

CITY ZONE CHANGE Pre-Application Statement of Owner(s) and 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: Neighborhood Office (NO)
  
2. Written description of the Zone Change Plan including existing and proposed new zoning:  
Change of 3.17 acres of existing NO to NX3 generally located on Lot 3, Blk 1 of ZHP Sub 3rd Filing
  
3. Legal Description of Property:  
Lot 3, Block 1 of Zimmerman Home Place Subdivision, 3rd Filing
  
4. Neighborhood Task Force Area: Yes /// No . If Yes, Name of Task Force  
West End Task Force
  
5. Roster of persons who attended the pre-application neighborhood meeting: please attach to on line application
  
6. A brief synopsis of the meeting results including any written minutes or audio recording.  
please attach to on line application
  
7. The undersigned affirm the following:
  - 1) The pre-application neighborhood meeting was held on the 16th, day of April, 2024.
  - 2) The zone change application is based on materials presented at the meeting.

Owner (s):

Highlands ZHP Subdivision LLC Telephone: 406.839.7661

Address:

2116 Broadwater Ave, Suite 101, Billings, MT 59102 Email: preston@beartoothholding.com

Agent (s):

Performance Engineering, Craig Dalton Telephone: 406.384.0080

Address: 608 N. 29th St, Billings, MT 59101 Email: craig@performance-ec.com

Complete this form and upload to your on-line Zone Change application



608 North 29<sup>th</sup> Street, • Billings, MT 59101 • (406) 384-0080

April 9<sup>th</sup>, 2024

Dear Interested Neighbor,

On behalf of Highlands Apartments, LLC, 2116 Broadwater Ave., Suite 101, Billings, MT 59102, Performance Engineering, LLC, is writing to inform you of a zoning pre-application neighborhood meeting scheduled to be held on **April 16, 2024** at Arrowhead Elementary School, 2510 38<sup>th</sup> St. West, Billings, MT 59102. Interested parties can attend the meeting held in the Library from 6-7 PM.

The meeting is being held to discuss a proposed zone change regarding the existing properties located southwest of the intersection of Colton Boulevard and Zimmerman Trail. The owner is requesting the properties shown in the attached exhibit, and described below, be re-zoned to accommodate future development:

**Lot 3, Block 1, of Zimmerman Home Place Subdivision, 3<sup>rd</sup> Filing, S34, T01N, R25E, City of Billings, Yellowstone County, Montana except the eastern most 31-feet. Having a total area of approximately 3.17 acres.**

The intent of the meeting is to make neighboring property owners aware of the proposed zoning change for the subject properties, discuss the potential for redevelopment, and to answer questions about the project. Below is a summary of the existing zoning and the proposed zone changes:

Existing Zone District	Existing Area (acres)	Proposed Zone District	Proposed Area (acres)
NO	3.17	NX3	3.17

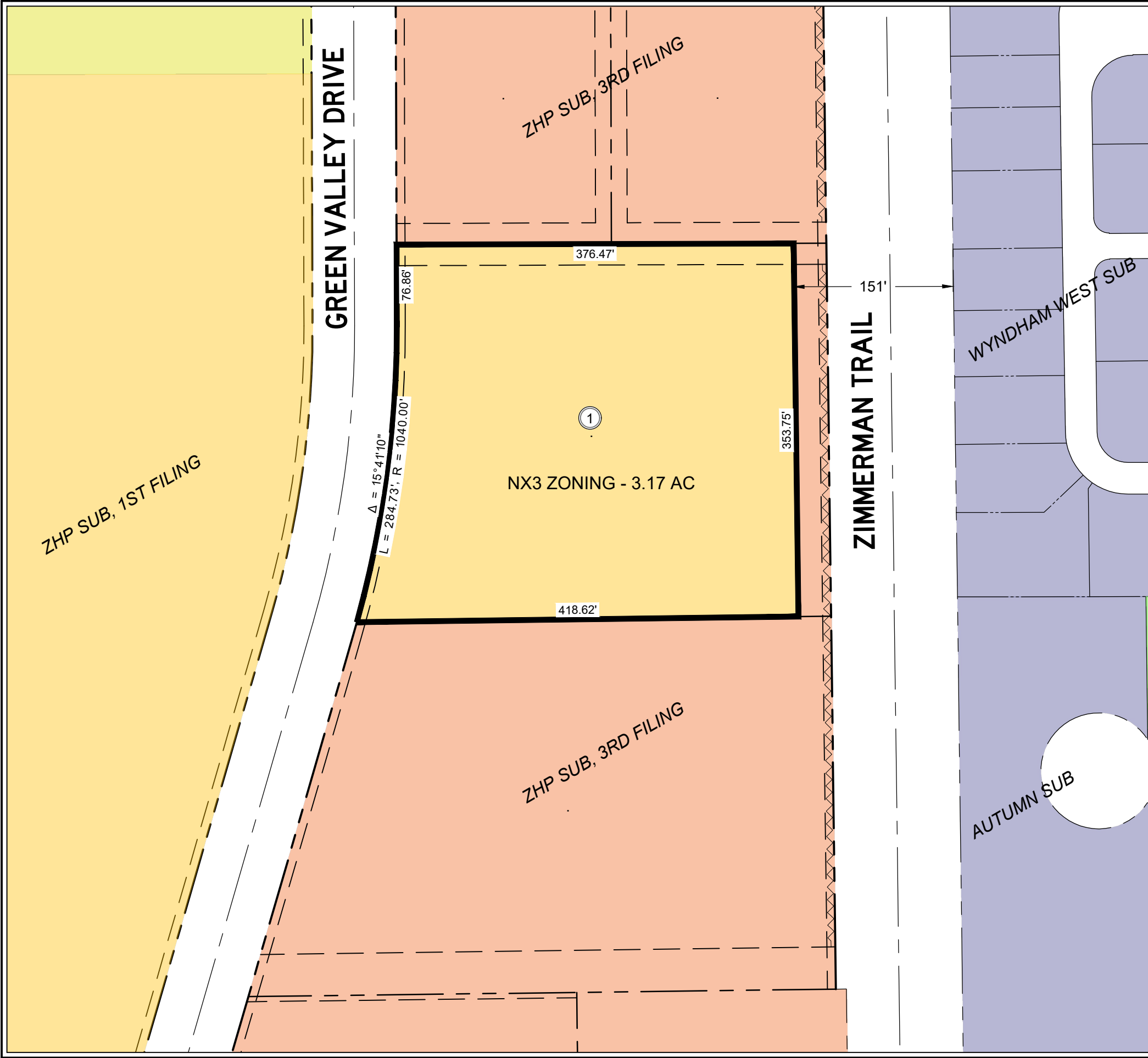
The City of Billings generally describes the zoning districts included in this application as:

- NO: Neighborhood Office-Residential
- NX3: Mixed Residential 3
- A total of 3.17 acres is included in the proposed zone change.

Representatives for Performance Engineering, LLC will be present at the meeting to answer questions from those who attend. For those unable to attend the meeting, written letters can be directed to Performance Engineering at 608 North 29<sup>th</sup> Street, Billings, MT 59101, attention Craig Dalton, or emails may be sent to [craig@performance-ec.com](mailto:craig@performance-ec.com). We look forward to discussing the proposed zone change with you and hope to see you on **April 16, 2024 at Arrowhead Elementary**.

Sincerely,

Craig Dalton, PE  
Project Manager



**LEGAL DESCRIPTION**

① LOT 3, BLOCK 1 ZIMMERMAN HOME PLACE SUB, 3RD FILING  
149,149.4 SF (3.424 ACRES)

**ZONING LEGEND**

- CMU1: COMMERCIAL MIXED USE 1
- NX1: MIXED RESIDENTIAL 1
- NX2: MIXED RESIDENTIAL 2
- NX3: MIXED RESIDENTIAL 3
- NO: NEIGHBORHOOD OFFICE
- NMU: NEIGHBORHOOD MIXED USE
- N2: MID-CENTURY NEIGHBORHOOD
- N3: SUBURBAN NEIGHBORHOOD

PROPOSED ZONE CHANGE BOUNDARY

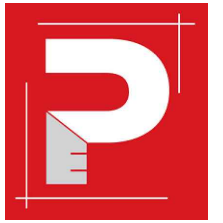
ON-SITE LOT BOUNDARY

**SITE AND STRUCTURE REGULATIONS**

CITY OF BILLINGS ZONING CODE, ARTICLE 27-300, SECTION 27-308 & ARTICLE 27-400, SECTION 27-400-1

**TABLE 27-300.9 & 27-300.10 & 27-400-5**

<b>BUILDING SITING</b>	<b>NX3</b>	<b>NO</b>
MAXIMUM BUILDING COVERAGE (%)	60	75
FRONT BUILD-TO ZONE (FT)	10-20	
STREET-SIDE BUILD-TO ZONE (FT)	5-15	
BUILD-TO CORNER		REQUIRED
<b>HEIGHT</b>	<b>NX3</b>	<b>NO</b>
OVERALL MAXIMUM HEIGHT (STORIES)	NX3: 3-4 (BASED ON HOUSING)	NO: 2.5 MIN. STORY HT: 9' MAX. STORY HT: 12'



VILLAGE CO-OP

BILLINGS, MT., 59102

ZIMMERMAN TRAIL

CPD DESIGNED BY	QUALITY ASSURANCE	
ADH DRAWN BY	CPD CHECKED BY	
MARCH 2024 DATE	MARCH 2024 DATE	
REV BY	DATE	CHKD BY

SHEET TITLE  
**PROPOSED ZONING CHANGE**

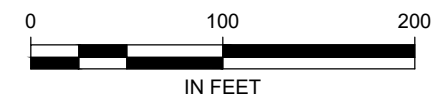
PROJECT NUMBER  
2024-011

SHEET NUMBER  
1 OF 1

DRAWING NUMBER

**A**

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## Lot 3, Block 1, Zimmerman Home Place Subdivision, 3<sup>rd</sup> Filing

### Zone Change Neighborhood Meeting Notes

The meeting was conducted from 6-7 PM on April 16, 2024 at the Arrowhead Elementary School. The meeting was hosted by Craig Dalton of Performance Engineering (agent) and Shane Wright (developer).

There were two (2) public participants for the meeting. We did not receive any calls prior to the meeting nor after the meeting. The two attendees at the meeting were there in support of the proposed project and had no formal questions regarding the development or timeline. Planning received an email regarding the development prior to the Neighborhood Meeting however that individual did not reach out directly with any questions. The agent and developer had a full presentation prepared for any attendees to help answer questions about the development and plan for the property. It was unfortunate that no one attended to take advantage of the opportunity to interact and ask questions of the developer who traveled in to hold the meeting. At the time of application there have been no questions or emails from the neighboring properties about the zone change or project.