

## Urban Renewal District Expansion/Formation Steps

Modification of urban renewal district.

MCA 7-15-4212 through 7-15-4219 Apply

ESTIMATED DEADLINES - Schedule can vary per start and end time and circumstances

### Month 1

- Property owners request expansion of the District and/or City Council or District Advisory Board recommends District expansion for City Council consideration.
- All property owners within the expansion area are contacted and informed of the proposed expansion.
- County and School District must be notified of possible expansion per MCA 7-15-4282(2)(a).

### Month 2 and 3

- City Council is informed (Work Session) of recommendation to expand the District and provides direction to City staff and District coordinator and advisory board on whether to move forward.
- If move forward: City staff and District coordinator coordinate/prepare analysis of area to be included to determine deficiencies (blight) and compliance with MT Urban Renewal Laws to establish elements of a modified urban renewal plan for District expansion.  
*(Example: City funded study when it considered expansion of Downtown District in 2020)*

### Month 4

- Council passes resolution to amend the District
  - Declares existence of blight
  - Sets a public hearing
  - Requires publication and mailing of the notice of the hearing to the owners of the properties to be included in the expanded district *(MT DOR has indicated notification of all property owners in the entire existing District may be required)*.
- Planning Board reviews amendment of the District and must make a formal finding that amending the District conforms with the City's Growth Policy, as per State Law. Makes recommendation to City Council on conformance. Two meetings for these actions.

### Month 5

- City Council conducts a public hearing and acts on First Reading of an Ordinance to expand the District. Modified Urban Renewal Plan is part of this action. This occurs at one business meeting.
- Council conducts Second Reading and final Approval of Ordinance to expand the District. This occurs at second business meeting.

**Month 6**

Submission of Amended District for Base Year to Department of Revenue (*Deadline of December 1 each year to set base year in year of expansion*)