to reflect these changes and provided to the Board prior to the public hearing.

### **RECOMMENDATION**

Staff recommends the Planning Board forward to the Board of County Commissioners a recommendation to conditionally approve the preliminary plat of Sanctuary Canyon Estates Subdivision, 2nd Filing, and adopt the Findings of Fact as presented in the staff report.

### **BACKGROUND**

On February 1, 2023, WWC Engineering, agent for Chris Vlahos, applied for preliminary major plat approval of Sanctuary Canyon Estates Subdivision, 2nd Filing. The subject property is generally located on the south of Trail Master Drive and east of Sanctuary Canyon Road. This parcel of land is outside of zoning. It is surrounded by residential uses and wildland grass acreage.

**VARIANCES REQUESTED**

No variances from the City Subdivision Regulations have been requested.

**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 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 meet the requirements of Yellowstone County Subdivision regulation Section 4.6 C 16, prior to final plat approval, the applicant will include language in the SIA under the heading III Transportation C Access, defining which lots are allowed to use Helios Circle and Thalassa Road for access. Should Helios Circle provide access for three lots it will be paved to County road standards. Should future development from these two roads take place they will be built to a Yellowstone County paved road standards. Easement documents for these two roads shall state if they can have additional burden on them. The SIA shall be amended to accurately reflect the requirements of these roads.~~
3. To protect public health and safety with proper fire suppression, prior to final plat approval, the applicant will submit drawings to Lockwood Fire Department for review and approval of the proposed locations of new fire hydrants within the subdivision expansion.
4. 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.
5. 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.
6. 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.
7. 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.

**Discussion**

President Cook called for questions and discussion. President Cook asked about mitigation of the stormwater runoff for these 14 lots. Dave Green pointed out the large natural drain ditch that runs throughout this subdivision and the adjacent subdivision. He noted that the temporary turnaround will go away with the new development.

**Aaron Redland, WWC Engineering, Billings, MT**

Ms. Redland is the agent for applicant Chris Vlahos. Ms. Redland stated that per DEQ requirements, they submitted stormwater management plans for this development. She pointed out a stormwater easement for the first filing to account for any additional runoff. Wyeth Friday asked about the access to the parkland. Dave Green said the previous filing has an easement for access to the park which will be expanded.

*\*\*A public hearing for Sanctuary Estates Subdivision will be held and the Planning Board will forward a recommendation during the March 28, 2023 Planning Board meeting.*

**9. OTHER BUSINESS**

**9a. (Standing Item) Long Range Strategic Issues and an overview of future City and County issues and projects. Director Wyeth Friday**

**9a1. Announcement: City of Billings & Yellowstone County Board and Commission Training** Wednesday, March 29, 2023. 5:00 pm – 6:30 pm. Billings Community and Senior Center, 360 North 23<sup>rd</sup> Street. Speaker Dan Clark, Local Government Center, Bozeman, MT. Board members are to confirm by March 24, 2023 to Admin Robbin Bartley, 406-247-8676 or E-mail [bartleyr@billingsmt.gov](mailto:bartleyr@billingsmt.gov)

**9a2. Update Legislative Session-**Hearings are being scheduled for the second session. There are several land use bills under consideration including Senate Bill #382 to provide comprehensive changes and emphasize the Growth Policy. The Legislative website has been revamped with a more user friendly format.

**9a.3 Big Sky Rail Authority** –This group is working with the Federal Government and other states to return passenger rail to the west and provide a southern route through Montana coming through Billings, Bozeman, Butte, and Missoula to Idaho and potentially a southern route from Billings to Denver. Funding was available through the bipartisan infrastructure bill for analysis and potential improvements. City Council has expressed interest in being involved and has signed a support letter and asked about

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## CITY/COUNTY PLANNING BOARD

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MPO involvement. This would be brought forward to the Planning Board MPO during late summer through the UPWP Draft. City Council asked for a presentation from the Rail Authority which would be shared with Planning Board. An information will be scheduled in June with the Authority and City Council.

**9a3. Announcement:** The March 28, 2023 meeting will be held as legally announced and advertised. Board members are encouraged to attend as there are several public hearings and action items.

**ADJOURNMENT: 8:00 PM**

**DRAFT—TO BE APPROVED BY A MOTION March 28, 2023**

Tamara L. Deines, Planning Clerk