

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
Jim Ronquillo	Mayor/Billings Ward I	1	1	1	1	1	1	E	1	1	1	1	A	1										
Roger Gravgaard	Mayor/Billings Ward II	1	1	1	1	1	1	1	1	1	1	V	1	V										
Dennie Stephenson	Mayor/Billings Ward III	1	1	1	1	1	1	1	1	1	1	1	1	1										
John Staley	Mayor/Billings Ward IV	1	1	1	1	1	1	1	1	1	E	V	V	1										
David Nordel	Mayor/Billings Ward V	1	E	E	1	1	1	1	1	1	1	1	1	1										
Troy Boucher	YC District 1	A	A	A	A	A	1	A	1	1	E	A	A	A										
Dennis Cook	YC District 2	1	1	1	1	1	1	1	1	1	1	1	1	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										
Vacant	YC District 6	-	-	-	-	-	-	-	-	-	-	-	-	-										
Morgan Tuss	YC District 7	-	-	-	-	-	-	-	-	-	-	V	1	E										
Vacant	Y County Cons. District	-	-	-	-	-	-	-	-	-	-	-	-	-										
Scott Reiter	Ex-Officio SD2	E	E	E	E	A	1	E		E	E	E	E	V										

JULY 11, 2023

DRAFT- To be approved by a motion on July 25 , 2023

PUBLIC HEARINGS/PUBLIC HEARING PARTICIPATION GUIDELINES

As legally advertised, The Yellowstone County Board of Planning met on July 11, 2023 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 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
- 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, July 11, 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 Dept; Dave Green Planner II; Tammy Deines Planning Clerk; Brenda Berns Planning Clerk; Mike Black YC Public Works; Ronni Tallerico Yellowstone County Public Works.

Participating Virtually: Roger Gravgaard, Scott Reiter

Others in Attendance: Anna Vickers IMEG; Renae Heiser, IMEG

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

3. Approval of Minutes: June 27, 2023

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Motion by Board member John Staley and seconded by Board member Jim Ronquillo to approve the June 27, 2023 meeting minutes as submitted. The motion carried with a unanimous voice vote.

4. Public Comment: President Dennis 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 were no questions from the public.

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.

7. OLD BUSINESS There is no Old Business.

8. NEW BUSINESS:

8a. Plat Review. Board Discussion. Yellowstone River Ranch (36 Space RV Development). Cameron Jones, applicant. Anna Vickers, IMEG, agent. Dave Green, Planner II, presenting. Planner Dave Green opened the agenda item and gave an overview of the staff report below. No parkland dedication is required for this RV Park. A public hearing will be held on July 25, 2023 and this application is scheduled for hearing by the BOCC on August 15, 2023.

INTRODUCTION

On June 1, 2023, IMEG, agent for owner Cameron Jones, applied for preliminary major plat approval of Yellowstone River Ranch RV Park. The subject property is generally located on the north side of Highway 312 and east of Nibbe. This parcel of land is outside of zoning. It is surrounded by farmland with few residential properties. Land is native grassland. There are 36 spaces proposed. There is a dump site at the edge of Nibbe. The RV's will enter and exit at the west edge, through a private road. The existing home on the property will become an office. The road will be paved to County standards. There is no impact on schools.

RECOMMENDATION

Staff proposes the Planning Board recommend to the Board of County Commissioners conditional approval for the preliminary plat of Yellowstone River Ranch RV Park and adopt the Findings of Fact as presented in the staff report.

VARIANCES REQUESTED

No variance has been requested from the County 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.

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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 provide future funding for the maintenance of public road within the proposed subdivision, prior to final plat, the applicant will create an RSID for the public road section that provides access to the dry hydrant system.
3. To protect public health and safety with proper fire suppression, prior to final plat approval, the applicant will submit drawings to Worden Fire Department for review and approval of the proposed locations of new fire hydrants within the subdivision expansion.
4. 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.
5. 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.
6. The final plan shall comply with all requirements of the Yellowstone County Subdivision Regulations and depict compliance with section 6.4. The final plan shall comply with all rules, policies, and resolutions of Yellowstone County, and the laws and Administrative Rules of the State of Montana.

DISCUSSION

President Cook asked the Board Members for questions and discussion. Board member Staley asked for clarification on the required separation between the units and the distance from the proposed hydrant to the end of the proposed parking area. Dave Green, Planner said requirement is to be within 2.5 road miles. Board Member Woods asked regarding the drain field. Anna Vickers, IMEG designed in accordance with DEQ requirements. Board Member Woods asked about exclusion zones-well and another for the dry hydrant. Anna Vickers. IMEG said dry hydrant isolation zone to keep separation distances and avoid contamination. Board Member Staley asked the distance of the proposed hydrant and last RV space. Dave Green, Planner said well within regulations.

APPLICANT PRESENTATION

Anna Vickers, IMEG, 175 N 27th Street Ste 1312, Billings, MT

Ms. Vickers said they will ensure the separation distances on the final survey. There is no plan for fencing. The parking area is gravel with some landscaped areas in correlation with the required separation distances. The County Weed District Plan will be submitted as a part of final plat review. IMEG provides Covenants on how the property should be managed in compliance with the weed management plan. The intent is permanent mitigation of weeds to reduce fire hazards. President Cook asked if there are any boundaries for length of stay. Anna Vickers, IMEG said the intent for a recreational parking spot with a restriction within the Covenants and Restrictions for a 14-day use at a spot, and not for long term stays or uses. The Subdivider will be running the RV park and implementing

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the Covenants accordingly. This project is to encourage tourism in the area.

A public hearing will be held for Yellowstone River Ranch Subdivision July 25, 2023.

9 OTHER BUSINESS

9a (Standing Item) Long Range Strategic Issues and an overview of future City and County issues and projects. Wyeth Friday, Director, Planning & Community Services Department.

1. Policy Coordinating Committee-July 18, 2023. PCC will consider approval of the 2023 Long Range Transportation Plan.
2. City Council Overview on CPTED Environmental Design next Monday, July 17, 2023. A similar presentation will be brought to Planning Board late July or August.
3. DEQ informational presentation.
4. UPWP Annual Work Program to Planning Board.
5. President Cook initiated a discussion with Director Friday regarding affordable housing projects within the City of Billings. Looking at changes in State law. The City involved in affordable housing projects.

President Cook asked for questions. No questions were presented.

ADJOURNMENT 6:35pm

DRAFT—TO BE APPROVED BY A MOTION July 25, 2023

Brenda J Berns, Planning Clerk