

## **Pre-Application Statement of Owner(s) or 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:** P1: Parks and Open Space \_\_\_\_\_
2. **Written description of the Zone Change Plan** including existing and proposed new zoning:  
Change of 5.145 acres of existing P1 to P2 \_\_\_\_\_
3. **Legal Description of Property:**  
An unplatted parcel located in the NW1/4 of the SE1/4 of Section 10, T01S, R26E, P.M.M. \_\_\_\_\_  
Yellowstone County, Montana \_\_\_\_\_
4. **Neighborhood Task Force Area:** Yes /// No. If Yes, Name of Task Force  
No \_\_\_\_\_
5. **Roster of persons who attended the pre-application neighborhood meeting:** please attach to online application.
6. **A brief synopsis of the meeting results including any written minutes or audio recording.** please attach to this form
7. **The undersigned affirm the following:**
  - 1) The pre-application neighborhood meeting was held on the 18th, day of December 2024.
  - 2) The zone change application is based on materials presented at the meeting.

**Owner (s):**

City of Billings \_\_\_\_\_ Telephone: (406) 657-8371 \_\_\_\_\_

Address:

P.O. Box 1178, Billings, MT 59103 \_\_\_\_\_ Email: piggm@billingsmt.gov \_\_\_\_\_

**Agent (s):**

Performance Engineering, LLC, Craig Dalton \_\_\_\_\_ Telephone: (406) 384-0080 \_\_\_\_\_

Address:

3412 Colton Blvd., Ste 202, Billings, MT 59102 \_\_\_\_\_ Email: craig@performance-ec.com \_\_\_\_\_

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



## Wilson Park Zone Change

### Zone Change Neighborhood Meeting Notes

The meeting was conducted from 6-6:50 PM on December 18, 2024 in the Library of Riverside Middle School. The meeting was hosted by Craig Dalton of Performance Engineering (agent), and Austin Anderson (architect).

There were ten (10) public participants for the meeting.

Following introductions, the meeting began with Craig Dalton giving an overview of the property. Craig described how the zone change process works and gave out the expected timelines for application submittal and public hearings (anticipated in February). He said that anyone who received a neighborhood meeting notice would also receive a public hearing notice from the City confirming the meeting dates.

Craig then went through the reasons for the proposed zoning (P2). The main reason being to allow the construction of the Yellowstone Valley Animal Shelter.

Following the applicant team's overview, the floor was opened for participants to ask questions.

Concerns and questions from the neighbors and subsequent responses are shown below:

- The neighbors located off Minnie Place raised concerns of potential issues with their water pressure with a new demand on the system as they are already having pressure issues.

*Response: The volume demand from the proposed facility will be higher than your typical household, but the instantaneous demand will be relatively low and should have little impact on the pressures within the 12-inch water main running along Riverside Road.*

*Additional Information – The water main that services Minnie Place is a County owned water main. Statements from one of the attending residents indicates the water main is in poor condition and the pressure is purposefully throttled to mitigate breaks.*

- The neighbors are concerned about a traffic increase and wanted to know if there would be any road improvements as part of the project.

*Response: The zone change and annexation result in the properties being responsible for contributing funds to the City to assist in any improvements to their frontages. This area, being on the edge of the city limits, is not currently connected*

to existing improved roadways and therefore will not be required to install improvements along the frontages at this time. This being said, the property would be required to financially participate in any future improvement projects commissioned by the City via a Special Improvements District (SID).

- How is this zone change going to better the community.

Response: The zone change, and subsequent annexation of the property will put this area of town on the City's radar as it comes to future improvements and maintenance. This will allow/require the City to start planning for any improvements required in the area.

- Can something other than the animal shelter be built in this area if the zone change passes?

Response: The whole premise of this project and zone change is for the City of Billings to transfer this land specifically to the Yellowstone Valley Animal Shelter.

- Some neighbors are concerned about the impact to groundwater from the facilities water demand and sanitary sewer waste.

Response: The project will tie into the City's existing infrastructure. The facility will utilize the existing 12-inch water main running within Riverside Road and the existing sanitary sewer main running along the northern boundary of the project. The project will not be drawing from the groundwater nor be discharging any sanitary sewer waste into it.

- The neighbors voiced concerns about the possibility of disease transmission, specifically mentioning Parvo and Brucellosis.

Response: A big driver for this project is the fact the existing animal shelter does not have the capacity to adequately handle animals with diseases. The new facility is being built with that in mind. The design team is consulting with experts in the field to ensure the facility has the correct equipment and space to manage diseases. The building will have quarantine rooms and procedures to ensure diseases do not spread throughout the community.

- One neighbor raised concerns that barn cats from nearby properties could be mistaken for strays and taken to the shelter, requiring them to pay fees to get them out.

The animal shelter is aware of this possibility and is diligent in doing what they can to verify the animal is in fact a stray and not one of the neighbor's animals prior to taking them into the facility.

- Some of the neighbors expressed concerns about potential odors from the proposed crematory.

*The crematory is proposed to be located as far north on the site as possible, away from the residential neighbors. The facility will also follow all codes and requirements as pertained to the exhaust of the crematory.*

- Several neighbors voiced their concern about potential dog noises carrying beyond the property boundaries.

*The design team is working with an acoustical consultant to specifically combat this concern. The plan is to utilize walls and landscaping to reduce the noise heard outside of the project area. Additionally, the animals will only be outside at dedicated times and will not be left for long durations. The outdoor space will be utilized as an area for exercise and not boarding.*

The applicant team finished the meeting by reiterating to everyone the expected timeline for the public meetings as well as letting them know they will receive a letter from the City informing them of these meetings. The meeting concluded at 6:50.

## Josh Dirks

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**From:** Craig Dalton  
**Sent:** Thursday, December 19, 2024 12:27 PM  
**To:** Sanders, Kay  
**Cc:** Josh Dirks  
**Subject:** RE: Wilson Park rezoning

Kay,

Upon annexation of the parcel Hannon Road will become owned by the City. The lot fronting Hannon will still be owned by the City and at this time there isn't any plans to construct the roadway.

Craig Dalton, P.E.  
Project Manager/Principal  
Office: 406-384-0080



**3412 Colton Blvd, Suite 202**  
**Billings, MT 59102**

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**From:** Sanders, Kay <Kay.Sanders@estes-express.com>  
**Sent:** Thursday, December 19, 2024 11:44 AM  
**To:** Craig Dalton <craig@performance-ec.com>  
**Cc:** Josh Dirks <josh@performance-ec.com>  
**Subject:** RE: Wilson Park rezoning

Thanks Craig,

Is there any chance Hannon Road will be extended to meet its other half as part of this project?



## Kay Sanders

Sr. Manager- Real Estate  
Real Estate Department  
Estes Express Lines  
Office (804) 353-1900 ext. 2721  
[www.estes-express.com](http://www.estes-express.com)

**From:** Craig Dalton <[craig@performance-ec.com](mailto:craig@performance-ec.com)>  
**Sent:** Thursday, December 19, 2024 1:38 PM  
**To:** Sanders, Kay <[Kay.Sanders@estes-express.com](mailto:Kay.Sanders@estes-express.com)>  
**Cc:** Josh Dirks <[josh@performance-ec.com](mailto:josh@performance-ec.com)>  
**Subject:** [EXTERNAL] - RE: Wilson Park rezoning

### This Message Is From an External Sender

This message came from outside your organization.

Report Suspicious

Good Morning Kay,

Thanks for reaching out. Attached is a preliminary site plan for the proposed project. The purpose of our request for the annexation and zone change is to modify the existing P1 zoning to P2 to allow for the construction of the new Yellowstone Valley Animal Shelter. The project will be located in the very NW corner of Wilson Park and is proposed to take access off Riverside Road. I don't foresee any conflicts with your current facility.

Please let me know if you have any further questions.

Thanks,

Craig Dalton, P.E.  
Project Manager/Principal

Office: 406-384-0080



3412 Colton Blvd, Suite 202  
Billings, MT 59102

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**From:** Sanders, Kay <[Kay.Sanders@estes-express.com](mailto:Kay.Sanders@estes-express.com)>  
**Sent:** Thursday, December 19, 2024 11:18 AM  
**To:** Craig Dalton <[craig@performance-ec.com](mailto:craig@performance-ec.com)>  
**Subject:** FW: Wilson Park rezoning

We'll try this one again!

**Kay Sanders**

Sr. Manager- Real Estate  
Real Estate Department  
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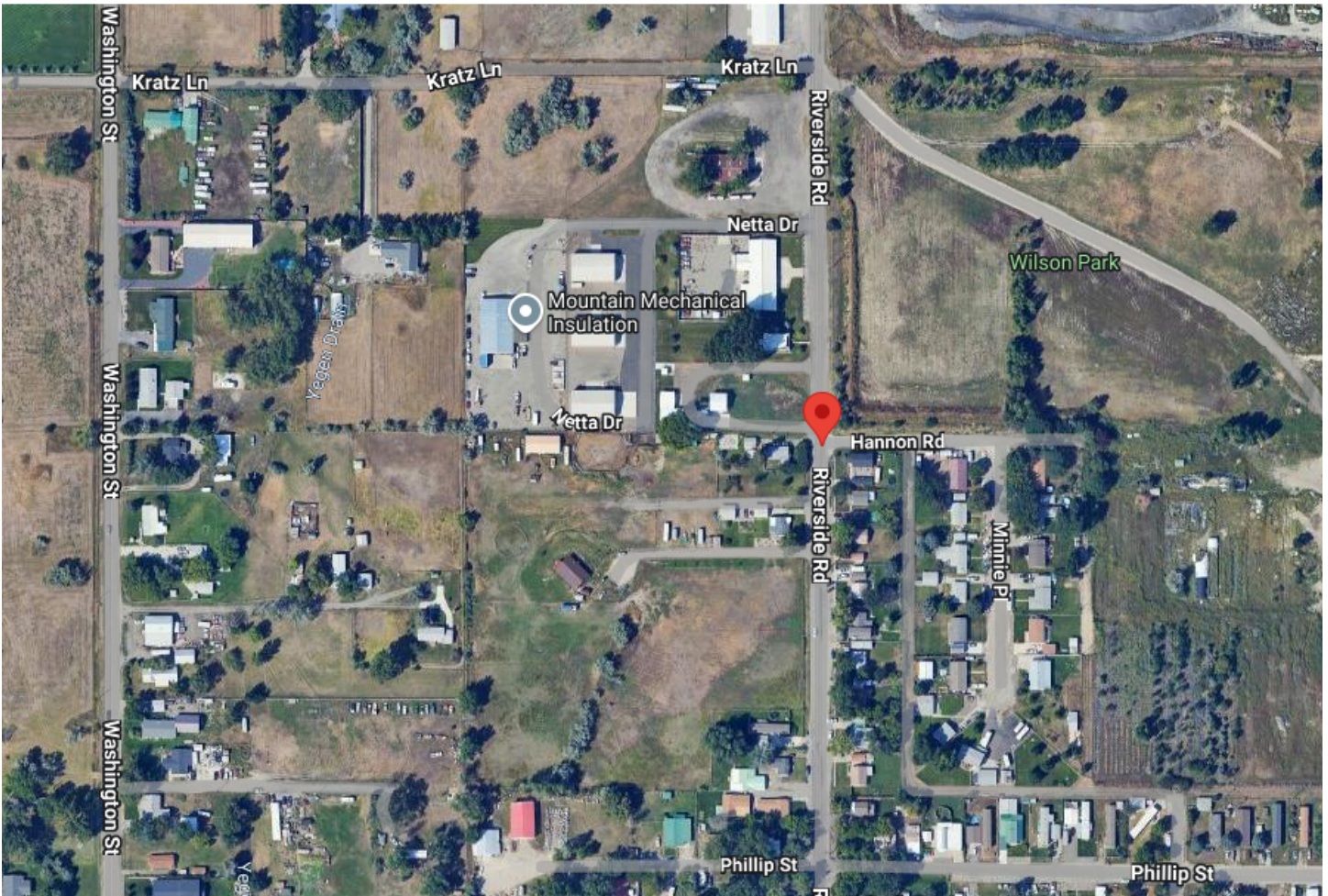
**From:** Sanders, Kay  
**Sent:** Thursday, December 19, 2024 12:58 PM  
**To:** 'Craig@performance-ec.com' <[Craig@performance-ec.com](mailto:Craig@performance-ec.com)>  
**Subject:** Wilson Park rezoning

Craig

Estes Express Lines is an abutting neighbor to the Wilson Park project. We received your notice a day late, after the meeting on the 18<sup>th</sup>. Please attached. Can you please provide a site plan of the intended project? Are you aware of any issue that may impact our truck terminal? My contact information is below. Thank you in advance.

Hannon Rd & Riverside Rd

You can enter notes here.



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